



# 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, 25-27 Fitzroy Street, Tamworth**, commencing at **6pm**.

## ORDINARY COUNCIL AGENDA

**24 MARCH 2026**

PAUL BENNETT  
GENERAL MANAGER

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## Council

Meeting Date: 2<sup>nd</sup> and 4<sup>th</sup> 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

## Public Forum 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 MINUTES OF PREVIOUS MEETING SUBMITTED FOR APPROVAL

#### RECOMMENDATION

*That the Minutes of the Ordinary Meeting held on Tuesday, 10 March 2026, copies of which were circulated, be taken as read and confirmed as a correct record of the proceedings of the Meeting.*

### 3 DISCLOSURE OF INTEREST

Pecuniary Interest

Non Pecuniary Conflict of Interest

Political Donations

### 4 MAYORAL MINUTE

Nil

### 5 NOTICE OF MOTION

#### 5.1 NOTICE OF MOTION – CR MARK RODDA - ASBESTOS CONTAMINATION UNIVERSITY OF NEW ENGLAND SITE

#### MOTION

*Pursuant to Section 3.12 of the Tamworth Regional Council Code of Meeting Practice I give notice of a request for answers to a number of Questions With Notice pertaining to contamination at the University of New England (UNE) site, Peel Street, Tamworth at the meeting of 24 March 2026.*

- 1. I understand that when the original agreement between Council and the UNE it was promised a “clean site”. Was Council aware of the contamination of the current UNE site prior to offering it to the university for it’s facility?*
- 2. Following remediation works by Council on the southern end of the site, was Council aware that asbestos contamination in the northern end of the site that the UNE are spending thousands on further cleanup costs?*
- 3. Is Council aware of the impact to the UNE project because of the added burden of having to remediate a contaminated site?*

Notice is given that I intend to move the above Motion at the Meeting of the Council to be held on 24 March 2026.

#### SUPPORTING INFORMATION

Nil

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Cr Mark Rodda

19 March 2026

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Council response:

1. The original agreement was that UNE would be transferred a “fit for purpose” site.
2. The site was remediated by Council and was signed off through the issuing of a subdivision certificate.
3. Council has been made aware of potential further contamination of the site, Council was not aware of the contamination prior to being advised.

## **5.2 NOTICE OF MOTION – CR MARK RODDA - DRAINAGE AT TAMWORTH GLOBAL GATEWAY PARK**

### **MOTION**

***Pursuant to Section 3.12 of the Tamworth Regional Council Code of Meeting Practice I give notice of a request for answers to a number of Questions With Notice pertaining to drainage at the Tamworth Global Gateway Park, Westdale at the Meeting of 24 March 2026.***

- 1. Has Council completed the inter-allotment drainage at the Tamworth Global Gateway Park in accordance with the approved Development Application and approved plans?***
- 2. Have connections for stormwater been constructed to each lot as shown in the approved Development Application?***

Notice is given that I intend to move the above Motion at the Meeting of the Council to be held on 24 March 2026.

Cr Mark Rodda

19 March 2026

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Council Response:

The planning pathways for the Tamworth Global Gateway Park include multiple pathways for the construction of infrastructure and the subdivision of the land. The construction of road and services infrastructure was permitted without consent in accordance with the State Environmental Planning Policy (Infrastructure) 2021. As such, they were assessed and approved under Division 5.1 of the Environmental Planning and Assessment (EP&A) Act, involving the development of a Review of Environmental Factors and the subsequent

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determination of this. The subdivision of land and the undertaking of allotment filling required Development Consent under Part 4 of the EP&A Act. Two separate consents were obtained, one for the Stage 1 and 2 works fronting Goddard Lane, and one for the Stage 3 works fronting the Oxley Highway.

The infrastructure design was in accordance with Council's Engineering Design Minimum Standards for Subdivision and Developments, as well as relevant Australian Standard and service authority requirements. The construction of infrastructure was also in accordance with Council's Construction Specifications, with as-built information captured and available within Council's infrastructure GIS system.

Stormwater service connections between the road reserve stormwater infrastructure and individual allotments are largely provided by each lot developer to suit their proposed construction levels and arrangements. Pits within the road reserve have been located for this purpose.

### **5.3 NOTICE OF MOTION – CR MARK RODDA - REMOVAL AND DISPOSAL OF PURPOSE BUILT KITCHEN - WILLIAMSBURG RESTAURANT**

#### **MOTION**

***Pursuant to Section 3.12 of the Tamworth Regional Council Code of Meeting Practice I give notice of a request for answers to a number of Questions With Notice pertaining to the purpose-built kitchen and sundry cooking and heating equipment at the former Williamsburg Restaurant located at 87-93 Brisbane Street, East Tamworth at the Meeting of 24 March 2026.***

- 1. Prior to termite remediation of the timber floors of the building by a contractor, what was the written down value of the kitchen and equipment?***
- 2. What were the removal instructions provided to the contractor?***
- 3. How was the kitchen and its equipment removed and to what site was it located?***
- 4. Was the kitchen and its equipment sold?***
- 5. Did Council receive a valuation or estimate of value from a suitably qualified person as to the value of the kitchen equipment? If sold how was the kitchen and its equipment sold? Was it by public auction?***
- 6. If sold by public auction, who was the auctioneer?***
- 7. How much did the kitchen and its equipment realise for Council and were the funds returned to the General Fund or other Council fund?***
- 8. Does the cessation of the lease and removal of all the restaurant equipment mean that the site's use as an approved restaurant or entertainment venue is lost? Would any future use require a further development application approval no matter what it is?***
- 9. Will any future use of the building have to provide for on-site parking and other requirements such as payment of Council's car park levy?***

Notice is given that I intend to move the above Motion at the Meeting of the Council to be held on 24 March 2026.

## SUPPORTING INFORMATION

Nil

Cr Mark Rodda

19 March 2026

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Council response:

1. Council engaged services of a Quantity Surveyor prior to advertising the tender for the floor reconstruction. Any amount for the kitchen and equipment cannot be disclosed.
2. Instructions and terms of the contract are commercial in confidence and will not be disclosed.
3. All items were repurposed across a number of Council facilities and assets.
4. The kitchen and equipment were not sold.
5. Not applicable.
6. Not applicable.
7. Not applicable.
8. This will depend on the current development application and the future intended use of the building.
9. This will also depend on the intended future use of the building.

### **5.4 NOTICE OF MOTION – CR MARK RODDA - DEMOLITION AND RECONSTRUCTION OF A TOILET BLOCK ONTO COUNCIL OWNED LAND, BARRABA**

#### **MOTION**

***Pursuant to Section 3.12 of the Tamworth Regional Council Code of Meeting Practice I give notice of a request for answers to a number of Questions With Notice pertaining to the demolition and construction of a new toilet block in the town of Barraba originally located in the south-west corner of freehold land being Lot 1430 DP 1312653 (143 Queen Street, Barraba) and moved onto the adjoining Council owned land – Lot 14 DP 1162061 at the Meeting of 24 March 2026.***

- 1. When the old toilet block was demolished had anyone such as a Council surveyor checked that it was on Council owned land? If not, why not?***
  - 2. What was the total cost of the relocation of the reasonably new toilet block to Council's land so it did not encroach on the freehold land including plumbing, concrete, crane hire and other safety requirements such as exclusion fencing.***
  - 3. What other similar facilities have been delayed because of the necessity to relocate a new toilet block onto council owned premises; and***
-

*I believe this has denied the ability of other needy projects of this type to be delayed or cancelled such as Belmore Park, Gipps Street, West Tamworth because of an avoidable mistake?*

Notice is given that I intend to move the above Motion at the Meeting of the Council to be held on 24 March 2026.

#### **SUPPORTING INFORMATION**

Nil

Cr Mark Rodda

19 March 2026

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#### **Council response:**

The renewal of the toilet block in Rotary Park Barraba commenced as a project that would replace the old facility with a more modern facility in the same location, with a slight change in orientation to improve directional visibility. The reason for keeping it here was that it was more efficient to retain the facility in the same location where access to power, water and sewer services were all existing.

At this time, the area behind the former RSL Hall was considered open space and maintained by TRC as parkland, even well before amalgamation. No boundary fence was in place and imaging at the time did not appear to show an issue with the location of the toilet outside of Council's boundary. As a result, the new toilet facility was constructed on the same site as the old facility in 2021/2022.

In late 2024, following the sale of the land of the former RSL Hall, Council were notified of a potential minor land encroachment that resulted in the south eastern corner of the new facility (impacting predominately the veranda/apron area) encroaching on the neighbouring lot by a few square metres. An initial review of the cadastral data on Council's GIS system indicated that the toilet block was located on Council land. The source plans of the Council cadastral data come from the State entity Six Maps. For completeness, Council staff then sought advice from local surveyors who searched the original records to ascertain the actual boundary alignment. This further investigation confirmed that there was an error with the original State based cadastral information.

Following discussions regarding options for rectification, it was determined that the most cost effective way to overcome this issue was to relocate the new facility to be well within TRC boundary. This was a relatively simple solution as the facility was of modular design. This enabled the roof to be lifted off in one piece, and then the walls and slab (with walls remaining bolted to the slab) to be relocated by a crane as a complete unit. This was exactly how the new facility was installed in 2022. The total project cost for the relocation was \$63k, which included all site costs, contractor costs, remediation costs and legal costs associated with the project and dealings with the adjoining owner of the impacted property.

All of these works were undertaken without impact on other capital works projects scheduled.

