

# 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, 4th Floor Ray Walsh House, 437 Peel Street, Tamworth**, commencing at **6:30pm**.

## ORDINARY COUNCIL AGENDA

**8 MARCH 2022**

**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

## Community Consultation Policy

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

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

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

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

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

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

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

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

### **Disclosure of Political Donations or Gifts**

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

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

## AGENDA

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

### **RECOMMENDATION**

*That the Minutes of the Ordinary Meeting held on Tuesday, 22 February 2022 and Extraordinary Meeting held on Thursday, 3 March 2022, copies of which were circulated be taken as read and confirmed as a correct record of the proceedings of the Meeting.*

### **4 DISCLOSURE OF INTEREST**

Pecuniary Interest

Non Pecuniary Conflict of Interest

Political Donations

### **5 MAYORAL MINUTE**

#### **5.1 STATEWIDE MUTUAL – LONDON DELEGATION**

**DIRECTORATE:** OFFICE OF THE GENERAL MANAGER

**AUTHOR:** Russell Webb, Mayor

### **RECOMMENDATION**

*That in relation to the report “Statewide Mutual – London Delegation”, Council approve the General Manager’s participation in the delegation.*

### **SUMMARY**

As a Director on the Board of Statewide Mutual, the General Manager has been invited to participate in an annual delegation to London to assist with the negotiation of future insurance coverage for member Councils in NSW. The delegation will depart Australia on 23 April and is expected to return on 1 May 2022. All costs associated with participation in the delegation are covered by Statewide Mutual.

### **COMMENTARY**

Statewide Mutual (Statewide) was established in 1993 in response to insurance underwriters withdrawing their support for local government in Public Liability and Professional Indemnity cover. Statewide commenced with a membership of 96 councils and has progressively grown to become the leading risk partner for NSW Local Government with membership of 113 councils.

Statewide is a discretionary mutual providing cover for its Member Councils’ major insurable risks. Statewide is a ‘self-insurance mutual’ that is backed by reinsurance placed through

local and international underwriters. The member councils own each Scheme and benefit from building equity resulting from surplus contributions.

The member-elected Board ensures the Mutual works for the benefit of its members while utilising JLT's insurance expertise to provide a whole of risk solution. The Board comprises senior level management from Member Councils representing regions across in NSW and includes the full spectrum of councils, from large metro councils, to large regional centres right through to traditional shire councils. Tamworth Regional Council's General Manager was elected to the Board in 2020 to represent the North West Region.

The Board is responsible for:

- determining levels and coverage of primary insurance for each fund year and for each scheme;
- establishing annual funds for each fund year, arranging contributions to and payments of liabilities from annual funds; and
- subject to the function of the Claims Committee, the general management of the scheme.

In order to meet its responsibilities, Board representatives will be attending meetings with up to 25 different underwriters plus the Bowring Marsh claims team and actuaries in London during the week of 25 April 2022.

These meetings are used to discuss the information provided in the underwriting submission, provide an update on claims, the ongoing focus on risk management and reassure underwriters that there have been no dramatic changes to the risk profile of Local Government in NSW. The focus of the presentations will be the member's response to COVID, bushfires and recent floods, however there will also be a continued focus on aged and child care facilities, building inspections and cladding, dams, cyber and general claims trends.

Renewal negotiations this year are particularly important as Statewide will be entering the third year of the long term agreement when they typically look to cancel and replace with a new three-year agreement. This will however, depend on how the insurance market pricing develops through the first half of 2022, and it is important for Statewide representatives to engage with the underwriters on the program to address any questions or concerns from the submission in order to achieve the most favourable terms at renewal.

**(a) Policy Implications**

International travel by staff requires formal Council approval.

**(b) Financial Implications**

International travel by staff requires formal Council approval.

**(c) Legal Implications**

Nil

**(d) Community Consultation**

N/A



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

A Region of Progressive Leadership – L22 To be a leader in best practice for local government.

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**6 NOTICE OF MOTION**

Nil

**OPEN COUNCIL REPORTS**

**7 ENVIRONMENT AND PLANNING**

**7.1 CONSULTATION OUTCOMES FOR PLANNING PROPOSAL TO INCORPORATE DESIGN EXCELLENCE PROVISIONS FOR DEVELOPMENT WITHIN THE TAMWORTH CBD**

**DIRECTORATE: LIVEABLE COMMUNITIES**

**AUTHOR: Genevieve Harrison, Manager Integrated Planning  
Gina Vereker, Director Liveable Communities**

**Reference: Item 7.4 to Ordinary Council - Minute No 302/21**

**1 CONFIDENTIAL ENCLOSURES ENCLOSED**

**RECOMMENDATION**

*That in relation to the report “Consultation Outcomes for Planning Proposal to Incorporate Design Excellence Provisions for Development within the Tamworth CBD”, Council:*

- (i) determine to make the plan in accordance with Section 3.36(2) of the Environmental Planning and Assessment Act 1979; and*
- (ii) advise those persons who made submissions of Council’s resolution.*

**SUMMARY**

Council has recently completed a public exhibition and land owner consultation in relation to a proposed amendment to the Tamworth Regional Local Environmental Plan (TRLEP) 2010 which proposes to introduce design criteria for the assessment of future development applications within the Tamworth CBD. Many key sites in the CBD present opportunities for significant development, redevelopment and/or re-use. In order to achieve the vision for Tamworth CBD outlined in Blueprint 100, it is considered vital that the TRLEP contain provisions that facilitate the high-quality urban design outcomes necessary to deliver a “strong and vibrant Tamworth City Centre”. Through an addition to Council’s LEP, this planning proposal will require an enhanced quality of design, appearance and activation for major CBD development without any alteration to the land use table in terms of permissible uses.

**COMMENTARY**

**Background**

As Council would be aware Blueprint 100 includes the following actions relevant to the Tamworth CBD:

“2.3.1 Develop a Tamworth Town Centre precinct plan. Consider:

- *Facilitating shop-top housing on Peel Street, including introducing financial incentives to make it more viable.*
- *Supporting the upgrade and extension of Peel Street streetscape treatment south-eastwards towards the possible future university precinct.*
- *Facilitating the relocation of car yards on Kable Avenue to a more appropriate location in the city and the development of apartments along Kable Avenue opposite Bicentennial Park.*
- *Supporting the implementation of the Bicentennial Park Master Plan”.*

As Council is also aware, the Tamworth CBD is zoned “B3 Commercial Core” with the objectives of the zone being:

- *to provide a wide range of retail, business, office, entertainment, community and other suitable land uses that serve the needs of the local and wider community;*
- *to encourage appropriate employment opportunities in accessible locations; and*
- *to maximise public transport patronage and encourage walking and cycling.*

Unfortunately, it is apparent that the zone objectives (which commenced as part of the LEP in 2010) are not particularly helpful in achieving Council’s (and the community’s) Blueprint vision. However, at present any Development Application lodged within the zone must be assessed against these objectives and on this basis, there are limited grounds available to either refuse a development, or require a proponent to enhance the design, the appearance or the activation potential of the proposal. Therefore, Council’s current LEP provisions will not act as an enabler to facilitate the type of development Blueprint envisages.

Council would be aware that the review of the 2010 LEP has commenced and work on the CBD precinct is underway, however, while this process will consider clauses that will more appropriately address Blueprint 100, the process to update the LEP provisions will take some significant time. Until then, Council risks being placed in a position where it has no option but to approve development that does not deliver on the community’s Blueprint objectives for the CBD.

### **Public Exhibition of Design Excellence Planning Proposal**

At its meeting of 26 October 2021, Council resolved to request a Gateway Determination for the Design Excellence planning proposal. This planning proposal involves the introduction of a ‘*design excellence*’ clause that will apply to the erection of new buildings, major redevelopment and significant external alterations and/or additions to existing buildings. The clause will not affect minor development or changes of use where no major external alterations are proposed.

