



**MOREE PLAINS SHIRE COUNCIL**

**14 MARCH 2019**

**STRATEGIC ASSET AND WORKS  
COMMITTEE MEETING**

**ADOPTED PUBLIC BUSINESS PAPER  
AND MINUTES**

Friday, 8 March 2019

- TO:
- Councillors
  - General Manager
  - Director – Corporate Services
  - Director – Planning and Community Development
  - Director – Engineering Services
  - Manager – Water and Waste
  - Manager – Executive Projects

Notice is hereby given that the **Strategic Asset and Works Committee Meeting** will be held in the Council Chamber, the Max Centre, 30 Heber Street, Moree on **Thursday, 14 March 2019** commencing at **2pm**.

Please note that all Committee meetings are recorded.

Yours sincerely



Ian Dinham  
DIRECTOR OF ENGINEERING SERVICES

#### **Agenda**

1. Open Meeting
2. Apologies
3. Confirmation of Minutes – Meeting 14 February 2018
4. Declarations of Interest
5. Reports
6. Standing agenda item: Questions on Notice
7. Standing agenda item: Strategic Planning Proposals and Current Project Updates
8. Standing agenda item: Overseas Trade and Investment
9. Next meeting – Thursday, 11 April 2019
10. Close meeting

# Strategic Asset and Works Committee Meeting Adopted Public Business Paper And Minutes

14 March 2019

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GENERAL MANAGER

MINUTES OF THE STRATEGIC ASSET AND WORKS COMMITTEE MEETING OF THE MOREE PLAINS SHIRE COUNCIL HELD IN THE COUNCIL CHAMBER, HEBER STREET, MOREE ON THURSDAY, 14 MARCH 2019, COMMENCING AT 2.10PM

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**PRESENT:**

Councillors K Humphries (Mayor), G Smith (Deputy Mayor), K Cassells, G Chiu, J Crawford, S Price OAM, S Ritchie, M Montgomery AM and J Tramby OAM

**IN ATTENDANCE:**

Mr L Rodgers (General Manager), Mr J Carleton (Executive Projects Manager), Mr R Heatley (Water Services Manager), Ms D Murray (Executive Assistant), Mr I Dinham (Director of Engineering Services), Ms L Fisher (Project and Development Manager), Mr M Johnson (Director Corporate Services), Mr A Witherby (Director of Planning and Community Development), Mr M Connolly (Economic and Community Development Manager), Mrs S Pearse (Senior Communications Officer), Mrs A Colbran (Governance Project Officer), Mrs J Mitchell (Executive Assistant – Planning and Community Development), Theresa Smith (Support Officer – Corporate arrived 2:28pm), Mrs R Peacey (Executive Assistant – Engineering Services) and Guest Mr Stuart Holle (GCA Engineering Solutions)

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**APOLOGIES:**

Nil.

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**LEAVE OF ABSENCE:**

Nil.

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**MINUTES:**

Minutes from the Strategic Asset and Works Committee Meeting held 14 February 2018.

**19/03/01 RESOLVED (CRAWFORD/CASSELLS)**

**That the minutes from the Strategic Asset and Works Committee Meeting held on 14 February 2019 be adopted.**

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**DECLARATIONS OF INTEREST:**

Nil.

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<b>Report Title</b>	<b>1. Questions on Notice Responses</b>
<b>Report by</b>	Engineering Services
<b>Contact</b>	Ian Dinham, Director of Engineering
<b>Attachments</b>	One (1) attachment; refer to Attachments section
<b>File</b>	FILE 16/602

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## RECOMMENDATION

That the Strategic Asset and Works Committee receive the Questions on Notice responses for information.

### 19/03/02 COMMITTEE RECOMMENDATION (RITCHIE/MONTGOMERY)

That the Strategic Asset and Works Committee receive the Questions on Notice responses for information.