## 5.5 NOTICE OF MOTION – CR STEPHEN MEARS - REQUEST FOR FULL FISCAL ANALYSIS – COMMERCIAL DEVELOPER CHARGES

Reference: Item 8.2 to Ordinary Council 16 December 2025 – Minute No 315/25

### **MOTION**

#### **That Council:**

1. *Request the General Manager prepare and present a detailed fiscal analysis of the developer charge structure adopted under Resolution 315/25 (Option 3) compared with the previously applied location-based developer charge structure (Option 1).*
2. *The analysis should include, but not be limited to:*
  - a. *[Insert full fiscal data here] – including total revenue differences between Option 3 and Option 1 and projected impacts on water and sewer funds over short, medium, and long-term timeframes.*
  - b. *Identification of any cross-subsidisation between service areas resulting from Option 3.*
  - c. *Clarification of how any revenue shortfall will be addressed, including whether recovery will occur via water and sewer charges, service fees, or other Council revenue sources.*
  - d. *Confirmation of whether any direct or indirect cost will be borne by existing residents, ratepayers, or water and sewer customers.*
  - e. *Assessment of compliance with applicable NSW developer charge guidelines and any associated risk to Council.*
3. *Provide the completed report as a formal agenda item for a future Ordinary Council Meeting so that the financial implications of the adopted developer charge structure are clearly documented and publicly available.*

Notice is given that I intend to move the above Motion at the Meeting of the Council to be held on 24 March 2026.

### **SUPPORTING INFORMATION**

The purpose of this Notice of Motion is to ensure full transparency so that all councillors, Council staff, and the community are fully aware of the fiscal liabilities confronting Council and ratepayers if Option 3 remains the adopted developer charge structure.

#### **Background**

At the Ordinary Meeting of Council on 16 December 2025, Council adopted Resolution 315/25 (Option 3 under Item 8.2 – Commercial Developer Charges), introducing a uniform developer charge for water and sewer services across all service areas in the Tamworth Regional Council area. It has been publicly stated that this adoption would not result in any cost or ongoing financial impact on residents or ratepayers. However, the report noted the potential for cross-subsidisation within Council's water and sewer funds, and no comprehensive fiscal analysis was provided comparing Option 3 with the previously applied location-based charges (Option 1).

Cr Stephen Mears

19 March 2026

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**5.6 NOTICE OF MOTION – CR RYAN BROOKE, CR CHARLES IMPEY - FEASIBILITY OF HEATING THE KOOTINGAL WAR MEMORIAL SWIMMING POOL**

**MOTION**

*That Council request a report outlining preliminary scoping of potential options that could be pursued to heat the Kootingal War Memorial Swimming Pool for use during winter months, to inform Council and residents alike of the feasibility of such actions.*

Notice is given that I intend to move the above Motion at the Meeting of the Council to be held on 24 March 2026.

**SUPPORTING INFORMATION**

While Council pursues the construction of the forthcoming Aquatic, Education and Health Centre of Excellence (Aquatics Centre), private businesses ceasing their pool services has resulted in a lack of winter swimming options within the Tamworth Region.

It is hoped that this will only apply for one winter swimming season before the Aquatics Centre is operational, but Council needs to be cognisant of the possibility of construction delays and extended construction timeline for the Aquatics Centre that could result in more than one winter passing during construction.

The negative effects the absence of a heated facility available throughout the autumn and winter months has on the various social groups, networks and those who support the users of such a facility are significant.

Councillors have been made aware of various groups and programmes that will be impacted by the lack of a winter swimming facility in the region including:

- Tamworth City Swimming Club (200 members)
- Kootingal Swimming Club (140 members)
- Scully Park Swimming Club (100 swimmers)
- Masters/adult squad (35 members)
- Tamworth Water Polo (360 members)
- Tamworth Triathlon Club (80-100 members)

In addition, the lack of a winter swimming venue would impact recreational swimmers, swimmers/water walkers for rehabilitation, and learn to swim courses.

A potential solution for this that has been suggested by the community is upgrading the Kootingal War Memorial Swimming Pool (Kootingal Pool), as it is thought that the length and depth of the pool would make required upgrades and operational costs relating to heating comparatively feasible compared to the Tamworth Olympic Swimming Pool and South and West Tamworth War Memorial Swimming Pool.

This is a suggestion that various Councillors have expressed interest in reviewing further. In addition to the suggestion that heating of the Kootingal Pool would be comparatively significantly less than Tamworth-based pools, Kootingal's central proximity in the region would make patronage of a heated Kootingal Pool significantly easier for residents and groups such as those mentioned above as opposed to out-of-region facilities (noting that it's thought that the Kootingal Pool wouldn't be suitable for Water Polo). Further, it's thought that this upgrade would be a worthy investment in both the growing Kootingal community and our region's aquatic facilities notwithstanding the forthcoming Aquatics Centre.

However, various concerns have also been raised about the potential cost to upgrade the Kootingal Pool in the context of Council's larger financial position and the funds committed to current infrastructure projects including the Aquatics Centre. Various Councillors have therefore expressed an interest in requesting Council's staff, utilising our internal knowledge from managing the facility and project management resources, perform some initial scoping to produce a report on potential heating solutions to better inform Councillors and the community alike about the feasibility of pursuing such options. These should include:

- Estimated infrastructure costs
- Estimated operational costs
- Potential site constraints
- Implementation timelines

**(a) Policy Implications**

Nil

**(b) Financial Implications**

Any actions to carry out heating upgrades to existing public pools are unfunded, and if a future decision was made to pursue this funding would need to be allocated in future budgets. The intention of this motion is to inform Council and the community if such actions would be cost prohibitive.

**(c) Legal Implications**

Nil

**(d) Sustainability Implications**

Nil

**(e) Community Consultation**

Nil, but I believe it's worth noting the significant public concern about the absence of a winter swimming open in the region during the construction of the Aquatics Centre.

**(f) Delivery Program Objective/Strategy**

Focus Area 2 - A Liveable Built Environment

Cr Ryan Brooke  
Cr Charles Impey  
20 March 2026

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## **OPEN COUNCIL REPORTS**

### **6 ENVIRONMENT AND PLANNING**

Nil

### **7 INFRASTRUCTURE AND SERVICES**

#### **7.1 OPTIONEERING - RAY WALSH HOUSE AND TAMWORTH REGIONAL COUNCIL ADMINISTRATION ACCOMMODATION**

**DIRECTORATE:** REGIONAL SERVICES  
**AUTHOR:** Mark Gardiner, Manager - Project Planning and Delivery  
Callum Fletcher, Senior Project Engineer  
**Reference:** Item 5.1 to Ordinary Council 23 September 2025 – Minute No 229/25

**2 ANNEXURES ATTACHED**

#### **RECOMMENDATION**

*That in relation to the report “Optioneering - Ray Walsh House and Tamworth Regional Council Administration Accommodation”, Council:*

- (i) receive and note this report;*
- (ii) utilise the information provided in the report to undertake the first phase of consultation with the community; and*
- (iii) provide further instructions on Ray Walsh House and a new Tamworth Regional Council Administration Accommodation Building based on the outcome of this consultation.*

#### **SUMMARY**

This report recommends Council undertake initial consultation with the community, in relation to options for the future of Ray Walsh House (RWH) and due diligence works involving concept designs for a potential new Tamworth Regional Council Administration Accommodation Building (Admin Building) located at the current Hungry Jacks site on the corner of Peel Street and Murray Street. Further instructions are then required from Councillors to progress further works.

#### **COMMENTARY**

##### **Background**

A Council instruction was provided at the September 2025 Meeting, to undertake work associated with the future of RWH and a new Admin Building at the current site of Hungry Jacks. Refer to Item 5.1 to Ordinary Council 23 September 2025 – Minute No 229/25.

This report addresses each instruction separately, with the instruction reproduced from the Meeting minutes in italics, followed by a summary of the information currently known in relation to the instruction, and concluding with potential steps to undertake further works to obtain new information or improve its accuracy, along with the costs to undertake these works. Limitations with the current information is also identified where relevant.

## **Ray Walsh House**

### RWH Instruction 1

*The General Manager is to undertake the necessary actions to determine whether there is a financial benefit for Council to undertake the removal of the asbestos contamination and reinsulate the building. To be clear, this will include obtaining an up-to-date valuation of the building in its current state, an estimated value of the building if it was rehabilitated to a safe standard, and an estimate of the cost to undertake the necessary works. The valuations are to include the potential sale of the two car parks adjoining the building.*

Previous investigation works by NSW Public Works Advisory (PWA) and their cost planner (Concept 2 Reality Consulting) in 2023, provided a rough order of magnitude (ROM) estimate for the remediation and subsequent redevelopment of RWH to accommodate Council's staff and operations; this was estimated to be in the order of \$52.3m - \$64.6m depending on the extent of redevelopment. The removal of asbestos was estimated at \$7 million of this redevelopment estimate, and \$2 million for the reinstatement of fire protection to the structure. These estimates are based on advice from the cost planner as well as market advice from McMahon Services and Rice Construction. The current value of the estimate is likely now to be higher with the escalation of construction costs across the industry.

While older ROM estimates are available for the asbestos remediation and redevelopment of RWH, it is suggested that a current valuation of the property for sale should consider the opportunity presented by the future development of the property, including the highest and best use. A valuation of the building in its current and remediated state was obtained by Council in early 2025, however does not appear to have considered opportunities for highest and best use. This valuation is considered confidential information and not provided in this report.

In order to fully understand the opportunity available, additional work would be needed to obtain up-to-date market pricing for the asbestos remediation, including potentially trialling a portion of removal to verify methodology and therefore total costs. In addition, further advice would need to be sought from development specialists and building consultants to identify the constraints and opportunities associated with redeveloping RWH.

All costs associated with further investigations into the remediation of asbestos and the opportunity for redevelopment, including revaluations of the property and adjoining carparks, are estimated at \$91,000.

### RWH Instruction 2

*Once the actions in (1) have been completed, the General Manager is to arrange a public meeting in the Town Hall for Councillors to undertake community consultation, as per Council's previous resolution, regarding the future of Ray Walsh House. An options paper, endorsed by Councillors, is to be made publicly available at least fourteen days before the public meeting.*

Based on initial feedback from Councillors, it is suggested that a first phase of consultation be undertaken on the content of this report. It is further suggested that following this

consultation with the community the Councillors will be in a better position to provide further instructions on RWH and/or a new Admin Building.

For a second phase of community consultation it is suggested that an external representative, outside of the region, is used to facilitate the session. This would provide an impartial and unbiased facilitator to maintain respectful and meaningful discussion. All costs associated with the consultation session are estimated at around \$13,000 (dependant on the final facilitator engaged).