The clause will apply to all CBD properties which will be identified as a ‘*Significant Urban Area*’ on the LEP map. In considering whether future development exhibits design excellence, the following matters will be taken into consideration:

- (a) *whether a high standard of architectural design, materials and detailing appropriate to the building type and location will be achieved;*
- (b) *whether the form and external appearance of the development will improve the quality and amenity of the public domain;*

- (c) *whether the development detrimentally impacts on view corridors;*
- (d) *whether the development incorporates active frontages to key streets and to pedestrian thoroughfares; and*
- (e) *how the development addresses the following matters:*
  - (i) *the suitability of the land for development;*
  - (ii) *existing and proposed uses and use mix;*
  - (iii) *heritage issues and streetscape constraints;*
  - (iv) *the relationship of the development with other development (existing or proposed) on the same site or on neighbouring sites in terms of separation, setbacks, amenity and urban form;*
  - (v) *bulk, massing and modulation of buildings;*
  - (vi) *street frontage heights;*
  - (vii) *environmental impacts such as sustainable design, overshadowing, wind and reflectivity;*
  - (viii) *pedestrian, cycle, vehicular and service access, circulation and requirements; and*
  - (ix) *the impact on, and any proposed improvements to, the public domain.*

Note that the addition of this clause will not change the land use table in the TRLEP i.e., it will not affect the permissibility of any land use type that is currently permissible under current LEP provisions, nor will it affect any lawful existing uses within the CBD. However, it will require that any major development be addressed against the provisions of the design excellence clause. It is also important to note that the operation of the clause will not relate to minor development.

The Department of Planning and Environment issued a Gateway Determination on 23 November 2021 under Section 3.34(2) of the *EP&A Act 1979*, authorising Council to publicly exhibit the planning proposal and appointing Tamworth Regional Council as the local plan-making authority to exercise functions under Section 3.36(2) of the Act, i.e., to finalise the LEP amendment following the completion of the public exhibition process.

The planning proposal and all supporting documents were publicly exhibited for a period of 21 days from **Thursday 20 January 2022** to **Thursday 10 February 2022**, and were made available for viewing via the following locations:

- NSW Department of Planning and Environment LEP Tracking System;
- Tamworth Regional Council's website – Public Notices. During the exhibition period 145 people viewed the Public Notice, with an average time spent on the page of three (3) minutes fourteen (14) seconds; and
- Tamworth Regional Council (TRC) Customer Services Centre, Ray Walsh House, 437 Peel Street, Tamworth.

Written submissions from the public were invited up to **4.00pm on Thursday, 10 February 2022**.

In addition to the formal exhibition process required by the Department of Planning and Environment, the following consultation was undertaken:

- letter to every landowner in the subject area totalling 317 letters issued. While there are some 550 individual properties within the CBD, due to multiple allotments being in a single ownership, 317 letters were issued covering every individual landowner;
- individual consultations in response to the landowner letters issued. Only three property owners took up the option of a one-on-one meeting to discuss the proposed change to Council's LEP;
- email to TRC Economic Division's business network – successful deliveries to 945 with 412 of those emails opened;
- an article was also featured in the Tamworth Business Chamber Newsletter;
- Have Your Say webpage was visited 157 times;
- promotion on Council's Facebook page and Instagram – one post on Thursday, 20 January 2022 which reached 4,053 people and had 90 engagements including reactions, comments and link clicks;
- media release and Interview by the Director Liveable Communities; and
- presentation to the Board of the Tamworth Business Chamber.

A total of three (3) submissions were received during the public exhibition of the planning proposal. A full copy of each submission is **ATTACHED**, see **CONFIDENTIAL ENCLOSURE 1**.

### **Review and Response to Submissions**

#### Submission No. 1

This submission supports the planning proposal and states it is an excellent document though should have been implemented 30 years ago.

#### Submission No. 2

This submission also supports the objectives of the planning proposal in broad terms however requests several minor amendments to the location (extent) of the Significant Urban Area map. The request to 'exclude' Bicentennial Park from the map is not supported as it is considered that any future community or recreational facilities proposed to be established in the park should require the application of 'design excellence' criteria. In terms of 'extending' the map to cover areas to the east of Murray Street, it should be noted that these areas are already included on the map.

#### Submission No. 3

This submission does not support the planning proposal and outlines a number of objections to the proposed amendment. These objections relate to 'the level of unfettered control' that Council will derive from this amendment and the assertion that Council will 'militantly enforce policy shaping in the CBD whilst having no financial interest in any affected properties.'

It is unfortunate that the author of this submission did not take up the opportunity to meet with Council officers to discuss the concerns they have expressed. Had Council's offer been accepted Council officers would have clarified that:

- the proposed change to the TRLEP through the Design Excellence clause will not change land use permissibility in the CBD nor impact any currently operating lawful uses;
- the proposed clause will apply equally to Council owned CBD properties, the same as it will to privately owned land; and
- should the Department of Planning and Environment proceed with its Employment zones amendment, the land uses that are of particular concern to the objector will be mandated as permissible uses, thereby further protecting those existing businesses.

In summary, it is relevant (and pleasing) to note that in response to the significant level of community consultation and land owner engagement undertaken during the public exhibition process, only one letter of objection was received. The outcome therefore confirms the high level of support from the wider community and reinforces the shared vision for the CBD outlined in Blueprint 100.

On this basis it is recommended that Council proceed with the finalisation of the Design Excellence planning proposal in accordance with the *Environmental Planning and Assessment Act 1979*.

**(a) Policy Implications**

Blueprint 100 has emphasised the need to ‘activate’ the CBD and improve urban design, amenity and overall liveability to encourage inner city living and the night time economy. A further objective of Blueprint 100 is to provide a mix of opportunities in the CBD for residential, tourist and commercial enterprises. This Design Excellence clause will act as a specific enabler to achieving these outcomes and ensuring that future CBD development will be of enhanced quality of design, appearance and activation.

**(b) Financial Implications**

Nil

**(c) Legal Implications**

The planning proposal will result in an amendment to Council’s statutory planning instrument, TRLEP 2010. The Design Excellence clause will become a statutory matter for consideration in the development assessment process once the planning proposal is published. It must be emphasised that the planning proposal does not change the permissibility of any land uses within the CBD – it will simply provide a tool to achieve the ‘urban design’ outcomes outlined in Blueprint 100.

**(d) Community Consultation**

Extensive community consultation was undertaken during public exhibition of the planning proposal, including targeted engagement with key stakeholders such as the CBD property owners and the Tamworth Business Chamber.

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

A Prosperous Region – P11 Support and facilitate economic development and employment opportunities.

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## 8 INFRASTRUCTURE AND SERVICES

### 8.1 TAMWORTH REGIONAL LOCAL TRAFFIC COMMITTEE GENERAL MEETING - 2 FEBRUARY 2022

DIRECTORATE: REGIONAL SERVICES  
AUTHOR: Murray Russell, Manager Operations and Construction  
**4 ANNEXURES ATTACHED**

#### RECOMMENDATION

*That in relation to the report “Tamworth Regional Local Traffic Committee General Meeting - 2 February 2022”, Council:*

- (i) approve the removal of the No Parking zones and signage along Plain Street between the Ebsworth Street roundabout and the Plain Street, Taminda carpark entrance;*
- (ii) approve the procession of approximately 70 tractors from Charles Street to the Bendemeer Sports Ground Precinct on Caroline Street on 19 March 2022 from 12:30pm to 2:00pm; and*
- (iii) approve the installation of two No Stopping signs and road pavement line marking as per the attached design drawings for the Tamworth Global Gateway Park (TGGP) Stage 4 development.*

#### SUMMARY

The purpose of this report is to advise Council of three recommendations made by the Tamworth Regional Local Traffic Committee (the Committee) at the meeting held on 2 February 2022.

#### COMMENTARY

The minutes from the Committee meeting held 2 February 2022 are **ATTACHED**, refer **ANNEXURE 1**.

#### **01/2022 – Remove NO PARKING signage on Plain Street, Taminda Riverside Sporting Precinct**

Tamworth Regional Council’s (Council) Sports and Recreation Manager has requested that the No Parking zones be removed from along Plain Street (between the Ebsworth roundabout and the Plain Street carpark entrance (red lines indicate relevant areas in Figure 1 below).



Figure 1. Current No Parking zones

These areas have always been used as parking (despite the signage), however Council are trying to address unauthorised parking at sports venues. If the zone remains No Parking, Council will start issuing Penalty Infringement Notices to the people who park there.