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## REPORT

### ALIGNMENT WITH MOREE PLAINS 2027 – YOUR SHIRE. THE PLAN. OUR FUTURE

**An Inclusive, Caring Community**

Not applicable

**Sustainable Spaces and Places**

Not applicable

**A Vibrant Regional Economy**

Not applicable

**A Leading Organisation**

L1.7 Be accountable and transparent in our affairs, operate with integrity, improve our responsiveness and pursue innovative solutions for organisational improvement

## BACKGROUND AND KEY ISSUES

Questions on Notice (**QON**) provide an opportunity for Councillors to ask questions of the General Manager which are then recorded within the meeting minutes and the Council's Customer Request Management (**CRM**) system. A response to this question is either provided verbally at the meeting or taken on notice if the response requires further research.

In response to requests from Councillors, a QON response system has been implemented where all responses are made available to the public through a Standing Committee Meeting business paper (as per

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this report). This will ensure that the answers not provided at the meeting are publically available for review by members of the public and Council's transparency is enhanced.

### **FINANCIAL IMPACT TO COUNCIL**

Review of the QON's has no significant financial implications.

### **STATUTORY AND POLICY IMPLICATIONS**

Council's Code of Meeting Practice (2016) includes the provision for QON's as part of the Committee Meeting Standing Order of Business. The Code of Meeting Practice is consistent with the *Local Government Act 1993 (NSW)*, the Local Government (General) Regulation 2005 and the Model Code.

### **RISK IMPLICATIONS**

There are no identified risk implications associated with QON responses.

### **ASSET MANAGEMENT IMPLICATIONS**

No asset management implications have been identified.

### **PREVIOUS COUNCIL DECISIONS**

QON responses are provided as part of a Standing Committee Meeting business paper on a regular basis to ensure all responses are made available to the public.

### **ATTACHMENTS**

**Attachment 1** Question on Notice responses

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CRM 11410/2018

**Question on Notice – Corporate Services - Councillor Tramby**

**7. At what stage is the process to sell the facilities to that organisation over a four year period. Has that been finalised?**

Mr Rodgers: Through you, madam chair, can I take that on notice? The matter, in fact I check on this on a regular basis, I had a discussion with my good friend Ms Pippos yesterday, to enquire as to the progress and progress is been made. There are some operational matters that we need to attend to in relation to the subdivision occurred down there, to separate out services and infrastructure that we own. So there is work that needs to be done on both sides before that matter can be finalised. But the agreement and the commitment is still to move ahead, in accord with the guidelines and advice as I received as your General Manager from the closed council discussions, where delegations were given to me. The matter is being put into final form by our legal services at the moment. So I will take that on notice, but will look forward to bringing a report back as an update. I think we should be, in the next two weeks, in a position to start to finalise some of the legal agreement.

A further response is required.

(Community Development and Services Committee Meeting 27 September 2018)

**Response:**

*The sale of the property in Anne Street to the Moree Sport Health Arts and Education Academy Aboriginal Corporation (the SHAE Academy) has been delayed due to the requirement to separate the electricity services to the individual blocks, including Adelaide Street Reservoir, which Council will retain. The separation of these services was completed in January 2019, however, confirmation from our electricity provider is still required to meet the development approval condition for sub-division. Once finalised confirmed and development approval is given the plan of sub-division can be registered and sale progressed.*

CRM829/2019

**Question on Notice – Corporate Services – Councillor Tramby**

**2. The Ski Park people pay a lease to Council less what they put into it. Just wondering what they paid us in the last financial year. How much did they pay if any?**

A further response is required.

(Strategic Assets & Works Committee Meeting - 14 February 2019)



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**Response:**

*The Moree Water Ski Club did not pay any licence fee to Council for the 2017/18 year. Pursuant to the terms of the licence agreement between Council and the Moree Water Ski Club, the Occupation fee is due annually in arrears on the anniversary of the commencement date of the Licence Agreement.*

*Notwithstanding, clause 3.3 of the agreement allows for a rent rebate. The Moree Water Ski Club availed themselves of this rebate, for works completed on the Park Shelter and Solar Station, which exceeded the occupation fee.*

*The occupation fee was calculated as per the agreement, being 45 percent of the fee stated in clause 3.1.1, due to only two lakes being available (per clause 3.1.2(b), plus the greater of CPI or the rate peg percentage (clause 3.4.1(a). The rate peg percentage was used which was 2.3%.*

CRM 833/2019

**Question on Notice – Corporate Services – Councillor Ritchie**

**6. SHAE Academy I'd like an update on that. I remember they wanted the lease signed before Christmas 2017 and here it is 2019 and we haven't had a payment because it hasn't been signed. I want to know are they paying rent or maintenance? How far away is the lease?**

A further response is required.