#### RWH Instruction 3

*The General Manager will receive further formal instructions regarding the future of Ray Walsh House following the outcome of the community consultation and a formal decision being made by Council at an Ordinary Meeting.*

No further works are proposed for the project at this time. It is expected that Councillors will provide an instruction to staff once a direction is agreed on after the initial consultation.

### **Office Accommodation and Visitor Experience Centre**

#### Admin Instruction 1

*The General Manager is to investigate the potential to build a new Civic Administration Building and Visitor Experience Centre on the site currently occupied by Hungry Jacks and the Australian Country Music Foundation (ACMF) in Peel Street Tamworth. This investigation will include site suitability, planning considerations, and the development of a concept design and conceptual estimate.*

Minimal information is currently known for a potential Admin Building and integrated Visitor Experience Centre (VEC) at the current site of Hungry Jacks on the corner of Peel Street and Murray Street. What is known is largely derived from the functional brief developed for the Tamworth Performing Arts Centre (TPAC) project where an option was considered for Council administration accommodation integrated with the TPAC. Initial investigations have been limited to the development of a ROM estimate as outlined in Admin Instruction 3 below.

Refer to Admin Instruction 4 below for indicative costs to undertake further investigations in relation to site suitability, planning considerations and the development of a concept design and more accurate estimate.

#### Admin Instruction 2

*The new building concept is to be large enough to accommodate all the staff previously located in Ray Walsh House, provide for future growth, and include a minimum of 2,000sqm of floor space for a new VEC.*

As above, an area schedule for a new Admin Building was developed as part of the functional brief and concept design work completed for the TPAC project. This schedule was produced by Williams Ross Architects and is **ATTACHED**, refer **ATTACHMENT 1**. The area schedule has been updated to include elements which were previously shared with the integrated TPAC. An area schedule for the VEC was not developed; the ROM estimate for this was simply based on a nominal 2,000m<sup>2</sup> commercial building as per the instruction.

With the availability of this area schedule, no further works under this instruction are deemed necessary. Refer to Admin Instruction 4 below for estimated costs to further develop concept designs.

#### Admin Instruction 3

*The concept design and estimate is to be presented to Council for approval.*

Due diligence work completed to date for the new Admin Building includes advice from an experienced cost planner (Altus Group). A ROM estimate has been developed for all costs associated with establishing this new Admin Building at the site of Hungry Jacks. The estimate was based on the area schedule identified in Admin Instruction 2 above, and detailed within the cost plan which is **ATTACHED**, refer to **ATTACHMENT 2**. A summary of the advice is below in Table 1, noting that this is based on a significant number of assumptions, many identified in the cost plan. The Admin Building estimate allows for all enabling and external works, with the multi-storey carpark option outlined in the cost plan excluded from this summary.

Table 1 – ROM estimate for a new administration building and VEC

Item	Admin Building Cost Estimate (\$ excluding GST)	VEC Cost Estimate (\$ excluding GST)
<b>Net Construction Cost</b>	<b>26,163,433</b>	<b>6,252,100</b>
Contractor preliminaries	4,709,418	1,125,378
Contractor design fees	1,308,172	312,605
Contractor margin	1,569,806	375,126
Locality allowance	1,569,806	375,126
Escalation	4,141,671	989,707
<b>Gross Construction Cost</b>	<b>39,462,306</b>	<b>9,430,042</b>
Professional fees	3,156,984	754,403
Authority fees	295,967	70,725
Internal costs (based on other project performance)	591,935	141,451
Contingency	7,892,461	1,886,008
<b>Total Project Cost</b>	<b>51,399,653</b>	<b>12,282,629</b>

While these ROM estimates are based on the buildings being sited at the current Hungry Jacks location, the costs can be considered as a reasonable order of magnitude estimate for any new Admin Building.

No concept design was produced for either the new Admin Building or VEC, located at the Hungry Jacks site; refer to Admin Instruction 4 below for indicative costs to develop a concept design and refine total project cost estimates.

[Admin Instruction 4](#)

*If approved by Council, the General Manager will be instructed to engage a suitably qualified professional to provide a more detailed cost estimate to deliver the concept design.*

Works to engage qualified professionals to provide concept designs and site investigations are estimated at \$336,000. This includes the cost for specialist consultants for design (architect), development/property, planning, legal, and cost planning, as well as internal staff costs for project management, environment, communications, and surveying work.

Based on the initial ROM estimate already completed for this building and the timeframe for affordability and delivery of same (discussed further in Admin Instruction 5 below), Councillors may resolve to not proceed with this additional scope at this time as there is sufficient information already available for inclusion in the future options report.

Admin Instruction 5

*Estimated construction costs and the corresponding financial implications for Council are to be formally presented to Council.*

ROM cost estimates for the construction of a new Admin Building and VEC are provided in Table 1 in Admin Instruction 3 above.

In relation to financial implications of the construction of a new Admin Building and VEC, consideration is required on the likely timeframe. Indicative estimates for any project to plan, construct, and occupy a new building result in a duration of at least four years. This is broken down to the following activities which would be undertaken sequentially:

- Design and scoping – 18 months;
- Development approvals – 6 months;
- Procurement of main contractor – 6 months;
- Construction – 18 months; and
- Commissioning and staff move-in – 3 months.

The commencement of this indicative timeframe is from the allocation of funding, noting that regardless of whether funded by internal or external sources, total funding for a new Admin Building or full redevelopment of RWH would be expected to take several years to secure.

Admin Instruction 6

*Current investigations to remodel the Hungry Jacks building for use as a Visitor Information [Experience] Centre only are to cease and alternatives considered for the short to medium term relocation of these services.*

No further works are proposed at this time.

**Summary of Costs**

Based on potential further works for each instruction, a summary of applicable cost estimates is provided in Table 2 below.

*Table 2 – Summary of cost estimates for further works under each instruction*

Item	Cost Estimate (\$ excluding GST)
RWH Instruction 1 – RWH revaluation and due diligence	90,750

Item	Cost Estimate (\$ excluding GST)
RWH Instruction 2 – Consultation phase two	13,750
Admin Instruction 1 – Site due diligence	0*
Admin Instruction 2 – Building size	0*
Admin Instruction 3 – Construction cost estimate and design	0*
Admin Instruction 4 – Instruction for design	336,600
Admin Instruction 5 – Construction costs	0*
Admin Instruction 6 – Cessation of works on relocating VEC	0
<b>TOTAL</b>	<b>441,100</b>

Note \*: all costs for site investigation, due diligence, concept design and refined costings for a new Admin Building and VEC are included at Admin Instruction 4.

**(a) Policy Implications**

Nil

**(b) Financial Implications**

The proposed \$441,100 (or part thereof) could be drawn from Council's Regional Development Fund. The forecast position of this Reserve at 30 June 2026 is approximately \$1.64 million.

Given the current internal loan positions arising from the International Flight Training Facility and the Tamworth Global Gateway Park, the allocation of Reserve funding for optioneering under this project should be considered against all other priorities of Council.

Council's current ability to fund a new Admin Building and VEC, or the remediation and redevelopment of RWH, is severely constrained by Council's current and forecast long-term financial position. Based on an estimated loan of approximately \$50 million at 6% interest over a 30-year period, the first 5 years would see principal and interest repayments of \$4.5-5 million annually. Council's current General Fund Long Term Financial Plan (page 26) shows Council's Net Operating Result before Capital Grants and Contributions is unable to accommodate this level of loan repayment.

The 4-year financial overview in Council's Delivery Program (page 38) predicts an increase of approximately \$2 million annually to Council's internal reserves, which is insufficient to cover the additional loan repayments.

As agreed by the Councillors at a previous workshop, it is considered unlikely that Council would be successful in obtaining significant external grant funding from either the NSW or Australian Governments for the construction of a new Admin Building or redevelopment of RWH to accommodate Council's administration staff.

All figures herein exclude GST.

**(c) Legal Implications**

Subject to Council direction on scope and budget, external contractors and consultants will be engaged under the provisions of relevant contract terms in accordance with Council's Contract Management Guideline. This includes standard contract templates prepared with the assistance of an external legal consultant. Where templates are not suitable, bespoke contract documents will be developed by Council with assistance from an external legal consultant. All contracts would result in Council owning all Intellectual Property developed during the project.

**(d) Community Consultation**

This report includes a recommendation for Councillors to undertake their own initial consultation with the community before providing further instructions on RWH, a new Admin Building and/or the VEC.

**(e) Delivery Program Objective/Strategy**

Focus Area 9 – Open and Collaborative Leadership

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**7.2 TAMWORTH REGIONAL COUNCIL WASTE AUDITS - 2025**

**DIRECTORATE: WATER AND WASTE**

**AUTHOR: Doug Hughes, Manager - Waste & Resource Recovery**

**3 ANNEXURES ATTACHED**

**RECOMMENDATION**

*That in relation to the report "Tamworth Regional Council Waste Audits - 2025", Council receive and note the report.*

**SUMMARY**

The purpose of this report is to advise Council of the findings of various waste audits conducted on Council waste collection services and facilities during October and November 2025.

**COMMENTARY**

Council engaged waste consultancy firm, Knowwaste Pty Ltd, in July 2025, to carry out a waste audit project. This engagement was conducted as a joint procurement exercise with Armidale Regional and Uralla Shire Councils, with Council's entering into their own individual contracts.

Audits were physically conducted in October and November 2025, at a cost to Tamworth Regional Council of \$76,865 (excluding GST). The last similar audit on kerbside collection services was conducted in 2017.

The purpose of the audit project was to gain more data regarding waste streams disposed within Council's collection systems. Data from the audit will allow comparison of previous audit data, inform resource recovery performance to industry benchmarks and identify opportunities for greater resource recovery.

The waste audit project was separated into three individual audits as follows:

- 1) Kerbside Bin Audits** – Methods followed NSW EPA Guidelines for Conducting Household Kerbside Residual Waste, Recycling and Garden Organics Audits in NSW. The objectives were to understand:

- generation rates and presentation rates per household;
- material composition of all three waste collection streams (waste, recycling and garden organic bins);
- leakage of recoverable items in the waste streams (items that could have been placed in the existing kerbside recycling and garden organic bins);
- contamination rates in the recycling and garden organic bins; and
- geographic variation between urban and regional centre services.