**COMMITTEE RECOMMENDATION:** the Committee supports the removal of the No Parking zones and signage along Plain Street between the Ebsworth Street roundabout and the Plain Street, Taminda carpark entrance.

**02/2022 – Bendemeer Grey Fergie Tractor Muster, 18-20 March 2022**

Council has received details of the Grey Fergie Tractor muster and supplied the Committee with a copy of the event notification, traffic management plan and risk assessment (see **ATTACHED**, refer **ANNEXURE 2** and **ANNEXURE 3**), for the event.

Procession Date: 19 March 2022

Time: 12:30pm – 2:00pm

Event details: A procession of approximately 70 tractors will convene at the corner of Caroline Street and Charles Street, Bendemeer and then proceed down Caroline Street to the Bendemeer Sports Ground Precinct (as shown in Figure 2 below).



Figure 2: Procession of tractors on map

**COMMITTEE RECOMMENDATION:** the Committee supports the procession of approximately 70 tractors from Charles Street to the Bendemeer Sports Ground Precinct on Caroline Street, on 19 March 2022 from 12:30pm to 2:00pm.

**03/2022 – Tamworth Global Gateway Park (TGGP) Stage 4 Signage and Linemarking**

The TGGP Stage 4 civil design has been completed. This includes two proposed No Stopping signs and road pavement line marking as shown in Figure 3 below.

The design drawings are **ATTACHED**, refer **ANNEXURE 4**.

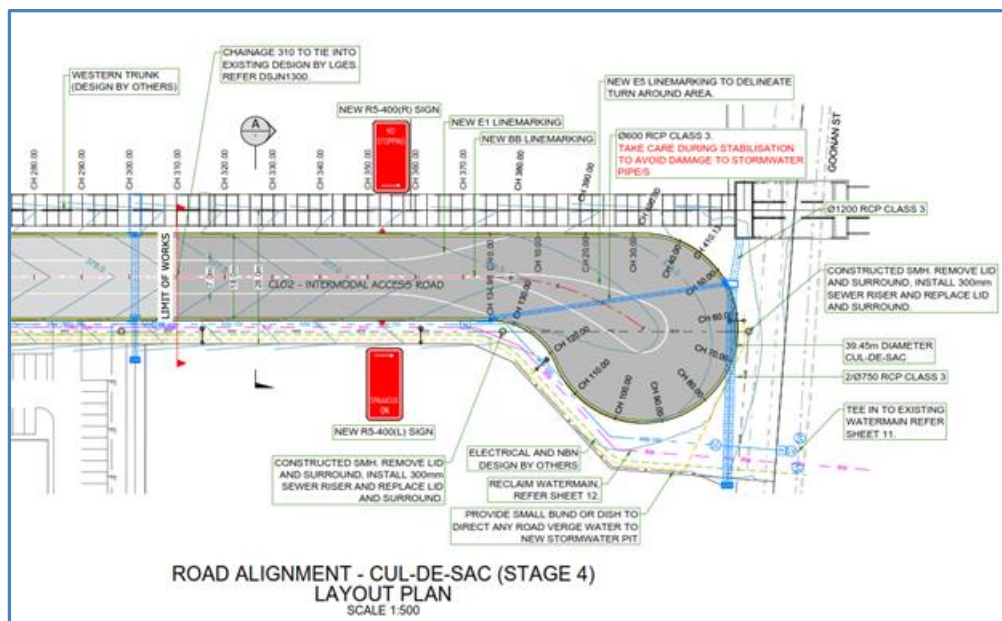


Figure 3. TGGP Stage 4 Signage and Linemarking Plan

**COMMITTEE RECOMMENDATION:** the Committee supports the installation of two No Stopping signs and road pavement line marking as per the attached design drawings for the TGGP Stage 4 development.

**(a) Policy Implications**

Nil

**(b) Financial Implications**

Item 01/2022 will be funded from the existing Infrastructure and Works signage budget.  
 Item 02/2022 will be funded from the existing Infrastructure and Works signage budget.  
 Item 03/2022 will be funded from the TGGP stage 4 development project budget.

**(c) Legal Implications**

Nil



**(d) Community Consultation**

Nil

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

An Accessible Region – A23 Traffic Management and traffic safety planning.

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**8.2 EAST AND NORTH TAMWORTH DRAINAGE STUDY**

**DIRECTORATE: REGIONAL SERVICES**

**AUTHOR: Graeme McKenzie, Manager, Strategy, Assets and Design**

**2 ANNEXURES ATTACHED**

**RECOMMENDATION**

*That in relation to the report “East and North Tamworth Drainage Study”, Council:*

- (i) receive and adopt the East and North Drainage Study Volumes 1 and 2; and*
- (ii) request the Director of Regional Services develop a proactive maintenance program for stormwater infrastructure with high consequence of blockage.*

**SUMMARY**

This report discusses the East and North Tamworth Drainage Study that has recently been completed on behalf of Tamworth Regional Council. The study defines overland stormwater flow paths through East and North Tamworth and stormwater ponding behind the CBD levee for the following range of flood frequencies; 2, 5, 10, 20, 100 and 200 year Average Recurrence Interval and the Probable Maximum Flood.

**COMMENTARY**

The East and North Tamworth Drainage study was recently completed by Lyall and Associates on behalf of Tamworth Regional Council (Council). Volume 1 of the study is **ATTACHED**, refer **ANNEXURE 1** and Volume 2 of the study is **ATTACHED**, refer **ANNEXURE 2**. Volume 1 discusses the methodology, results and recommendations. Volume 2 shows the figures and outputs from the modelling undertaken during the study. The extent of the study area is shown in yellow on Figure 1.

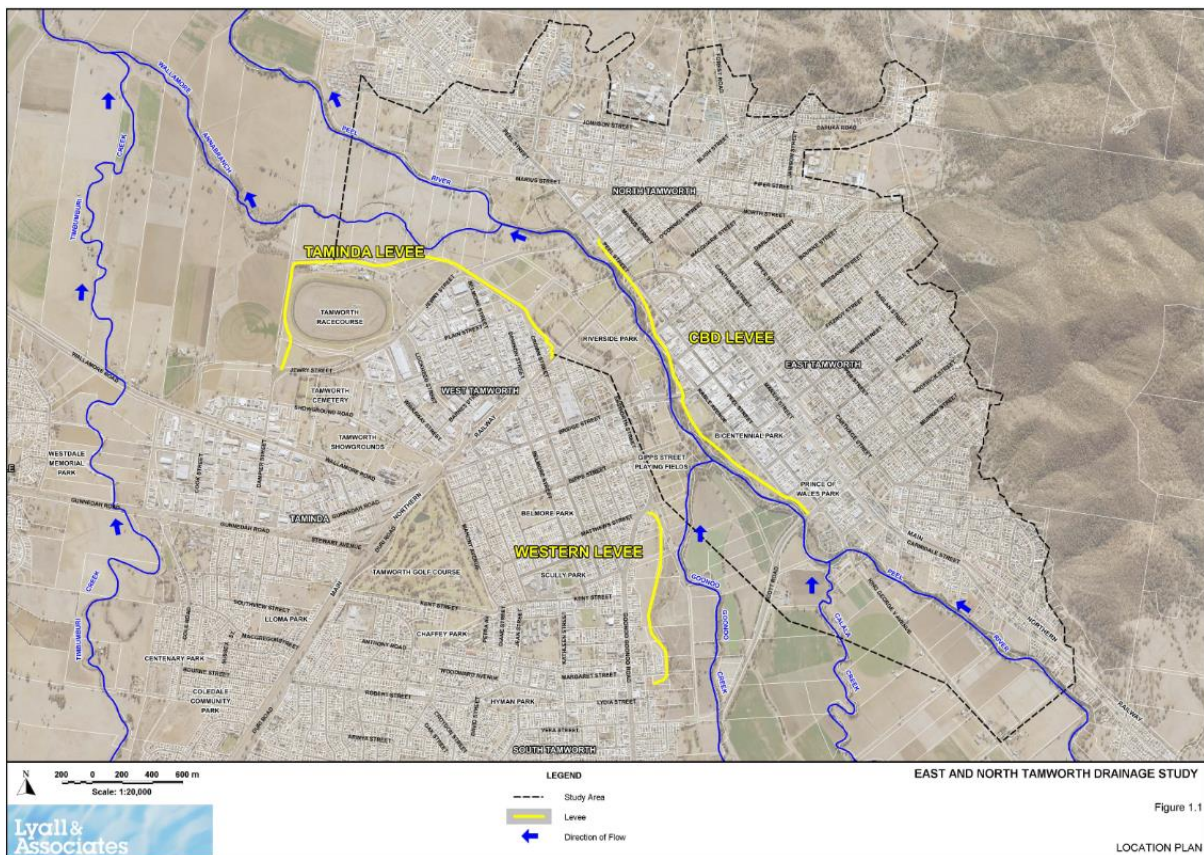


Figure 1: East and North Tamworth Drainage Study – Study Area (this is figure 1.1 in Annexure 2).