(Strategic Assets & Works Committee Meeting - 14 February 2019)

**Response:**

*The SHAE Academy are paying a lease fee for the use of the South Moree Sporting Precinct area and are currently up to date with payments, with the next payment falling due on 1 July 2019. An unsigned lease remains with the SHAE Academy, however, the SHAE Academy have advised this is due to bureaucratic interference from the Office of Prime Minister and Cabinet and not from their unwillingness to sign. Council resolved in April 2018 to support the sale of the South Moree properties to the SHAE Academy the current unsigned lease commenced on 1 July 2018. Both the SHAE Academy and Council continue to operate as if there is a lease in place. Once the Subdivision is registered and the ownership of the property can be transferred to the Academy the lease will cease.*

CRM1025/2019

**Question on Notice – Engineering Services – Councillor Humphries**

**1. I have been advised that staff that are working on Shire Road 507 are travelling back into the depot to refuel plant, shouldn't we be sending out a tanker?**

Mr Rodgers advised that to his knowledge a tanker is travelling out to the site and that small light plant fuel up at the depot before heading out to the site.

A further response required.

(Finance and Governance Committee Meeting 21 February 2019)



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**Response:**

*Mr McMahon has confirmed that Mr Rodger's advice is correct. There is a tanker on site for Council staff to refuel. Also, staff transport fuel to and from the site in utilities with drums of fuel on the back.*

*Council staff commence work at the depot and return to the Depot (as per policy) and refuel there when needed.*

*Contractors are also used on this project and they make their own arrangement for refuelling.*

CRM1026/2019

**Question on Notice – Engineering Services – Councillor Smith**

**1. Councillor Smith asked what the process is for works staff starting and finishing at the depot or on worksites?**

Mr Rodgers advised that that he is aware on regular occasions staff have been allowed to commence work and finish at worksites with appropriate controls in place.

A further response required.

(Finance and Governance Committee Meeting 21 February 2019)

**Response:**

*Mr McMahon has confirmed that Mr Rodger's advice is correct. However, Superintendents usually meet with their staff most mornings at the depot to advise of daily duties and reallocate staff to different tasks as appropriate for unexpected leave of absence, weather conditions, plant requirements etc. as well as checking staff punctuality.*

*Start and finish at depot reminder is a regular agenda item for roster meetings.*

*Staff travelling to commence on site incur additional costs in allowances and private vehicle usage.*

*Contractors are able to commence work on worksites without starting and finishing at depot providing the appropriate controls are in place. Contractors are paid only for the time actually worked on site.*

CRM 359/2019

**Question on Notice – Planning & Development - Councillor Cassells**

**1 - Can we have some exercise equipment along the shared pathways?**

General Manager, Lester Rodgers; Stronger Country Communities Fund have some regards to these and Mr Carleton and Mr Witherby have good news about this.

Executive Projects Manager, John Carleton; The SCCF Found 1 has an element of fitness equipment built into



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it. We will be going out to the community for consultation on this.

A further response is required.

(Finance and Governance Committee Meeting 18 October 2018)

**Response:**

*A report is being brought back to Council on Section 94A expenditures.*

CRM 830/2019

**Question on Notice – Planning and Community Development – Mayor Humphries**

**3. The toilet at Gurley's service station is absolutely putrid. If that's not a health hazard, nothing is. It hasn't been cleaned in months and months. It is privately owned but are we obligated; it is a service station selling fuel yet the toilet is putrid.**

General Manager, Lester Rodgers: As was advised even though it is on private land we do have some broad ranging powers that I understood the health officers were going to have a look at it. I will follow that up.