**2) Self-Haul Assessments** – Visible assessments. The objectives were to understand:

- characterise what materials residents were bringing to these sites;
- how well materials were being separated; and
- and how effectively the facilities were supporting diversion from landfill.

During the self-haul assessments, auditors took the opportunity to talk and receive feedback from residents (total of 14 conversations across the 3 sites) on a number of key topics, being:

- Level of service
- User experience (including improvements)
- Functionality of the sites

**3) Public Place Bin Assessments** – Visible assessments. The objectives were to understand:

- capture baseline data covering bin condition, usage levels, and contamination rates;
- recycling system effectiveness; and
- the scale of Container Deposit Scheme (CDS) items being placed in the bins.

The full reports for each of the individual audits are **ATTACHED**, refer **ANNEXURES 1, 2 and 3**.

Please note that whilst audits are designed to provide an overview of waste habits, they are a snapshot in time and have specific events that impact results (ie, periods of wet weather or seasonality that increase green organic waste generation). Residential waste generation is normally higher during warmer months, which is why these audits were conducted in October / November.

Some of the key takeaways are summarised below.

**Kerbside Bin Audits**

1) General Waste (Red lidded bin);

- Waste generation was just under the state average of 11 kilograms (kg) per household per week (ph/wk) (10.9 kg/ph/wk);
- Organic material represents 51.8% of residual waste (loose food waste 21.5%, food in containers 14.1% and garden organics 16.2%); and

- Approximately 26.5% of general waste could be diverted through existing kerbside services. (Garden organics 16.2% and mixed recycling 10.3%).
- 2) Mixed Recycling (Yellow lid bin);
    - Recycling generation was under the state average of 4kg/ph/wk (3.3 kg/ph/wk); and
    - The mixed recycling stream is performing well overall, with recyclable materials forming the majority of contents (81%) i.e. there is low contamination of the yellow lid bin with materials that cannot be recycled
  - 3) Garden Organics (Green lid bin);
    - Garden generation was well over the state average of 6kg/ph/wk (13.6 kg/ph/wk);
    - The green bin is used almost entirely correctly (almost nil contamination), with >99% garden organics; and
    - Contamination is consistently very low (<0.5%) across serviced areas.

### **Self Haul Assessments**

- 1) The average sample size across the sites was 0.64m<sup>3</sup>, approximately a ute tray load of material.
- 2) Of the samples assessed at audited sites (Barraba, Kootingal and Duri), over 71% of the material can be diverted from landfill, approximately 8% may be able to be diverted with new recycling options, and 21% was general waste items that are sent to landfill.
- 3) Residents who used the self-haul drop offs were generally very satisfied with the service provided by Council.
- 4) The most frequent recurring feedback for improvement at all sites, was the frequency residents had recalled getting punctures after visiting the drop off centres.
- 5) Site improvements that have been identified from the assessments and should be considered, include:
  - consistent, network-wide signage system;
  - improve housekeeping and debris management; and
  - sites are logically arranged to minimise vehicle congestion and cross-traffic.

### **Public Place Bin Assessments**

- 1) Across the LGA, the average bin fullness ranged between 32% - 59%, indicating generally sufficient capacity, though isolated examples of overflowing bins were observed;
- 2) Recyclable material leakage into general waste was consistent across multiple bin types, with approximately 8.7% - 13.9% of waste bin contents able to be diverted to existing kerbside recycling systems;
- 3) The presence of Container Deposit Scheme (CDS) eligible items, which are containers eligible for a return refund at specific return points, was significant. Particularly in double bin surround recycling bins where an average of 25.3 refundable containers per bin were found;

- 4) Signage was found to be a critical service gap and potentially a driver of poor diversion performance. 90% of bins had no education signage, the remaining 10% of bins had signage in poor condition;
- 5) Illegal dumping behaviours (including household waste in public place bins) were widespread in freestanding bin configurations, observed in 31% - 65% of stand bins. In contrast, bin surrounds which restrict access experienced higher asset protection and longer residual lifespan; and
- 6) Overflowing bins were isolated but indicate areas of seasonal or event-based demand or higher illegal dumping frequency.

Councillors would be aware the provision of public bins is a responsibility of the Regional Services Directorate. Waste and Resource Recovery service the public space bins and charge Regional Services for this service. As a result any changes to the number of public space bins, the type of bins, the frequency of service etc is a decision for Council as appropriate, via the Regional Services Directorate.

In relation to the overall audit results Council already has a number of initiatives in progress including the following:

- review of food organics recycling options and collection systems (future Council report);
- signage review at rural facilities, to standardise and provide a common look; and
- Council waste education program will be tailored from the audit results to maximise resource recovery.

The results of the audits will be used to inform further programs under Council's Waste Management Strategy.

**(a) Policy Implications**

Nil

**(b) Financial Implications**

Audits were completed at a cost of \$76,865 (excluding GST). The cost of any recommendation implementations will be included in future budget deliberations via the relevant Council directorate.

**(c) Legal Implications**

Nil

**(d) Community Consultation**

Nil

**(e) Delivery Program Objective/Strategy**

Focus Area 3 - Prosperity and Innovation.

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### **7.3 PROPOSED 2026/2027 AIRPORT FEES AND CHARGES**

**DIRECTORATE: REGIONAL SERVICES**  
**AUTHOR: Dean Taylor, Manager Aviation Precinct**

**1 ANNEXURES ATTACHED**

#### **RECOMMENDATION**

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***That in relation to the report “Proposed 2026/2027 Airport Fees and Charges”, Council approves in principle the fees and charges proposed for the 2026/2027 financial year as per the attached document for inclusion in the draft 2026/2027 Annual Operational Plan.***

**SUMMARY**

The purpose of this report is to present to Council the proposed 2026/2027 Airport Fees and Charges, and to obtain approval in principle in advance of preparing the draft 2026/2027 Annual Operational Plan (AOP). The proposed 2026/2027 document is **ATTACHED**, refer **ANNEXURE 1**.

**COMMENTARY**

Under the Integrated Planning and Reporting (IP&R) Framework, Tamworth Regional Council is required to prepare a number of documents to facilitate integration of long-term planning and implementation of Council activities. An AOP must be developed each year for adoption of the actions, budget and revenue policy proposed for the next financial year. This requires several months of preparation, at least 28 days of public exhibition, and further time to consider public submissions before final adoption. Accordingly, it is usually late April/early May before the draft AOP is ready and late June before the final plan is adopted.

Council has some contractual obligations, for example, the notification of passenger and security fees, that require any fee or charge changes to be provided 90 days in advance in order to be effective. While the IP&R framework requires that all sections of the AOP must be adopted as part of the one process, an advance approval in principle allows for the contractual obligations to be met for 1 July implementations.

It is planned to have the draft 2026/2027 AOP ready for adoption by Council for public exhibition at a meeting to be held in May 2025. The draft Statement of Revenue Policy will be included at that time, which will detail the proposed rates, annual charges and water and sewerage usage charges.

**(a) Policy Implications**

Nil

**(b) Financial Implications**

Nil

**(c) Legal Implications**

Section 610F(2) of the Local Government Act 1993, requires that public notice of proposed fees must be given in accordance with Section 405 in the draft Annual Operational Plan for the forthcoming financial year.

**(d) Community Consultation**

Community consultation and feedback will be undertaken in May 2026 with the 2026/2027 AOP.

**(e) Delivery Program Objective/Strategy**

Focus Area 9 – Open and Collaborative Leadership

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**7.4 ENERGY AUDITS - COUNCIL'S COMMUNITY FACILITIES AND INFRASTRUCTURE ASSETS**

**DIRECTORATE: WATER AND WASTE**

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**AUTHOR:** Ashleigh Smith, Sustainability Coordinator

**Reference:** Item 8.2 to Ordinary Council 14 October 2025 - Minute No 252/25

**1 ANNEXURES ATTACHED**

### **RECOMMENDATION**

*That in relation to the report “Energy Audits - Council’s Community Facilities and Infrastructure Assets”, Council receive and note the report.*

### **SUMMARY**

The purpose of this report is to present the recommendations from the Energy Audit Report to Council. The report contains potential opportunities to improve energy efficiency for 22 of Council’s highest energy using assets, as well as key community facilities which require energy or Heating Ventilation and Air-Conditioning (HVAC) related upgrades to continue operating into the future, as the HVACs are at end of life.

### **COMMENTARY**

A key Target, Objective and Action contained under the energy focus area of our Environmental Sustainability Strategy and Action Plan 2022-2026 was to conduct an Energy Audit of Council’s high energy consuming assets and facilities. As part of this process, assets and facilities consuming over 50Mwh/year of electricity were prioritised. Other community assets were included where upgrades to HVAC systems were considered critical to enable these community facilities to continue to operate.

To implement the Energy Audit Action, Council went to a Request for Quotation (RFQ). Following this process, 100% Renewables was engaged to undertake and deliver audits at a number of its community facilities and infrastructure assets. The audits were conducted in accordance with the AS/NZS 3598:2014 Standard for Type 2 energy audit, specifically for commercial buildings (3598.1), and for industrial and related activities (3598.2) as applicable. Council had two primary drivers for this audits which included:

- to develop an energy audit-informed approach to energy management which includes exploring renewable energy opportunities and improving the energy efficiency across multiple high energy consuming assets and facilities. The recommendations from this report are intended to inform Council’s Asset Management Plans, Operational Plan, Delivery Program and budget processes going forward with the intent to improve the Organisations energy efficiency of high energy consuming assets and facilities; and
- to identify and develop energy savings and renewable energy opportunities that align with the requirements of the Australian Government’s Community Energy Upgrade Fund (CEUF) Round 2, to support an application to the grant. This component of the audit focused on facilities that provide community benefit in accordance with the CEUF grant requirements.