## Terminology

The following definitions of flood related terminology are provided to assist Council's understanding of the report.

- Australian Rainfall and Runoff (ARR) - A Guide to Flood Estimation. ARR is the principal reference document used by the stormwater industry. The charter of ARR2019 is to provide the best available information, techniques and procedures on design flood estimation for use by engineering practitioners. ARR was first published in 1958, with the most recent edition released in May 2019.
- Average Recurrence Interval (ARI) is the long-term average number of years between the occurrence of a flood of a particular magnitude (or greater). The ARI is based on the statistical analysis of historic data to derive the likelihood of a specific flood event occurring.
- Annual Exceedance Probability (AEP) is the chance of a flood of a particular magnitude occurring in one year, often expressed as a percentage. If a peak flood of a particular magnitude has an AEP of 5%, there is statistically a 5% chance of that event (or greater) occurring in any one year. The 5% chance (e.g. 1 in 20 chance) relates to the ARI of 20 years.
- Categorisation of the floodplain: Areas subject to flooding can be categorised into Floodway, Flood Storage and Flood Fringe. The Floodway is the area carrying the

majority of the flow, any blockage of this area is likely to cause detrimental effects on flood behaviour. Flood storages are area where reduction in storage is likely to cause detrimental effects to flood behaviour. The flood fringe is the area effected by flooding but not likely to have adverse impacts if modified.

- NSW Department of Planning, Industry and Environment (DPIE).
- Flood Hazard relates to the risk to people and structures during a flood. Flood hazard is determined by the worst case for depth of flooding, velocity of flows or the product of depth multiplied by velocity.
- Flood Planning Levels (FPL) are derived from a flood of a specified ARI and freeboard. The FPL is defined in the Tamworth LEP 2010 as the “level of a 1 in 100 (year) average recurrence interval flood event plus 0.5 metres freeboard”. The FPL will be determined as part of the Tamworth Floodplain Risk Management Study, and incorporated in the Floodplain Risk Management Plan.
- Flood Planning Area (FPA) is the area of land at or below the flood planning level. The FPA will be determined as part of the Tamworth Floodplain Risk Management Study, and incorporated in the Floodplain Risk Management Plan.
- Tamworth Regional Local Environmental Plan (LEP) 2010.
- Light Detection and Ranging (LiDAR) is a surveying method that measures the distance to a target by illuminating the target with laser light and measuring the reflected light with a sensor. Differences in laser return times and wavelengths can then be used to make a digital three-dimensional representation of the target, in this case the ground surface. Significant post processing is required to filter non ground points such as trees, buildings and vegetation from the raw dataset to produce a digital terrain model of the ground surface features. LiDAR can be flown by aircraft or drone and is capable of surveying a large area very efficiently.
- Digital Terrain Model (DTM) is a digital three-dimensional representation of the ground (terrain) surface. A DTM is usually comprised of an interconnecting triangular mesh. The DTM can be used in a range of applications including stormwater investigations, civil construction and GIS applications.
- Probable Maximum Flood (PMF) is the largest flood that could conceivably occur at a particular location, usually estimated from probable maximum precipitation in combination with the worst possible flood producing catchment conditions. The PMF is used to define the extent of the floodplain. The nature and potential consequences of flooding associated with a PMF event which is rarer than the flood used to design mitigating works, (usually the 100 year ARI) should be considered. The floodplain risk management study should consider a range of events, up to and including the PMF.
- Hydraulic Roughness is a measure of the frictional resistance of water as it moves along stream and river channels and over floodplains. Flowing water uses energy to move from one place to another. Hydraulic roughness is a parameter that is used in the calibration of the hydrologic and hydraulic software models.
- Geographic Information System (GIS) is a software framework for gathering, managing and presenting data in a visual format using maps and three-dimension representations. The geographical presentation style is often easier to interpret and share complex information.

- Bureau of Meteorology (BoM) is the Australian Government agency responsible for the provision of weather forecasts, observations, monitoring, warnings and climate research. The BoM provides a broad range of products and services including rainfall data which underpins ARR2019, a guide to flood estimation.

The stormwater industry has access to a range of specialised hydrology and hydraulics software programs. Each program has different capabilities, applications, strengths and limitations. The following software was utilised in the preparation of the East and North Tamworth Drainage Study.

- DRAINS is widely used in the stormwater industry as specialised urban software. However, DRAINS also has the capability to emulate RAFTS procedures that are typically used in large undeveloped (rural) catchments within the same model as an urban catchment. The flexibility afforded by this approach has a broad range of applications. DRAINS uses the ILSAX hydrology model and the Horton loss procedure to produce the rainfall excess hydrographs used in urban flood estimation. DRAINS uses pits, pipes, channels and overflow routes to convey hydraulic flows through an urban stormwater model.
- RAFTS use a storage routing hydrology model and the initial loss – continuing loss procedure to produce the rainfall excess used in flood estimation. Both programs use routing along stream reaches to convey hydrographs as hydraulic flows through the stormwater model. Storage within the stream reaches allows detention basins and dams to be readily modelled.
- TUFLOW is specialised two-dimensional dynamic software used for simulating water surface levels on the floodplain. Typically, hydrographs of rainfall excess produced DRAINS are input into the TUFLOW model which produces the flood water surface elevation plans shown in East and North Tamworth Drainage Study (Volume 2). TUFLOW also has the capability to model complex open channel and underground pipe networks.
- Representative Concentration Pathways (RCP) is used as a measure of greenhouse gas and aerosol concentrations named according to the impact in the year 2100 relative to pre-industrial values.

### **Background information**

As a result of the historic development of Tamworth and particularly the older parts of Tamworth, including East and North Tamworth, much of these parts of Tamworth do not have sub surface piped stormwater drainage systems. Consequently, stormwater typically flows in gutters and open channels toward the Peel River.

In newer sections of Tamworth there is a piped drainage network that caters for the minor design flows (20% AEP for residential areas and 10% AEP for commercial and industrial areas) with provision made for safe overland relief flows for the 1% AEP storm event.

In the Tamworth City Levees Internal Drainage Study Lyall and associates (2012) investigated the interaction between Tamworth's drainage and the levees along the Peel River. Tamworth has three levees, the CBD Levee, the Taminda Levee and the Western Levee as shown in Figure 1.

The levees are designed to protect Tamworth from riverine flooding from the Peel River. The lower areas of Tamworth drain to the Peel River through pipes and culverts that extend through the levees. These culverts have flood gates that are open normally to let flows from

the central business district (CBD) and other areas near to the levees drain to the river. The gates can be closed when the river reaches a designated level to prevent water backflowing from the river into the city when the river is in flood.

The 2012 study identified that the impact of local catchment flooding directly behind the CBD Levee is significantly greater than that associated with either the Western Levee or Taminda Levee. The key reasons for this are:

- the high-density commercial development in the CBD;
- the large catchment to the north of the CBD; and
- that much of Taminda was developed prior to the construction of the Taminda levee and sites were built up to mitigate the original flood risk.

The 2012 study recommended further investigation be undertaken by Council to define flood behaviour in the urbanised parts of the catchment which lie to the north (upslope) of the Main Western Railway Line and the CBD Levee. The current study was undertaken based on this recommendation.