A further response is required.

(Strategic Assets & Works Committee Meeting - 14 February 2019)

**Response:**

*An inspection has been carried out and the facility together with the surrounding land was found to be in an unhealthy condition. Notice has been served of intention to issue an order. This will continue to be pursued.*

CRM 834/2019

**Question on Notice – Planning and Community Development – Councillor Ritchie**

**7. The new dog pound we have a beautiful big shed over there that is still not in use. I was over there a fortnight ago and they are still operating out of the old pound.**

A further response is required.

(Strategic Assets & Works Committee Meeting - 14 February 2019)

**Response:**

*Animal Management Facility. We have potentially been able to source a full internal fit out from Sydney at a highly concessional price however there have been issues in organising transport back to Moree. We are still working on resolving these. Once the internal fit out has been installed we will then be able to proceed to finish other services such as water supply.*



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*The potential savings are going to be variable depending on the quantity of items AWL could provide. At this point in time AWL is providing two Outdoor Cattery banks which, to be compliant with the new Animal Management Guidelines are equivalent to about \$12-14,000. AWL are providing these to Council on Friday. AWL are also going to discuss about what other items they can bring up which may provide additional savings.*

*The important thing to note is that currently Council has been holding off on completing the internal fit out of the new facility until the scale of what AWL is donating could be determined e.g. if AWL was to provide 20 dog pens Council would not have to absorb that significant cost when doing the fit out of the new animal management facility. At this time, it is just the cat banks that will be donated and will be transported to Council free of charge.*

*Following this occurring Council will be able to continue with the internal fit out of the Pound.*

CRM 1027/2019

**Question on Notice – Planning and Community Development – Councillor Tramby**

**What is the process of baling at the waste management facility? Is this something we are looking at?**

(Ordinary Council Meeting 14 February 2019)

**Response:**

*The recommendation of the Landfill Lifespan Assessment Report suggested Council conduct a review of the filling methodology to ensure that the current baling method remains the most efficient and cost-effective filling strategy for this site.*

*As the Baler is now 10 years old and following a major overhaul by the manufacturer, it is timely to complete an asset review, which will form part of the planning for the extension of Cell 1, in particular whether we should move to a conventional compactor. There are a number of factors to be considered, including the percentage of the site that is occupied by cover, compression of waste, angles of repose when above ground level which will lead to an overall view regarding “least cost” moving forward. It should be noted that a compactor is likely required to optimise bulk waste (e.g. some burnt out buildings with no asbestos etc.) but the type and cost of machine will need to be considered. In addition, the need for a backup approach must also be considered, as waste stockpiling cannot occur for more than a couple of days.*

*A further report will be brought back to Council.*



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## **Questions on Notice:**

**Councillor Sue Price:**

- 1. At the Mungindi Crime Prevention meeting, the police raised that there were issues still with dogs. Even though they have been working closely with Rangers things have improved substantially, there is still issues and were worried that the dogs that are captured are then registered and then been given back to their owner and this is not the best outcome. Is it possible to arrange for a 2-3 days' program to educate/ target dogs in Mungindi and see if that has any affects.**

*Mr Angus Witherby: Thank you Councillor Price Council staff will certainly look at implementing a 2-3 day education program in Mungindi. Traditionally we have done this in conjunction with free microchipping to get dogs in the system. Terms of registrations and release there are a number of triggers with the companion animal legislation around nuisance, menacing and dangerous dogs. Unless a dog triggers one of those thresholds, we cannot take legal action, but can certainly look at an education program around responsible dog ownership in Mungindi to assist dog owners to understand their responsibilities.*

- 2. Cr Price asked what constitutes a dangerous Dog? The fact that people running around an oval exercising are fighting off dogs with sticks?**

*Mr Angus Witherby: General thresholds are for nuisance generally this means excessive barking etc. menacing would include running towards a person when person has fears for their safety and a dangerous dog would be a bite. Some of those actions that you have described would certainly fit menacing.*