The Energy Audit report presents the findings and recommendations from energy audits completed at a total of 22 Council owned sites, including seven facilities identified as potential CEUF grant candidates due to their community benefit, and 15 other sites audited to inform Council’s broader energy management approach. The CEUF sites were prioritised to enable the CEUF grant application to be submitted by the deadline. Unfortunately, the Grant application was unsuccessful, however the information gained through the audit and grant application process is vital in understanding types of solutions that should be considered and what the financial and timing implications of each option are.

CEUF-applicable sites audited include:

- Australian Equine and Livestock Events Centre (AELEC);
- Barraba Swimming Pool;
- Tamworth Regional Entertainment and Conference Centre (TRECC);
- Tamworth Sports Dome;
- Australian Country Music Hall of Fame;
- Tamworth City Library and Tamworth Regional Gallery; and
- Tamworth Town Hall

Other sites audited include:

- Calala Water Treatment Plant (WTP);
- Victoria Park Reservoir and Pumping Station;
- Dungowan Dam;
- Manilla Water Treatment Plant (WTP);
- Manilla Pumping Stations;
- Namoi Pumping Stations;
- Flynn Street Depot;
- Barraba Water Treatment Plant;
- Nemingha Pumping Station;
- Lockheed Street Depot;
- 7–11 Anne Street;
- Forest Road Landfill – Landfill, North Reservoir, and SMRF;
- 474 Peel Street;
- Bicentennial Park; and
- Peel House

As outlined above, key recommendations from 100% Renewables Energy Audit report are intended to be integrated into operational and asset management plans by asset owners and included within future budget processes.

**(a) Policy Implications**

Nil

**(b) Financial Implications**

The total value of implementing all recommendations from the Energy Audit report varies from from \$10.06 million (minimum scenario) to \$11.76 million (maximum scenario), with a payback period of 13.5 years (minimum scenario) to 13.6 years (maximum scenario). The associated estimated cost savings (per annum) range from \$743,168 to \$866,573. As such opportunities need to be prioritised by working with

facility managers, and considering payback periods, as well as energy efficiency upgrades that are critical in enabling key community facilities to continue to operate.

**(c) Legal Implications**

All United Nations member Countries are phasing out the production and import of ozone depleting substances including R22 refrigerant gas. The Heating Ventilation and Air-Conditioning (HVAC) systems at the Tamworth Gallery/Library, Tamworth Town Hall and TRECC are all coming to end of their functional life, and they all still use R22 gas to function, this gas has been phased out since 1996 and will cease bulk imports to Australia by the year 2030.

**(d) Community Consultation**

Nil

**(e) Delivery Program Objective/Strategy**

Focus Area 6 – Working with and Protecting our Environment

Focus Area 9 – Open and Collaborative Leadership

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## **8 GOVERNANCE, STRATEGY AND FINANCE**

### **8.1 LOCAL GOVERNMENT PROFESSIONALS INTERNATIONAL SCHOLARSHIP**

**DIRECTORATE: OFFICE OF THE GENERAL MANAGER**

**AUTHOR: Paul Bennett, General Manager**

#### **RECOMMENDATION**

*That in relation to the report “Local Government Professionals International Scholarship”, Council:*

- (i) authorise the Acting Executive Manager Strategy and Performance to attend the Canadian Association of Municipal Administrators Conference in Whistler, Canada and a study tour from 22 May – 2 June 2026; and*
- (ii) require a report to Council following the visit of the outcomes.*

#### **SUMMARY**

The purpose of the report is to request approval from Council for the Acting Executive Manager Strategy and Performance, Karen Litchfield, to attend the 2026 Canadian Association of Municipal Administrators Conference (CAMA) and study tour from 22 May – 2 June 2026.

#### **COMMENTARY**

Each year, Local Government Professionals NSW undertakes International Scholarships to New Zealand, United States of America, Canada, Japan and the UK. Members are invited to submit an application to participate in these opportunities. The application must be supported by the General Manager and successful applicants are expected to host the reciprocal participant at the LGC26 Conference in August.

Karen Litchfield, Acting Executive Manager Strategy and Performance, submitted an application in December to participate in the CAMA scholarship. Karen’s application was short listed by LG Professionals and progressed to the next round where a Teams interviews

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was undertaken with four members of the LG Professionals Board, the LG Professionals CEO and the LG Professionals Membership Manager. The focus of the study tour will be Governance.

Karen was advised on 2 March 2026 that her application was successful and she will now attend the CAMA Conference in Whistler from 24-28 May 2026 and then undertake a study tour visiting Local Councils in British Columbia to understand their Governance Structures, Council elections, social media impacts and other processes. Tamworth may also host the reciprocal participant to visit Tamworth in August 2026.

**(a) Policy Implications**

This report complies with Councils current policy on Travel – Overseas Visits.

**(b) Financial Implications**

Nil direct costs for the initial exchange. The exchange is fund by LG Professionals.

Any hosting responsibilities will be staff costs and potentially some hospitality of not more than \$250.

**(c) Legal Implications**

The current directive from the Office of Local Government provides that any Council decision for delegates to undertake overseas travel must be determined at an Ordinary meeting of Council in Open Session. Details of overseas travel by official Council representatives is also to be recorded in Council’s Annual Report for the respective financial year. The Independent Commission Against Corruption has issued guidance for Councillors on corruption risks associated with overseas travel. This guidance has been adopted as a guideline under section 23A of the *Local Government Act 1993* and *has been considered as part of this report*.

**(d) Community Consultation**

Nil

**(e) Delivery Program Objective/Strategy**

Focus Area 9 – Open and Collaborative Leadership

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**8.2 COUNCIL INVESTMENTS FEBRUARY 2026**

**DIRECTORATE:** OFFICE OF THE GENERAL MANAGER  
**AUTHOR:** Sherrill Young, Manager - Financial Services  
Hannah Allwood, Accountant

**1 ANNEXURES ATTACHED**

**RECOMMENDATION**

*That in relation to the report “Council Investments February 2026”, Council receive and note the report.*

**SUMMARY**

In accordance with *Local Government (General) Regulation 2021*, Clause 212, the purpose of this report is to:

- provide Council with a register of investments held as at 28 February 2026; and
-

- provide Responsible Accounting Officer certification that investments comply with: the *Local Government Act 1993*, *Local Government (General) Regulation 2021* and Council's Investment Policy.

The register and accompanying certification can be found **ATTACHED**, refer **ANNEXURE 1**.

## **COMMENTARY**

The register **ATTACHED**, refer **ANNEXURE 1**, shows Council's cash and investment holdings as at 28 February 2026.

As at 28 February 2026, Council's portfolio performed above the industry average, returning 4.34% against the three-month Bank Bill Swap rate (3mBBSW) of 3.9931%.

### **(a) Policy Implications**

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

### **(b) Financial Implications**

Nil

### **(c) Legal Implications**

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

- *Local Government Act 1993* – Section 625;
- *Local Government Act 1993* – Order (of Minister) dated 16 November 2000; The Trustee Amendment (Discretionary Investments) Act 1997 – Sections 14A (2), 14C (1) and 2;
- *Local Government (General) Regulation 2021* – Clauses 212; and
- *Local Government Code of Accounting Practice & Financial Reporting* – Update No 15 dated June 2007.

### **(d) Community Consultation**

Nil

### **(e) Delivery Program Objective/Strategy**

Focus Area 9 – Open and Collaborative Leadership

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## **8.3 INTEGRATED PLANNING AND REPORTING, OUR PROGRESS REPORT, JULY-DECEMBER 2025**

**DIRECTORATE:** OFFICE OF THE GENERAL MANAGER  
**AUTHOR:** Katie Alchin, Manager Strategy & Performance

**1 ANNEXURES ATTACHED**

### **RECOMMENDATION**

*That in relation to the report “Integrated Planning and Reporting, Our Progress Report, July-December 2025”, Council receive and note the report.*

### **SUMMARY**

The purpose of this report is to present to Council Our Progress Report, July-December

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2025. This report demonstrates progress against actions outlined in the Delivery Program 2025-2029 and the Operational Plan and Budget 2025/26.

### **COMMENTARY**

As legislated by the Local Government Act 1993, all Councils in NSW are required to prepare a comprehensive suite of planning and reporting documentation in accordance with the Integrated Planning and Reporting (IP&R) framework.

The aim of this framework is to support Councils in developing short-, medium- and long-term strategies that address and support the priorities and aspirations of the community, whilst giving due consideration to the broader contexts of Regional and NSW State Government planning priorities.

At the top of the IP&R suite, Council leads the development and implementation of a Community Strategic Plan that provides strategic direction for the community for a minimum of 10 years. The IP&R suite's medium- and short-term plans are known as the Delivery Program (four years) and Operational Plan (annual).

The IP&R framework also includes a mechanism for reporting back to the community on the outcomes for each strategic plan within the suite.

In accordance with Section 404 of the Local Government Act 1993, Council must ensure that progress reports are provided to Council with respect to the principal activities detailed in the Delivery Program at least every six months.

### **Our Progress Report**

Our Progress Report, July - December 2025 **ATTACHED**, refer **ANNEXURE 1**, outlines progress against 251 actions identified in the Operational Plan and Budget 2025/26.

The status determination is recorded as either *Achieved*, *On Track*, *Monitor* or *Discontinued*.

At the conclusion of the reporting period, 85% of the recorded actions were reported as *Achieved* or *On Track*, and 15% were identified as *Monitor*. Actions have been accompanied by reporting insight comments.

Our Progress Report, July-December 2025, should be read in conjunction with the IP&R suite of documents including the Community Strategic Plan 2025-2035 and the Delivery Program 2025-2029.

#### **(a) Policy Implications**

Nil

#### **(b) Financial Implications**

Nil

#### **(c) Legal Implications**

The Integrated Planning and Reporting Framework is legislated under the Local Government Act 1993.