To reduce the amount of stormwater collecting behind the CBD levee from the north and east Tamworth catchments, pressure drainage tunnels/lines have been constructed, where possible, to collect water in the catchments above the railway line and pipe this water directly to the Peel River and not require the use of flood gates. Due to the ground height above the railway line, there is enough pressure created in these lines to push the stormwater into river, even when the river is in flood. There are four existing pressure lines and they are known as:

- the O'Connell Street Pressure Line;
- the Brisbane Street Pressure Line;
- the Fitzroy Street Pressure Line; and
- the White Street Pressure Line.

### **Catchments**

The East and North Drainage Study considered the catchments draining to the Peel River from behind the CBD Levee as well as the catchment draining to the Peel River north and south of the levee. The catchment plan is shown in Figure 2.

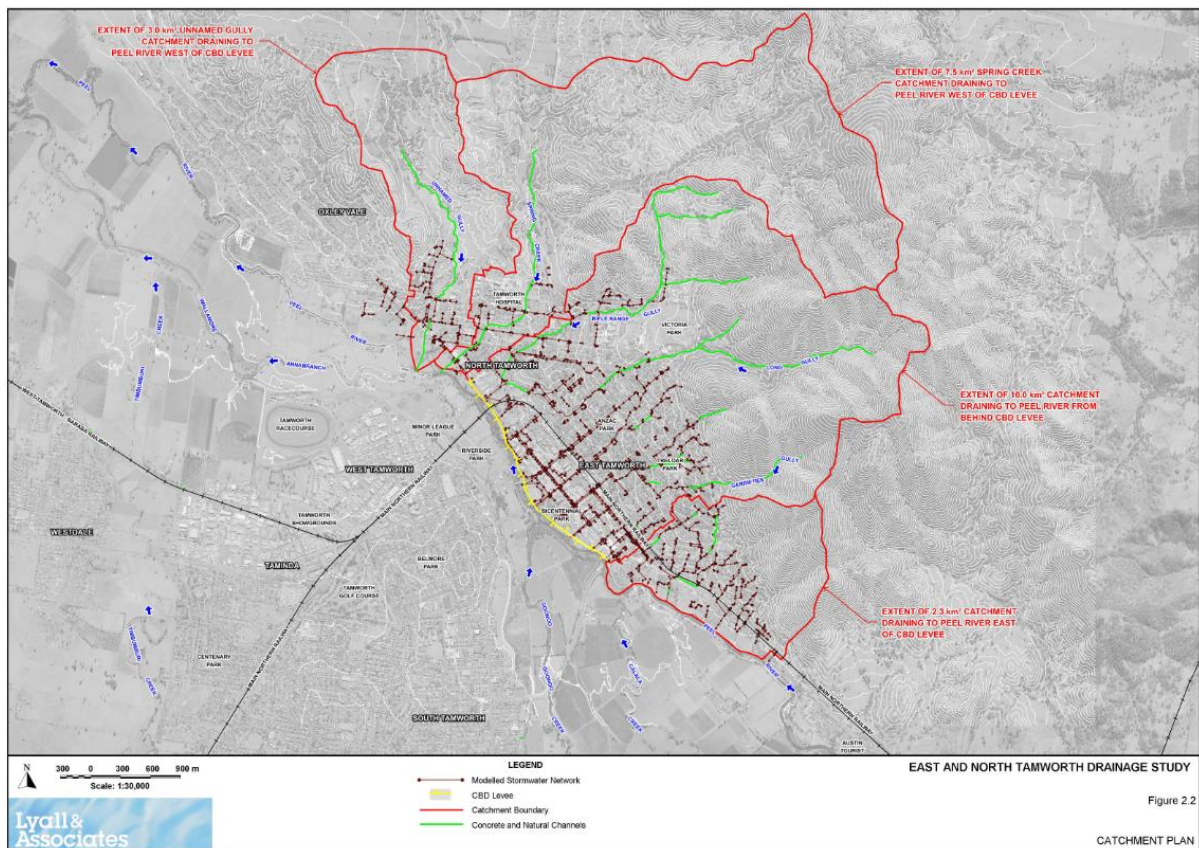


Figure 2: East and North Drainage Study – Catchment Plan (this is figure 2.2 in Annexure 2)

## Study Approach

The study task consisted of four primary components, briefly described as follows:

- 1) review of available data, previous studies and investigations;
- 2) preparation of hydrological models;
- 3) preparation of the hydraulic model of the watercourses – The application of discharge hydrographs to define the extents and depths of riverine flooding and overland stormwater flow patterns; and
- 4) investigate and update flood mitigation measures identified in The Tamworth City Levees Internal Drainage Study Lyall and associates (2012).

## Data collection

The following data was provided by Council for the present study:

- LiDAR surface survey data;
- aerial photography;
- stormwater database containing pit and pipe data;

- historic flood levels and marks; and
- the reports associated with The Tamworth City Levees Internal Drainage Study Lyall and associates (2012).

### **Mitigation Measures**

The Tamworth City Levees Internal Drainage Study Lyall and associates (2012) identified seven options to reduce the risks associated with ponding behind the CBD levee. These options included:

- upgrading the O'Connell Street Pressure Line and augment with additional box culverts through Viaduct Park;
- duplication of the Fitzroy Street Pressure Line;
- duplication of the White Street Pressure Line and additional drainage infrastructure upstream to minimise flows bypassing the system;
- construct larger inlet structures to improve the drainage through Jaycees Park and Prince of Wales Park; and
- pump out systems.

The East and North Tamworth Drainage Study re-assessed these options and found that:

- upgrading the White Street Pressure Line will be more effective than shown in the previous modelling;
- upgrading of Fitzroy Street and O'Connell Street Pressure Lines is still a valid option;
- pump out systems have merit but rely on flows first ponding before it can be pumped to the Peel River; and
- upgrading drainage through Prince of Wales Park is not possible following the construction of the Eastpoint shopping centre.

The options considered in this project will be included in the development of the Tamworth City-Wide Flood Risk Management Study and Plan. Projects identified as priorities in the Flood Risk Management Plan can be nominated for joint funding through DPIE's Floodplain management grants scheme. Projects that are successful in this scheme can generally be funded 1:1:1 basis with equal funding from Council, State Government and the Federal Government. Successful projects generally have the higher benefit to cost ratio.

### **Results commentary**

#### **Ponding Behind the CBD Levee**

The East and North Drainage Study identifies that the ponding depths behind the CBD levee are marginally lower than those modelled in the previous study. The study shows that large areas of the CBD between Bligh Street and Hill Street are subject to flooding in a 100-year ARI event. During a 100-year ARI event, parts of the CBD are also subject to hazardous flooding. Between Brisbane Street and Bligh Street, below Marius Street, is largely H3 category (unsafe for vehicles, children and the elderly) with parts being H4 category (unsafe for vehicles and people). See figures 3A and 3B below or Figure 6.23 in Annexure 2.