*A further response is required.*

**Councillor Greg Smith:**

- 3. Have been speaking with the sale yard Manager recently and the Moree Livestock Selling Agent handling the lease payments for the saleyards has advised that they are in arrears due to the condition of the saleyards.**
- 4. There are 3 concrete tanks on site and are inoperable as they all leak. They rely on supply from 100mm mains. When they have full yards, the mains do not keep up. Due to the way they are plumbed they have to turn the system off to fix a leak, then they have no water for stock to the yards. What are Council's legal responsibilities' under the Animal Cruelty Act? They have to have so many litres of water on hand in case of pump failure.**

*Councillor John Tramby: Councillor Chiu and I met with the Moree Livestock Selling Agent regarding the lease that they rejected. Further discussions needed with the matter and that is needs to come back to Council to discuss. If you recall they want total income from truck wash but who is going to maintain it?*

*A further response is required.*

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**Cr Katrina Humphries:**

**5. Is the new truck wash functional?**

*Mr John Carleton: There is a truck was out there now but the new one it is not. There have been delays with the receiving the water and wastewater equipment going in. We are advised that more of the equipment will be delivered next week. Contractors will be there next week working on the pump shed, have organised a crane to lift the wastewater equipment off the delivery truck and engaged a contactor to do the slab for the pump house and then we will put all the wastewater equipment in. There is about 80% of the equipment at the depot just need all the bits and pieces to put it together. There are a lot of things going on behind the scenes.*

**Councillor Greg Smith:**

**6. Can I make a comment on that - I went out and have photos (which I will email shortly) of the slab poured for the new truck wash, has then had another slab poured over the top of it and was limited to the edges. Where the trucks have been draining to the centre there is no lip and when you get a build-up of dung the waste will go over the edge, not where it is supposed to go. My opinion is that it is not going to work.**

*Mr John Carleton: Good point councillor it is not finished yet. The concrete approaches and exits are not finished and will be complete when the concreter comes and does all of the final finish work before it can be used. Fencing will also go up as well for safety.*

*No further response is required.*

**Councillor John Tramby requested:**

**7. RSL was successful with getting a grant which came through recently and also informed that there is another grant out there at the moment \$20,000-\$200,000 and it is to make your community more liveable? We have a lot of grants that we have applied for and been unsuccessful. Can our staff submit projects that missed out? If we get a \$200,000 project in town in this situation will be good for our town. Because RSL missed the first one we were on the correspondence list, they received notification about this grant and the grant opened about a week ago. Can we do something about resubmitting some of our applications?**

*Mr Angus Witherby: Thank you Councillor Tramby, we are aware of that program and are following up on this.*

*A further response is required.*

**Councillor Sue Price:**

**8. As I walked to council today there, were 2 Dead trees outside the front of the town hall could they be removed/ cleaned up before Anzac day.**

*Councillor Steve Ritchie: Why they are dying is there was a grub in the mulch or bark/ tree that killed them sucks the sap out of them.*

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Mr Angus Witherby: It will be done.

No further response is required.

**Strategic Planning Proposals and Current Project Updates:**

Mr Lester Rodgers Would like to put on notice that he would be very interested in forming a number of working groups around updates on number of key areas that he has concerns about being:

- Airport
- Pool
- Intermodal Precinct

Mr John Carleton advised that he would be having a meeting on Tuesday, 26 March with the Port of Newcastle CEO regarding update on the Port of Newcastle. He extended an invitation to all and advised that they would be engaging with groups in the area and identifying local needs for logistics and transport.

Mr Mark Connolly presentation slides on update Special Activation Precinct.

**Overseas Trade and Investment:**

Nil:

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There being no further business, the meeting closed at the time being 2:35 pm

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SIGNED BY THE CHAIR OF THE  
STRATEGIC ASSET AND WORKS  
COMMITTEE, WHOSE SIGNATURE  
APPEARS BELOW

  
.....  
CHAIRPERSON

ADOPTED AT THE STRATEGIC ASSET  
AND WORKS COMMITTEE MEETING OF  
THE MOREE PLAINS SHIRE COUNCIL  
HELD ON

11.04.2019  
.....  
DATE

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