#### **(d) Community Consultation**

Nil

#### **(e) Delivery Program Objective/Strategy**

Focus Area 9 – Open and Collaborative Leadership

## 8.4 ANNUAL OPERATIONAL PLAN 2025/2026 BUDGET VARIATION REPORT - FEBRUARY 2026

**DIRECTORATE:** OFFICE OF THE GENERAL MANAGER  
**AUTHOR:** Sherrill Young, Manager - Financial Services  
**Reference:** Item to Ordinary Council 30 June 2025 - Minute No 147/25  
 Item to Ordinary Council 23 September 2025 - Minute No 229/25

**1 ANNEXURES ATTACHED**

### RECOMMENDATION

*That in relation to the report “Annual Operational Plan 2025/2026 Budget Variation Report - February 2026”, Council note and approve the variations to the existing budget as listed in the ANNEXURES attached to the report.*

### SUMMARY

This report seeks Council approval for budget variations identified during February 2026, for which there has been no previous specific report or approval.

### COMMENTARY

Council adopted the original budget included in the Annual Operational Plan for 2025/2026 at the Ordinary Meeting of Council held 30 June 2025. Any changes to the budget must be approved by Council at a later Ordinary Meeting. The budget forms the basis for future forecasts and the legal authority for staff to commit expenditures. Constant monitoring and updating of the budget is important for sound financial management. The Variation Reports are **ATTACHED**, refer **ANNEXURE 1**.

Readers of this report are reminded that its contents should not be viewed in isolation. Quarterly Budget Review Statements provide additional revised information for budget forecasts and actual year-to-date results.

There are only three budget variation requests for February 2026 requiring Council’s authorisation. The budget variations pertain to works being carried out on Marius Street, additional funding for investigation of an industrial relations matter and finally investigating construction work at Peel House.

### February 2026 Budget Variations

Description	Budget Variation	Operating Income	Operating Expenses	Capital Income	Capital Expenses
People & Culture	20,130	0	20,130	0	0
Project Costing	20,000	0	0	0	20,000
Water & Wastewater	100,000	0	100,000	0	0
<b>TOTAL</b>	<b>140,130</b>	<b>0</b>	<b>120,130</b>	<b>0</b>	<b>20,000</b>

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

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

**(a) Policy Implications**

Nil

**(b) Financial Implications**

The variations included in the report have the following impact on forecast results for 2025/2026 by fund of:

Fund	Operating Income	Operating Expenses	Capital Income	Capital Expenses
General	0	20,130	0	20,000
Water	0	50,000	0	0
Sewer	0	50,000	0	0
<b>Total</b>	0	120,130	0	20,000

**(c) Legal Implications**

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

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

**(d) Community Consultation**

Nil

**(e) Delivery Program Objective/Strategy**

Focus Area 9 – Open and Collaborative Leadership

**8.5 2026 ANZAC DAY MEMORIAL SERVICES WITHIN THE TAMWORTH LOCAL GOVERNMENT AREA**

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

**RECOMMENDATION**

*That in relation to the report “2026 ANZAC Day Memorial Services within the Tamworth Local Government Area ”, Council nominate Council representation at the following locations:*

*Attunga*

*Barraba*

*Bendemeer*

*Duri*

***Kootingal***

***Moonbi Masonic Village RFBI***

***Manilla***

***Manilla Central School***

***Moonbi***

***Nundle***

***Somerton***

***Tamworth Dawn Service***

***Tamworth Service***

***Gipps Street Memorial***

**SUMMARY**

The purpose of this report is to allocate individual Councillor's attending the 2026 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.

**Tamworth**

A formal invitation to Council has been received from the Tamworth RSL Sub-Branch. The events Anzac Day 2026 will be as follows:

5.30am	Anzac Day Dawn Commemoration Service	ANZAC Memorial Gates	Anzac Park
10.45am	Main Commemorative Service	Tamworth Memorial Town Hall	Fitzroy Park
12Noon	Tamworth RSL Sub-Branch Anzac Day Luncheon	All attendees (except official guests) are required to have a paid ticket.	Diggers Club, Kable Avenue, Tamworth

***Gipps Street Memorial***

A formal invitation has been received from the Rotary Club of Tamworth West; with the Anzac Day Memorial Service at the Gipps Street Memorial commencing at 7.00am.

**Moonbi**

A formal invitation to Council has been received, the Moonbi Masonic Village RFBI will host a Service on Wednesday, 23 April at the Moonbi Masonic Village RFBI starting at 10.00am with light refreshments served from 11.00am.

**Bendemeer**

A formal invitation to Council has been received from the Bendemeer Returned Services Association for Councillors to attend the Dawn Service which will commence at 5.30am at the Anzac Memorial Gates in Memorial Park, Memorial Drive to lay a wreath on behalf of

Council. There will be a breakfast at 6.00am, followed by the March which commences at 10.45am at the corner of Havannah Street and Memorial Drive.

### **Duri**

A formal invitation to Council has been received from the Duri Progress Association for Councillors to attend the Duri Anzac Service which will commence at 7.30am at the Duri War Memorial, Duri Sportsground, Duri-Dungowan Road, to lay a wreath on behalf of Council. There will be a morning tea commencing after the conclusion of the service.

### **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**

A formal 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 Town Hall-

### **Somerton**

No formal invitation to Council has been received, however, the March from Kootingal School normally commences at 8.00am (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 commenced 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.

### **Attunga**

A formal invitation to Council has been received from the Attunga Anzac Day Committee for the Anzac Day however, the March normally commenced 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.

### **Barraba**

No formal invitation to Council has been received however, the Dawn Service normally commences at 6.00am 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.

### **(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

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**8.6 AUDIT, RISK AND IMPROVEMENT COMMITTEE**

**DIRECTORATE:** OFFICE OF THE GENERAL MANAGER  
**AUTHOR:** Karen Litchfield, Acting Executive Manager Strategy & Performance

2 CONFIDENTIAL ENCLOSURES ENCLOSED

**RECOMMENDATION**

*That in relation to the report “Audit, Risk and Improvement Committee”, Council:*

- (i) receive and note the Minutes of the meeting held 18 February 2026; and*
- (ii) accept the Annual Report presented by the Audit, Risk and Improvement Committee.*

**SUMMARY**

The purpose of this report is to present to Council the Minutes of the Audit, Risk and Improvement Committee meeting held Wednesday, 18 February 2026, and to present to Council the Annual Report from the Audit, Risk and Improvement Committee for 2025.

**COMMENTARY**

The quarterly meeting of the Audit, Risk and Improvement Committee was held on Wednesday, 18 February 2026. The Minutes of the meeting are **ENCLOSED**, refer **CONFIDENTIAL ENCLOSURE 1**.

As part of the Office of Local Government Guidelines, the Audit, Risk and Improvement Committee is required to provide an annual assessment to the Governing Body each year. The assessment must include a summary and assessment of the work the Committee performed to discharge its responsibilities during the preceding year, an overview and assessment of the work of the internal audit function, progress against key performance indicators, advice on the appropriateness of the Committee's Terms of Reference, an independent assessment and advice on matters considered by the Committee during the year that, in the Committee's opinion, and based on the level of risk facing Council, the Governing Body should be informed of and other views or opinions on Council that the Committee wishes to share.

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The Annual Report covers the 2025 year and is **ENCLOSED**, refer **CONFIDENTIAL ENCLOSURE 2**.

**(a) Policy Implications**

Nil

**(b) Financial Implications**

Costs associated with the Internal Audit function are included in the 2025/2026 Annual Operational Plan.

**(c) Legal Implications**

The Local Government Act 1993 states:

**428A Audit, Risk and Improvement Committee**

- (1) A council must appoint an Audit, Risk and Improvement Committee.
- (2) The Committee must keep under review the following aspects of the council's operations—
  - (a) compliance,
  - (b) risk management,
  - (c) fraud control,
  - (d) financial management,
  - (e) governance,
  - (f) implementation of the strategic plan, delivery program and strategies,
  - (g) service reviews,
  - (h) collection of performance measurement data by the council,
  - (i) any other matters prescribed by the regulations.
- (3) The Committee is also to provide information to the council for the purpose of improving the council's performance of its functions.

**(d) Community Consultation**

Nil

**(e) Delivery Program Objective/Strategy**

Focus Group 9 - Open and Collaborative Leadership.

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## **9 COMMUNITY SERVICES**

### **9.1 2026 TAMWORTH NAIDOC COMMITTEE FEE WAIVER REQUEST**

**DIRECTORATE: LIVEABLE COMMUNITIES**  
**AUTHOR: Brad Withers, Aboriginal Liaison Officer**

**1 ANNEXURES ATTACHED**

## RECOMMENDATION

***That in relation to the report “2026 Tamworth NAIDOC Committee Fee Waiver Request”, Council subsidise the fees associated with the hire of Tamworth Regional Council facilities and services by the amount of \$52,248.00.***

## SUMMARY

The Tamworth NAIDOC Committee is again organising events for the 2026 NAIDOC week celebrations from Sunday, 5 July to Sunday, 12 July 2026.

Building on the success of the 2025 events, the Tamworth NAIDOC Committee requires the use of multiple Tamworth Regional Council operated facilities to meet the community needs of these events. Given the importance of NAIDOC week for the local Aboriginal community, and the social benefits associated with these events, it is recommended that Council provide some level of financial support as has occurred in previous years.

## COMMENTARY

The Tamworth NAIDOC Committee (the Committee) will again host the following NAIDOC events:

- Opening Ceremony on Sunday, 5 July at Tamworth Botanic Gardens;
- Tamworth NAIDOC Leaders Photographic Exhibition at Tamworth Regional Gallery;
- NAIDOC March on Friday, 10 July commencing at Viaduct Park, continuing along Peel Street and finishing at Bicentennial Park;
- Family Fun Day at Bicentennial Park Friday, 10 July;
- Debutante Ball on Saturday, 11 July at Tamworth Regional Entertainment and Conference Centre (TRECC); and
- Elders Lunch to be held in September 2026.

The Committee is comprised of local organisations including eight Aboriginal organisations and representatives from a range of local NGOs, community members and Council.

This year's celebrations will align with the National NAIDOC theme "50 Years of Deadly". The Committee considers that a strong partnership with Council supporting event logistics and promotion could broaden the appeal, awareness and participation of the broader community across these NAIDOC Week events.