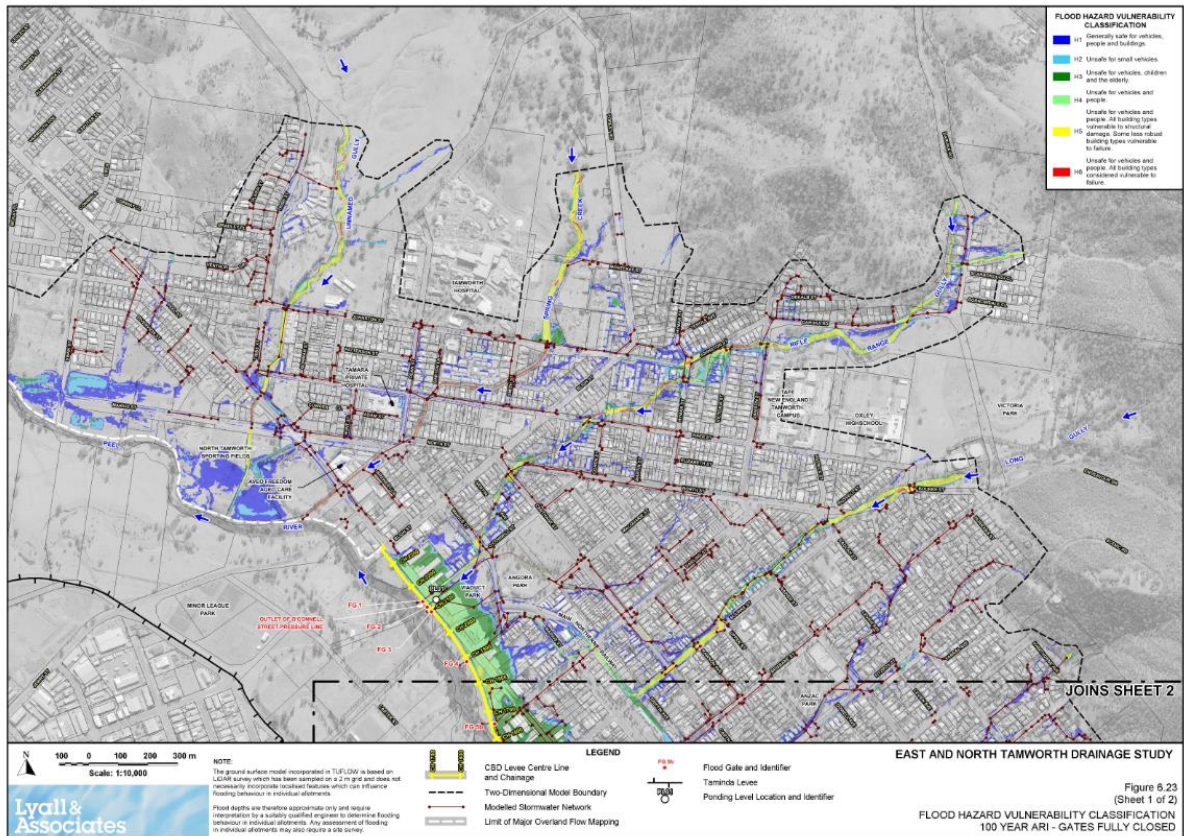


Figure 3A: East and North Drainage Study – Hazard Map (this is figure 6.23 in Annexure 2)



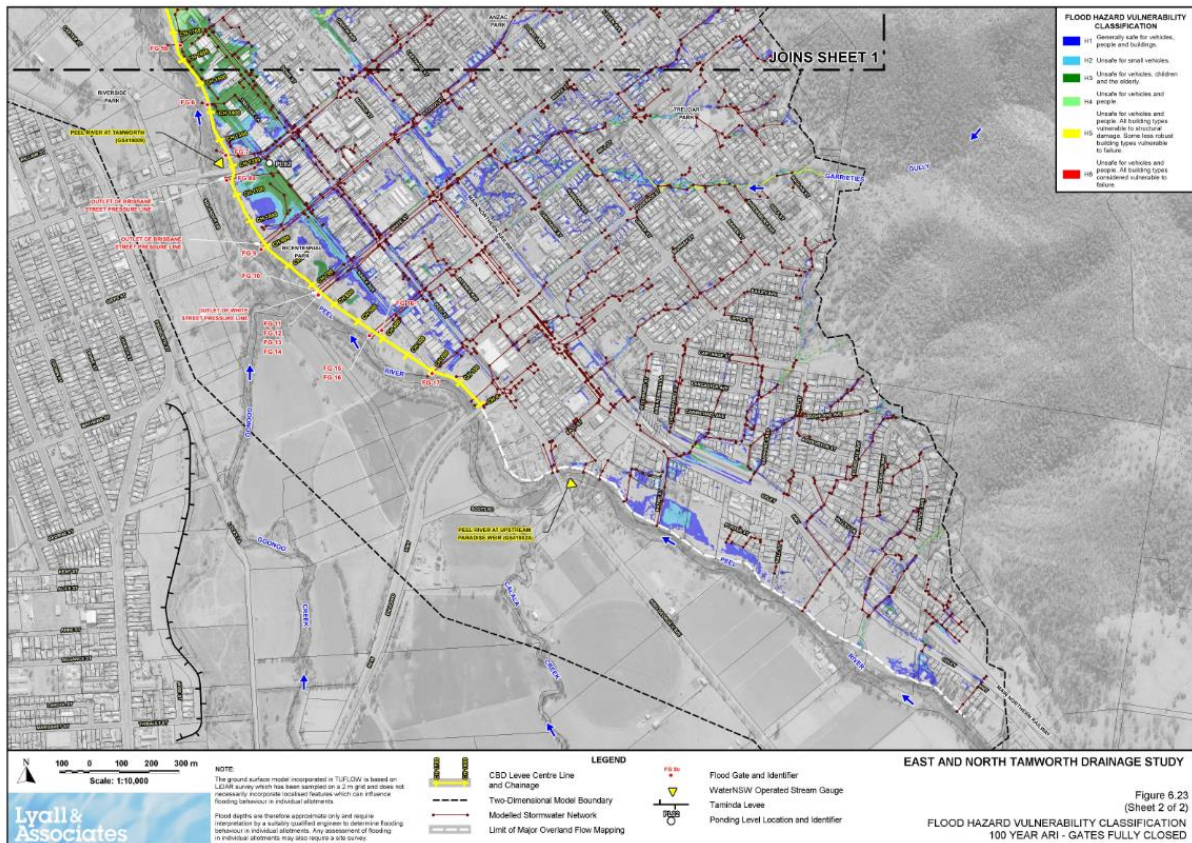


Figure 3B: East and North Drainage Study – Hazard Map (this is figure 6.23 in Annexure 2)

### Major Overland Flow

The study shows that east and north Tamworth is affected by major overland flow from Spring Creek, Rifle Range Gully, Long Gully and Garrieties Gully. These areas generally do not have dangerous flows or flows through private property for events smaller than the 10 year ARI. For the 10 year ARI events and larger events the modelling shows increasing areas of dangerous flows as well as flows through private property.

### Sensitivity to blockage

Major culvert structures were modelled using two distinct methods during the development of the model. The first method treated culverts under roads downstream of concrete lined drainage channels as typical culverts with headwalls. The second method treated these culverts as low bridge decks. Typically, when modelling culverts there is energy losses due to turbulence as flows are directed into a culvert. Modelling these culverts as bridge decks allows more water to flow with less turbulence and less energy loss. It is expected that for the culverts that are very similar in dimension to the upstream channel that losses will be minimal and that modelling as bridge decks is more appropriate. The figures in the final report are based on treating these culverts as bridge decks. The modelling is a realistic representation of a well maintained network. Blockage or debris at these culverts will significantly increase the energy losses and increase the amount of water spilling from the drainage channels.

The findings of the East and North Drainage Study will be considered further during the development of the Tamworth Floodplain Risk Management Plan. It is likely to include recommendations for community education, mitigation projects and planning controls. It is

recommended that the Director Regional Services develops a proactive maintenance program for stormwater infrastructure with high consequence of blockage, to mitigate these risks until the completion and implementation of the Tamworth Floodplain Risk Management Plan.

**(a) Policy Implications**

Nil

**(b) Financial Implications**

A maintenance program for stormwater infrastructure with high consequence of blockage can be developed using existing Council resources. The maintenance program is expected to reallocate and prioritise existing maintenance budgets.

**(c) Legal Implications**

Nil

**(d) Community Consultation**

This study will be used to support the Tamworth Flood Risk Management Plan. A community survey and engagement session has been undertaken as part of the City-Wide Flood Risk Management Plan.

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

A Spirit of Community - C3 Safe places to live, work, play and visit.

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## **9 GOVERNANCE, STRATEGY AND FINANCE**

### **9.1 PROGRESS REPORT - JULY TO DECEMBER 2021**

**DIRECTORATE: OFFICE OF THE GENERAL MANAGER**

**AUTHOR: Anna Russell, Manager Strategy and Performance**

**Reference: Item 9.1 to Ordinary Council 26 June 2018 - Minute No 217/18**

**1 ENCLOSURES ENCLOSED**

#### **RECOMMENDATION**

*That in relation to the report “Progress Report - July to December 2021”, Council receive and note the report.*

#### **SUMMARY**

Council’s 2018-2021 Delivery Program was adopted at the Ordinary Meeting of Council held 26 June 2018. The 2021-22 Operational Plan is a supplement to this Delivery Program due to the Office of Local Government deferring Local Government elections to December 2021.