The Committee has identified Bicentennial Park and the TRECC as the most suitable venues for the Family Fun Day, NAIDOC Debutante Ball and Elders Lunch events, and is seeking a full fee waiver for hire fees, amenities, cleaning and waste removal and audio-visual production fees.

A letter of request from the Committee is **ATTACHED**, refer **ANNEXURE 1**.

The estimated fees for the use of Council facilities and venues as well as the fee for service are outlined in Table 1:

Description	Estimated fee (GST inc.)
Hire of Bicentennial Park on 10 July 2026 – NAIDOC Family Fun Day	\$471.00

Additional bin and amenities cleaning services Bicentennial Park – Family Fun Day	\$600.00
Sound and stage – Events Tech staff	\$996.00
Traffic management and rolling road closures for the NAIDOC March on 10 July 2026	\$13,000.00
Youth Centre – Dance Practice, Debutante Ball workshops (20 sessions)	\$3,562.00
Debutante Ball - Venue hire (TRECC)	\$6,058.00
Debutante Ball - Cleaning (TRECC)	\$1,178.00
Debutante Ball – Décor (TRECC)	\$470.00
Debutante Ball - Staging and equipment (TRECC)	\$5,740.00
Debutante Ball - Tableware and linen (TRECC)	\$787.50
Debutante Ball - Furniture (TRECC)	\$2,240.00
Debutante Ball - Technical staffing (TRECC)	\$2,508.00
Debutante Ball - Production package (TRECC)	\$3,500.00
Debutante Ball - TRECC Other charges (TRECC)	\$1,200.00
Debutante Ball - Production A/V Supplied (TRECC)	\$1,000.00
Elders Lunch - Venue hire (TRECC)	\$2,396.00
Elders Lunch - Cleaning (TRECC)	\$199.00
Elders Lunch - Staging and equipment (TRECC)	\$2,700.00
Elders Lunch - Tableware and linen (TRECC)	\$562.50
Elders Lunch - Furniture (TRECC)	\$1,100.00
Elders Lunch - Technical staffing (TRECC)	\$392.00
Elders Lunch - Production A/V Supplied (TRECC)	\$1,188.00
Elders Lunch - TRECC Other charges (TRECC)	\$400.00
<b>Estimated Total Fees</b>	<b>\$52,248.00</b>

Table 1. 2026 NAIDOC events estimated fees

It is acknowledged that these events will create no direct economic impact for the region due to the community-based nature of the events. However, it is anticipated there will be a significant social return on investment.

These events are fun, family-friendly celebrations of Aboriginal culture, and align with Council's Blueprint 100 Our Delivery Plan - Focus Area 7, by supporting local Aboriginal and Torres Strait Islander communities in the preservation and celebration of their cultures.

Given the social value and benefit of these events to the local Aboriginal community it is recommended that Council support the events with a 100% fee subsidisation for hire of the TRECC and fee waiver for hire and service fees. It is therefore recommended that Council support these events with a fee subsidy of \$52,248.00.

While NAIDOC week each year celebrates and acknowledges our past and our present, it also looks with hope towards the future. The sheer number of events and activities the Tamworth NAIDOC Committee continues to deliver each year emphasises the growing success and importance of NAIDOC Week for our local Aboriginal and Torres Strait Islander communities.

**(a) Policy Implications**

Council's support for the recommended subsidy aligns with Blueprint 100 Focus Area 7, by supporting local Aboriginal and Torres Strait Islander communities in the preservation and celebration of their cultures.

It aligns with the Community Strategic Plan to enrich the experience for visitors with Aboriginal cultural immersion.

It also aligns with Council's adoption of Closing the Gap and is part of Council's commitment to advancing Closing the Gap goals within the Tamworth Region.

**(b) Financial Implications**

It is noted that last year (2025), Council subsidised the NAIDOC week events to the total of \$44,748, following the Committee's successful grant submission which provided \$8,500. The maximum grant that could be applied for in 2026 was \$25,000 through National Indigenous Australians Agency (NIAA) and \$5,000 NSW Aboriginal Affairs. In order to deliver the span of events proposed, the Committee has requested that Council subsidise the events to the amount of \$52,248. Should Council support this fee waiver proposal, \$52,248 will be deducted from the General Fund.

**(c) Legal Implications**

Nil

**(d) Community Consultation**

Nil

**(e) Delivery Program Objective/Strategy**

Focus Area 7 – Celebrate our Cultures and Heritage.

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**9.2 2025/2026 ANNUAL DONATION PROGRAM**

**DIRECTORATE: LIVEABLE COMMUNITIES**

**AUTHOR: Stephenie Crowell, Senior Business Support Officer**

**2 ANNEXURES ATTACHED**

**RECOMMENDATION**

**That in relation to the report “2025/2026 Annual Donation Program”, Council:**

- (i) approve donations to the total value of \$56,393.33; and**
- (ii) endorse the roll-over of the balance of funds totalling \$5,261.67 to the 2024-2025 Annual Donations Program.**

**SUMMARY**

The purpose of this report is to seek Council’s determination of donations to community groups for the 2025/2026 Annual Donations Program, under Section 356 of the *Local Government Act 1993*.

**COMMENTARY**

The Annual Donations Program Assessment Panel consisted of Councillors Sutherland, Mears and Brooke.

In accordance with Council’s policy for the Annual Donations Program, submissions were sought between 27 August and 29 September 2025. Advertising was carried out on Council’s website and social media pages. In addition, a media release was distributed to all local media outlets.

The Annual Donations Assessment Panel met on 23 February 2026, to assess the applications received. The Panel discussed the content of all applications and made recommendations based on the information supplied with each submission.

The recommendations in this report reflect the outcomes of that meeting.

This year 25 applications were received totaling \$93,494.33. Requested amounts ranged from \$200.00 to \$14,000.00. The applications represent a diversity of interest and volunteer commitment from community groups across the Tamworth Regional Council local government area.

**Summary of Donations**

The Panel recommended donations to the value of \$48,393.33 to the following organisations in the amounts listed below:

See table below:

<b>Organisation</b>	<b>Recommended Donation</b>
Barraba Junior Touch Football	\$5,823.94
Barraba Mosaic Art Group (subgroup of Barraba Community Incorporated)	\$5,000.00
Barraba P.,A&H Association Inc.	\$5,000.00
Barraba Potters and Craft Guild Inc.	\$2,500.00
Barraba Preschool Incorporated	\$1,800.00
Bendemeeer Pre-school Incorporated Assoc	\$1,432.00

Co Care Inc.	\$500.00
Niangala Memorial Hall	\$5,000.00
Nundle CWA Art Exhibition	\$1,000.00
Oxley Dog Training Club Inc	\$2,044.00
Riding for the Disabled (association) Tamworth Centre Inc.	\$5,000.00
Tamworth Birdwatchers Inc.	\$1,329.16
Tamworth Community Garden - project of the Rotary Club of Tamworth First Light	\$3,000.00
Tamworth Dementia Respite Service Inc	\$2,523.49
Tamworth Legacy Club	\$3,000.00
Tamworth Peel Evening View Club	\$602.00
Tamworth Physical Culture Club	\$1,313.00
Tamworth U3A Inc.	\$1,304.34
<b>Total Recommended Donations</b>	<b>\$48,393.33</b>

A summary of all submissions received, including the Assessment Panel recommendations is **ATTACHED**, refer **ANNEXURE 1**.

**(a) Policy Implications**

The current Annual Donations Policy provides for recurrent funding to the below-listed groups. The Policy also limits these groups from applying separately for the Annual Donations Program:

See table below:

Barraba Shire Band	\$3,278.00
City of Tamworth Eisteddfod Society	\$13,113.00
Manilla Pipe Band	\$2,185.00
North & North West Community Legal Service Inc	\$1,025.00
St Peter's Anglican Church Committee	\$2,060.00
Tamworth & District Highland Society Pipe Band	\$7,649.00
Tamworth Homeless Connect	\$5,288.00

Tamworth Regional Conservatorium of Music	\$31,688.00
Tamworth RSL	\$1,977.00
Tamworth RSL Brass Band	\$5,469.00
Manilla Show Society (see explanatory note below)	
<b>Total Recurrent Funding</b>	<b>\$73,732.00</b>

The Manilla Show Society was not considered in the initial consultation with Councillors due to an oversight allocation of funds. See **ATTACHED**, refer **ANNEXURE 2**.

**Note:** The \$5,000.00 for the Manilla Show Society will be paid from the Annual Donations budget line, however this should have been paid from the reoccurring Annual Donations budget line

**(b) Financial Implications**

The available budget for the 2025/2026 Annual Donation Program was \$66,655.00. The Annual Donations Assessment Panel recommended that Council approve an allocation of \$56,093.33 to community groups in the Tamworth Regional Council area.

It is recommended that that budget be distributed as follows:

• Annual Donations Assessment Panel Recommendation	\$48,393.33
• Donations to 77 schools and pre-schools	\$7,700.00
• Advertising costs	\$300.00
• * Manilla Show Society *	\$5,000.00
• Recommended balance of funds to be rolled over to 2026/2027 Annual Donations Program	<u>\$5,261.67</u> <b>\$66,655.00</b>

The balance of budget (\$5,261.67) recommended to be rolled over will provide an increased funding pool for the 2026/2027 financial year.

**(c) Legal Implications**

Nil

**(d) Community Consultation**

The Annual Donations program was advertised by way of Council’s website and social media pages. In addition, a media release was distributed to all local media outlets.

Applications were received from a wide range of community groups across the Tamworth Regional Council local government area.

**(e) Delivery Program Objective/Strategy**

Focus Area 4 - Resilient and Diverse Communities.

**9.3 YOUTH WEEK ACTIVITIES - FEE WAIVER**

**DIRECTORATE: CREATIVE COMMUNITIES AND EXPERIENCES**

**AUTHOR:** Roz Pappalardo, Manager - Entertainment Venues

**RECOMMENDATION**

*That in relation to the report “Youth Week Activities - Fee Waiver”, Council Council subsidise the fees associated with the hire of Tamworth Regional Council facilities and services by the amount of \$5,754.50.*

**SUMMARY**

E.S Emojong Consultancy (E.S Consultancy) is organising events for 2026 Youth Week celebrations in the Tamworth Region from 18 April 2026 to 23 April 2026.

Building on the success of previous events, the Youth and Community Projects team requires the use of Tamworth Town Hall (Town Hall) and the Capitol Theatre to meet the community needs of these events. Given the importance of Youth Week for the local community, and the social benefits associated with these events, it is recommended that Council provide some level of financial support, particularly to waive venue hire fees for the Town Hall and Capitol Theatre.

**COMMENTARY**

E.S Emojong Consultancy (E.S Consultancy) will host the following events:

- Tamworth’s Got Talent – Music Competition and Disco – 5.45pm – 9pm, Saturday 18 April 2026, Tamworth Town Hall
- School vs School Youth Week Trivia Showdown – 11am – 2pm, Thursday 23 April 2026, Capitol Theatre

E.S Consultancy is a purpose-led organisation founded by Sewa Emojong, a regionally based consultant who grew up in rural NSW and has spent her career working alongside young people and communities across the regions.

Council received a request from E.S Consultancy, see **ATTACHED** refer **ANNEXURE 1**.

The estimated fees for the use of Council facilities and venues as well as the fee for service are outlined in Table 1:

Description	Estimated fee (GST inc.)
Tamworth Town Hall, Saturday 18 April 2026	\$3,441.00
Capitol Theatre, Thursday 23 April 2026	\$2,313.50
<b>Estimated Total Fees</b>	<b>\$5,754.50</b>

Table 1

It is acknowledged that while these events will create no direct economic impact for the Tamworth region due to the community-based nature of the events, it is anticipated there will be a significant social return on investment.

These events are fun, family-friendly celebrations and align with Council’s Blueprint 100 Our Delivery Plan 2023/2025. Given the social value and benefit of these events to the local community, it is recommended that Council support the events with a 100% venue hire fee subsidisation of Tamworth Town Hall and Capitol Theatre. It is therefore recommended that Council support these events with a fee subsidy of \$5,754.50.

**(a) Policy Implications**

Council's support for the recommended subsidy aligns with Blueprint 100 Focus Area 4 – Build Resilient Communities.

**(b) Financial Implications**

Should Council support this fee waiver proposal, \$5,754.50 would be deducted from the General Fund.

**(c) Legal Implications**

Nil

**(d) Community Consultation**

Nil

**(e) Delivery Program Objective/Strategy**

Focus Area 4 – Resilient and Diverse Communities

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## **10 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.*

### **11.1 PROPOSED LEASE OF 15-21 BRIDGE STREET, WEST TAMWORTH**

**DIRECTORATE:** OFFICE OF THE GENERAL MANAGER  
**AUTHOR:** Nicholas Hawkins, Commercial Property Officer

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 purpose of this report is to seek Council's authorisation to negotiate and enter into a lease agreement with the party identified in the body of this report for 15-21 Bridge Street, West Tamworth.

### **11.2 TENDER T063/2026 - CALALA WATER TREATMENT PLANT - SWITCH AND CONTROL ASSEMBLY TWO REPLACEMENT**

**DIRECTORATE:** WATER AND WASTE  
**AUTHOR:** Tim Hurcum, Electrical Engineer

**1 CONFIDENTIAL ENCLOSURES ENCLOSED**

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

## **SUMMARY**

The Calala Water Treatment Plant (WTP) was commissioned in 1980. The WTP provides treated water for Tamworth, Kootingal and Moonbi. Council has been progressively renewing critical electrical infrastructure within the WTP due to it approaching the end of its useful life and limited spares now being available. As part of Council's renewal program for the WTP, budget funding has been allocated to replace the Switch and Control Assembly Area, known as SCA2, that supplies power and controls for the WTP chemical dosing systems. This project is the final major electrical renewal planned for the WTP with in excess of \$6 million of WTP electrical renewals occurring over the past three years.

The purpose of this report is to recommend the acceptance of a tender for the replacement SCA2 switchboard for Calala WTP. This report discusses the merits of the tenders received, analysis based on selection criteria, and recommends a preferred Tenderer.

### **11.3 TENDER T054/2026 - FOREST ROAD LANDFILL - CONCRETE PROCESSING AND CRUSHING - REQUEST FOR TENDER**

**DIRECTORATE:** WATER AND WASTE  
**AUTHOR:** Doug Hughes, Manager - Waste & Resource Recovery  
**1 CONFIDENTIAL ENCLOSURES ENCLOSED**

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

## **SUMMARY**

The purpose of this report is to inform Council of the Tender outcomes for Request for Tender (RFT) T054-2026, being Forest Road Landfill Concrete Processing and Crushing and recommend a preferred tenderer.

### **11.4 CODE OF CONDUCT MATTER**

**DIRECTORATE:** OFFICE OF THE GENERAL MANAGER  
**AUTHOR:** Karen Litchfield, Acting Executive Manager Strategy & Performance  
**2 CONFIDENTIAL ENCLOSURES ENCLOSED**

The Council will determine this matter in part of the Meeting closed to the public pursuant to Section 10A(2) (i) of the Local Government Act 1993 on the grounds that the matter and information is alleged contraventions of any code of conduct requirements applicable under section 440..

## SUMMARY

The purpose of this report is to provide information on a Code of Conduct Matter for Council's consideration.

### **11.5 PROPOSED SALE AND DEVELOPMENT OF THE OLD ATHLETICS TRACK GOONOO GOONOO ROAD, TAMWORTH**

**DIRECTORATE:** OFFICE OF THE GENERAL MANAGER  
**AUTHOR:** Karen Litchfield, Acting Executive Manager Strategy & Performance

**Reference:** Item 12.7 to Ordinary Council 27 September 2022 - Minute No 289/22  
Item 12.1 to Ordinary Council 25 July 2023 - Minute No 181/23  
Item 12.12 to Ordinary Council 13 August 2024 - Minute No 230/2024

**1 CONFIDENTIAL ENCLOSURES ENCLOSED**

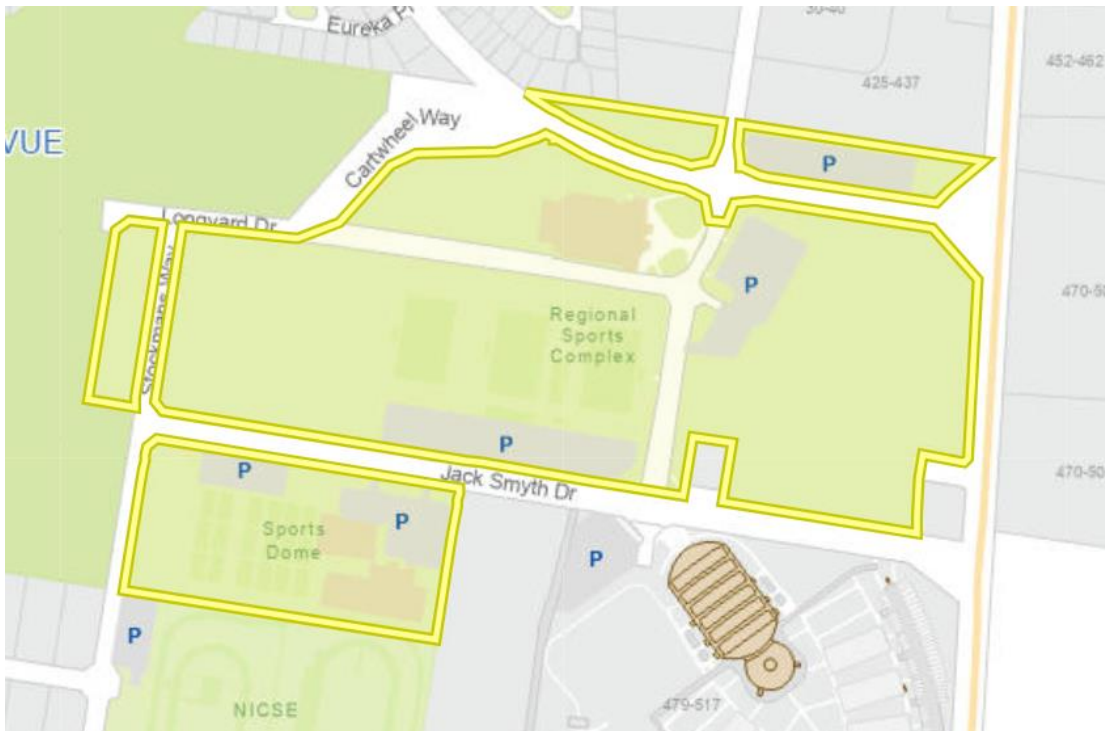
The Council will determine this matter in part of the Meeting closed to the public pursuant to Section 10A(2) (c) of the Local Government Act 1993 on the grounds that the matter and information is information that would, if disclosed, confer a commercial advantage on a person with whom Council is conducting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

## SUMMARY

The purpose of this report is to seek Council's authorisation for the Mayor and Acting Executive Manager Strategy and Performance to continue negotiations and enter into a Contract for the Sale of Land with the party identified in the body of this report which includes the conditions recommended in this report.

On the 14 October 2021, a Councillor workshop was held with Councillors focusing on the development of the Old Athletics Track, Goonoo Goonoo Road, Tamworth, and the possible activation of this site.

The athletics track is presently part of a very large 6.38Ha lot that includes the Truck Drivers Memorial, Sports Dome, the TRECC and the hockey fields.



Following the workshop an Expression of Interest (EOI), was advertised, EOI 089-2022 Sale and Activation of the Old Athletics Track, on 8 November 2021. A report detailing the EOIs received was considered by Council in that part of the Council Meeting of 27 September 2022, closed to the public, with Council resolving to, “Authorise the Mayor and General Manager to progress the negotiation with the preferred proponent on the terms set out in the body of the report.”

Negotiations were ongoing and Council received a further report on 13 August 2024, to consider selling the land to a third party from the EOI. Council resolved to not sell the land at that point in time.

Negotiations have been continuing with a third party and Council is now in a position to sell the land for development.