The purpose of this report is to present the Progress Report on the delivery of the 2021-22 Operational Plan for the period 1 July 2021 to 31 December 2021.

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## COMMENTARY

At the start of every financial year council adopts the Annual Operational Plan, where the activities planned for the year ahead, along with the annual budget, are detailed.

Council is required, in accordance with Section 404(5) of the *Local Government Act 1993*, to report back to the community on the progress in achieving the activities described in the current Operational Plan. Tamworth Regional Council provides these progress reports bi-annually.

The new compact format of the Progress Report reflects the feedback received from our community to provide clearer communication.

Each action in the Annual Operational Plan 2021-22 appears in the Progress Report, with an indicator for the status of the action as at the mid-point of the financial year. Where projects are behind schedule a brief explanation has been included.

**(a) Policy Implications**

Nil

**(b) Financial Implications**

Nil

**(c) Legal Implications**

Nil

**(d) Community Consultation**

Nil

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

A Region of Progressive Leadership – L21 Transparency and accountability of government.

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## 9.2 AUDIT, RISK AND IMPROVEMENT COMMITTEE

**DIRECTORATE:** OFFICE OF THE GENERAL MANAGER

**AUTHOR:** Karen Litchfield, Internal Auditor

3 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 15 February 2022;*
- (ii) accept the Annual Report presented by the Audit, Risk and Improvement Committee; and*
- (iii) approve the Strategic Internal Audit Work Plan.*

## SUMMARY

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The purpose of this report is to present to Council the Minutes of the Audit, Risk and Improvement Committee meeting held Tuesday 15 February 2022, including the Annual Report from the Audit, Risk and Improvement Committee and Strategic Internal Audit Work Plan.

## **COMMENTARY**

The quarterly meeting of the Audit, Risk and Improvement Committee was held on Tuesday 15 February 2022. The Minutes of the meeting are **ENCLOSED**, refer **ENCLOSURE 1**.

As part of the Audit, Risk and Improvement Committee Charter, the Committee must report annually to Council detailing the Committee's composition, responsibilities and how they were discharged, and any other information required by law, including non-audit services. The Annual Report for 2021, is **ENCLOSED**, refer **ENCLOSURE 2**.

Council's current Strategic Internal Audit Plan expires on 30 June 2022. Council and the Audit, Risk and Improvement Committee must establish a new Strategic Internal Audit Work Plan at the beginning of each Council term. While the term is generally four years, due to the postponement of the NSW Local Government Elections in 2021 to 2022, the next term of Council will expire in September 2024. To bring the Work Plan back in line with the election cycle, it is recommended that the new Strategic Internal Audit Work Plan will be from 1 July 2022 to 30 June 2025.

The Strategic Internal Audit Work Plan has been developed and is attached for the Council's approval and is **ENCLOSED**, refer **ENCLOSURE 3**. The priorities for Internal Audit have been reviewed by the Executive Team and endorsed by the Audit, Risk and Improvement Committee.

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

Nil

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

Costs associated with the Internal Audit function are included in the 2021/2022 Annual Operational Plan.

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

Nil

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

Nil

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

A Region of Progressive Leadership – L21 Transparency and accountability of government.

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## **10 COMMUNITY SERVICES**

### **10.1 CENTRAL NORTHERN REGIONAL LIBRARY (CNRL) - MEETING - 3 NOVEMBER 2021**

**DIRECTORATE:** LIVEABLE COMMUNITIES

**AUTHOR:** Kay Delahunt, Manager - Cultural and Community Services

**2 ANNEXURES ATTACHED**

#### **RECOMMENDATION**

*That in relation to the report “Central Northern Regional Library (CNRL) - Meeting - 3 November 2021”, Council:*

- (i) receive and note the minutes of the meeting of the Central Northern Regional Library Ordinary meeting held on 3 November 2021;*
- (ii) approve the Central Northern Regional Library Draft Local Studies Policy 2021; and*
- (iii) approve the proposed Tamworth Regional Council contribution for 2022/2023.*

#### **SUMMARY**

The purpose of this report is to present to Council the minutes of the Central Northern Regional Library (CNRL) Ordinary Meeting held on 3 November 2021. This report summarises the key issues from the minutes including the proposed Tamworth Regional Council contribution for 2022/2023.

#### **COMMENTARY**

##### **Background**

The Central Northern Regional Library (CNRL) is a resource sharing arrangement formed under Section 12(1) of the Library Act. The Regional Library is made up of six (6) Councils; Gwydir Shire Council, Liverpool Plains Shire Council, Narrabri Shire Council, Tamworth Regional Council, Uralla Shire Council and Walcha Council. Tamworth Regional Council is the Executive Council for the CNRL

All member Councils signed a five (5) year CNRL Regional Library Agreement in June 2021.

Being part of a regional library service has advantages for all member Councils. These advantages include:

- the ability to achieve economies of scale through cost sharing and combined purchasing;
- access to wider resources including:
  - larger collections both physical and digital;
  - refreshed stock through continual stock rotation;
  - shared library management software (catalogue and circulation);
- the ability to provide equitable services for customers over wider service areas;
- the provision of shared learning programs and events for the community;
- shared and consistent policies and procedures; and
- greater capacity to employ professional staff and share expertise.

The model also encourages relationship building with regional communities and other Councils.

### **3 November 2021 Meeting**

A Central Northern Regional Library (CNRL) Ordinary Meeting was held on 3 November 2021. The Minutes of the meeting are **ATTACHED**, refer **ANNEXURE 1**.

The CNRL Annual General Meeting (AGM) was rescheduled to accommodate the change of Council delegates following the local government election held on 4 December 2021.

The Draft Annual Financial Statements and the Draft CNRL Annual Report were presented at the Ordinary Meeting for information. These documents will also be presented for approval at the AGM on 16 March 2022.

The Library Co-ordinator reported on staff training, the new ‘Speech Language Pathology Collection’, and recent technology improvements including:

- replacement of staff computers;
- introduction of SMS messaging; and
- introduction of automatic loan renewals.

Quarterly reports for June 2021 and September 2021 were accepted at the meeting.

A draft updated CNRL Local Studies Policy was presented to the Committee. The draft policy is **ATTACHED**, refer **ANNEXURE 2**

The Local Studies Collection aims to preserve the voices that describe the past achievements and future aspirations of the communities served by CNRL. It lays the foundation for future understanding and interpretation of the region’s social, cultural, political and intellectual history and identity.

The Local Studies Policy is informed by the CNRL Strategic Plan, under the theme ‘Community Building’. The Policy provides details of the procurement, selection, access and preservation of the collection, both physical and digital. It also outlines levels of service provision and training for CNRL staff. The policy draws on best practice guidelines for Local Studies in public libraries as outlined by the State Library of NSW, the Australian Library and Information Association and the NSW Local Studies Librarians’ Working Group.

The updated policy includes a focus on the representation of diversity within the region.

The draft 2022/2023 CNRL budget was presented. Council contributions remain at \$12.95 per capita.

Reports on CNRL Member Council library operations were presented by delegates.

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

An updated CNRL Local Studies Policy was recommended for presentation to Council.

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

The proposed CNRL member Council contribution for 2022/2023 remains unchanged at \$12.95 per capita.

Based on a population of **62,545** this would total **\$809,958** for Tamworth Regional Council.

The CNRL contributions fund the shared core services (print and digital resources, library catalogue and automated circulation system, stock rotation, regional library programs etc). In addition, the contributions also fund 8.14 full time equivalent (FTE) staff based in Tamworth.

**(c) Legal Implications**

Nil

**(d) Community Consultation**

Nil

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

A Spirit of Community – C22 Provide accessible, functional, multi-purpose facilities and spaces suitable for cultural, recreational, learning and information services and activities.

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**10.2 TAMWORTH REGION INCLUSIVE CULTURE ADVISORY COMMITTEE - MINUTES- 17 NOVEMBER 2021**

**DIRECTORATE: LIVEABLE COMMUNITIES**

**AUTHOR: Kay Delahunt, Manager - Cultural and Community Services**

**1 ANNEXURES ATTACHED**

**RECOMMENDATION**

*That in relation to the report “Tamworth Region Inclusive Culture Advisory Committee - Minutes- 17 November 2021”, Council receive and note the minutes.*

**SUMMARY**

The purpose of this report is to present to Council the minutes of the Tamworth Region Inclusive Culture Advisory Committee (TRICAC) meeting held 17 November 2021 and to provide Council with an overview of the meeting outcomes.

**COMMENTARY**

**Background**

The Tamworth Region Inclusive Culture Advisory Committee (TRICAC) was formed in 2020 and its purpose is to provide strategic advice to the Council in relation to diversity and other specific cultural matters within the region. It makes recommendations regarding priority areas for development and or support. TRICAC recognises and encourages diversity across the Tamworth Regional Council area.

The Committee’s roles include:

- advice on and monitoring of the implementation of actions in the Tamworth Region Cultural Plan which relate to cultural diversity;
- provision of expert advice and ideas to Council on ways to support inclusive local cultural development and community building;

- advice on and assistance to Council in enhancing community participation and consultation in the development and evaluation of Council’s cultural events, and community arts;
- advice and leadership in the development of the strategic initiatives that involve cultural diversity in current and future cultural planning documents of Tamworth Regional Council; and
- promotion and engagement across the broader region, and on a state, national and international level.

### **17 November 2021 Meeting**

A TRICAC meeting was held on 17 November 2021. The Minutes of the Meeting are **ATTACHED**, refer **ANNEXURE 1**.

The Committee received updates on:

- LGBTQ matters; and
- Local Legends Awards.

The following items were discussed at the meeting:

- homelessness protocols – the Committee requested that a report outlining how other Councils have addressed the issue of homelessness, and examples of their protocols, be prepared for the next TRICAC meeting.
- TRICAC Terms of Reference - Suggestions were put forward and an updated Draft Terms of Reference requested for consideration at the next meeting.

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

Nil

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

Nil

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

Nil

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

The TRICAC includes six (6) community members who represent a broad range of cultural groups. The Committee provides strategic advice to Council in relation to “inclusive culture” within the region and makes recommendations regarding priority areas for development.

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

A Spirit of Community – C21 Preserve and celebrate the character, heritage and culture of our city, towns and villages.

A Region of Progressive Leadership – L13 Provide inclusive opportunities for the community to get actively involved in decision-making.

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### 10.3 DISABILITY ACCESS WORKING GROUP (DAWG) - MINUTES - 17 NOVEMBER 2021

DIRECTORATE: LIVEABLE COMMUNITIES  
AUTHOR: Kay Delahunt, Manager - Cultural and Community Services

**1 ANNEXURES ATTACHED**

#### **RECOMMENDATION**

*That in relation to the report “Disability Access Working Group (DAWG) - Minutes - 17 November 2021”, Council receive and note the minutes.*

#### **SUMMARY**

The purpose of this report is to present the minutes of the Disability Access Working Group (DAWG) Meeting held on 17 November 2021, and provide Council with an overview of the outcomes.

#### **COMMENTARY**

##### **Background**

The Disability Access Working Group (DAWG) has been functioning since 2012. The working group meets quarterly, (previously bi-monthly) and its purpose is to guide, monitor and evaluate the development and implementation of the Disability Inclusion Action Plan. The working group provides strategic advice to the Council on access issues to ensure the future Tamworth will offer an enhanced quality of life and prosperity for people with disability.

In November 2021, following an Expression of Interest process, a number of new community members were appointed to the working group.

##### **Meeting of 17 November 2021**

The Minutes of the DAWG Meeting of 17 November 2021 are **ATTACHED**, refer **ANNEXURE 1**.

The meeting served as an introduction for six (6) of the working group members who were attending a DAWG meeting for the first time. All members were given the opportunity to introduce themselves, talk about what they could bring to the Committee and raise any access issues.

The Working Group were also updated on:

- the ‘DAWG Terms of Reference’ and Working Group operations;
- the development of a new Disability Inclusion Action Plan;
- the ‘Changing Places Transport Hub’ in Bicentennial Park;
- Master Locksmiths Access Key (MLAK) keys; and
- the TRC App and how it can be used to report access issues.

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

Nil

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

Nil

**(c) Legal Implications**

The activities of the Disability Access Working Group assist Council in meeting legislative requirements under the *Disability Inclusion Act 2014*, *Australian Government NDIS Act 2013*, the *NSW Anti-discrimination Act 1977*, *Disability Discrimination Act 1992* and the *Local Government Act 1993*, which requires Council to provide adequate, equitable, and appropriate services and facilities for the community.

**(d) Community Consultation**

The Disability Access Working Group includes community members from a diverse range of disability backgrounds including disability sector workers, disability transport workers and people with lived experience of disability. The Working Group provides advice to Council in relation to disability access within the region and makes recommendations regarding priority areas for development.

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

A Spirit of Community – C14 Meet social justice principles through the provision of accessible and inclusive high-quality, integrated community services that meet current and emerging needs.

A Region of Progressive Leadership – L13 Provide inclusive opportunities for the community to get actively involved in decision-making.

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## **11 REPORTS TO BE CONSIDERED IN CLOSED COUNCIL**

### **RECOMMENDATION**

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

### **TENDER T026/2022 - BOURNES LANE RESERVOIR AND PIPELINE**

**DIRECTORATE: WATER AND WASTE**

**AUTHOR: Nathan Morgan, Senior Project Engineer**

**1 CONFIDENTIAL ENCLOSURES ENCLOSED**

The Council will determine this matter in part of the meeting closed to the public pursuant to Section 10A(2) (c)&(d)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.

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## **SUMMARY**

The purpose of this report is to recommend to Council acceptance of a tender for the construction of the Bournes Lane Reservoir and Pipeline.

### **PROPOSED LEASE WITH NSW GOVERNMENT TELECOMMUNICATIONS (TELCO) AUTHORITY, BARRABA AIRSTRIP**

**DIRECTORATE: GROWTH AND PROSPERITY**

**AUTHOR: Luke Stevenson, Commercial Property Officer**

**2 CONFIDENTIAL ENCLOSURES ENCLOSED**

The Council will determine this matter in part of the meeting closed to the public pursuant to Section 10A(2) (d)i,(d)ii&(f) 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., information that would, if disclosed, confer a commercial advantage on a competitor of Council. and details of systems and/or arrangements that have been implemented to protect Council, Councillors, staff and Council property.

## **SUMMARY**

The purpose of this report to notify Council of the NSW Government's Critical Communications Enhancement Project (CCEP), and authorise the Mayor and General Manager to enter into a lease agreement with the NSW Government Telecommunications (Telco) Authority who are rolling out the project throughout regional NSW.

### **TENDER T099/2022– SEWER VENT STACK REMOVAL AND SAFE DISPOSAL WITH SUPPLY & INSTALLATION OF STAINLESS STEEL VENTS IN THE TAMWORTH AREA**

**DIRECTORATE: WATER AND WASTE**

**AUTHOR: Daniel Coe, Manager - Water and Environmental Operations**

**1 CONFIDENTIAL ENCLOSURES ENCLOSED**

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

## **SUMMARY**

The purpose of this report is to recommend the acceptance of a tender for the removal of various sewer vents within Tamworth & Manilla. The replacement vents will be painted environmental green stainless steel that comply with relevant operational standards. This report discusses the merits of the tenders received; analysis based on selection criteria, and recommends a preferred Tenderer.

Tamworth Regional Council carries out an ongoing inspection program of sewer assets to identify asset condition and prepare rehabilitation programs as required. Determination of

asset condition is also used by Council to calculate the economic value of assets.

Sewer vents were installed as part of the sewer reticulation system up to the 1980's. The vents form a critical part of the sewer network by allowing the ventilation of the system to reduce odour and corrosion of assets by minimising the creation of Hydrogen Sulphide gas. Later sewer systems (or additions) rely on venting through individual properties rather than from the larger network vents. Council has approximately 180 sewer vents within its sewer networks (Tamworth, Manilla and Barraba), and of these vents, Council has already removed and replaced 82 vents with painted stainless-steel vents. The proposed works involve removing and replacing a further 21 sewer vents.