AGENDA & BUSINESS PAPERS

Notice is hereby given, in accordance with the provision of the *Local Government Act 1993* that a meeting of Uralla Shire Council will be held in the Council Chambers, 32 Salisbury Street, Uralla.

ORDINARY COUNCIL MEETING

23 May 2023

Commencing at 4 pm

Statement of Ethical Obligations

The Mayor and Councillors are bound by the Oath/ Affirmation of Office made at the start of the Council term to undertake their civic duties in the best interests of the people of Uralla Shire and to faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the *Local Government Act* or any other Act, to the best of their skill and judgement.

It is also a requirement that the Mayor and Councillors disclose conflicts of interest in relation to items listed for consideration on the Agenda or which are considered at this meeting in accordance with Council's Code of Conduct and Code of Meeting Practice.

Kate Jessep

General Manager

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7 CONFIRMATION OF MINUTES

7.1 Confirmation of Minutes 26 April 2023 Ordinary Meeting

Department:	**General Manager's Office**
Prepared By:	**Executive Assistant**
Authorised By:	**General Manager**
Reference:	UINT/23/5638
Attachments:	1. Minutes 26 April 2023 Ordinary Meeting - Unconfirmed
LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK	
Goal:	4. We are an independent shire and well-governed community
Strategy:	4.3. An efficient and effective independent local government

RECOMMENDATION

That Council adopt the minutes of the Ordinary Meeting 26 April 2023 as a true and correct record.

OR

That Council adopt the minutes of the Ordinary Meeting 26 April 2023 as a true and correct record with the following amendments:

i. <<to be inserted at the meeting>>

MINUTES of

ORDINARY COUNCIL MEETING

Held on 26 April 2023 at 4 pm

Attendance at Meeting:

Councillors:

Mayor R Bell (Chair)
Deputy Mayor R Crouch
Cr T Bower
Cr S Burrows
Cr L Doran
Cr McMullen
Cr T O'Connor
Cr L Petrov
Cr T Toomey

Apologies: Nil

Staff:

Mrs K Jessep, General Manager
Ms T Averay, Executive Director Infrastructure & Development
Mrs C Valencius, Executive Director Corporate & Community
Mr S Williams, Manager Governance
Mr M Raby, Interim Director Infrastructure
Ms W Westbrook, Executive Assistant (Minute Clerk)

UNCONFIRMED

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1 OPENING & WELCOME

The Chair declared the meeting opened at 4:00pm.

2 PRAYER

The Chair recited the Uralla Shire Council prayer.

3 ACKNOWLEDGEMENT OF COUNTRY

The Chair read the acknowledgement of country.

4 WEBCAST INFORMATION

The Chair advised the meeting was recorded, with the recording to be made available on Council's website following the meeting and reminded attendees to refrain from making defamatory statements.

5 APOLOGIES & APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS

MOTION

RESOLUTION 01.04/23

Moved: Cr Sarah Burrows
Seconded: Cr Tim Bower

That applications for leave of absence from Cr O'Connor for 11 May – 7 July 2023 and Cr Petrov for 5 May- 28 May 2023 be accepted.

For: **Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey**

Against: **Nil**

CARRIED 9/0

6 DISCLOSURE & DECLARATIONS OF INTEREST/S

Nil

7 CONFIRMATION OF MINUTES

7.1 CONFIRMATION OF MINUTES 28 MARCH 2023 ORDINARY MEETING

RESOLUTION 02.04/23

Moved: **Cr Tara Toomey**
Seconded: **Cr Leanne Doran**

That Council adopt the minutes of the Ordinary Meeting 28 March 2023 as a true and correct record.

For: **Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey**

Against: **Nil**

CARRIED 9/0

8 URGENT, SUPPLEMENTARY, AND LATE ITEMS OF BUSINESS (INCLUDING PETITIONS)

Nil

9 WRITTEN REPORTS FROM DELEGATES

9.1 WRITTEN DELEGATE ACTIVITY REPORT FROM THE MAYOR FOR MARCH 2023

RESOLUTION 03.04/23

Moved: **Mayor Robert Bell**
Seconded: **Deputy Mayor Robert Crouch**

That Council receive the Mayor's Delegate Activity Report for March 2023.

For: **Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey**

Against: **Nil**

CARRIED 9/0

9.2 FOLLOW UP REPORT FROM COUNCIL RESOLUTION 03.08/22 DELEGATE REPORT – RURAL SKILLS FORUM HELD 4 AUGUST 2022

RESOLUTION 04.04/23

Moved: **Deputy Mayor Robert Crouch**
Seconded: **Cr Tom O'Connor**

That Council receive the follow up report from Council Resolution 03.08/22 Delegate Rural Skills Forum held 4 August 2022.

For: **Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey**

Against: **Nil**

CARRIED 9/0

9.3 FOLLOW UP REPORT FROM COUNCIL RESOLUTION 04.08/22 - DELEGATE REPORT – COUNTRY MAYORS ASSOCIATION MEETING HELD 5 AUGUST 2022

RESOLUTION 05.04/23

Moved: **Deputy Mayor Robert Crouch**
Seconded: **Cr Bruce McMullen**

That Council write to Homes North Armidale to explore the opportunity for further interactions, such as a presentation to Council.

For: **Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey**

Against: **Nil**

CARRIED 9/0

10 PUBLIC FORUM

Nil

11 MAYORAL MINUTE

Nil

12 NOTICE OF MOTION/QUESTIONS WITH NOTICE

12.1 NOTICE OF MOTION - RECOMMENDED STREET AND OPEN SPACE TREE SELECTION LIST

RESOLUTION 06.04/23

Moved: **Cr Bruce McMullen**
Seconded: **Cr Lone Petrov**

That Council:

1. **Note Council's existing intention to create a guidance document called the Uralla Street and Open Space Tree Management Plan which will detail the selection and maintenance of allowable tree species which can be planted in public open space including streets into the future.**
2. **Note the attached list of tree species (Attachment 1) which has been produced in consultation with local interested parties and tree suppliers and future consultation will include Znet and Uralla Township Environs Committee.**
3. **Note the attached list of tree species be incorporated into the upcoming Uralla Street and Open Space Tree Management Plan.**
4. **Note that further staff research to identify other potentially appropriate street trees including deciduous species is continuing.**
5. **Note that the final recommended list of tree species (including Attachment 1) will be presented to Council prior to the final public consultation and adoption of the Management Plan occurring.**

For: **Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey**

Against: **Nil**

CARRIED 9/0

12.2 NOTICE OF MOTION – NORTHERN INLAND REGIONAL WASTE AND URALLA SHIRE COUNCIL

RESOLUTION 07.04/23

Moved: **Deputy Mayor Robert Crouch**
Seconded: **Cr Tara Toomey**

That Council

i. **receive the report on Northern Inland Regional Waste; and**
ii. **request a presentation from Northern Inland Regional Waste Executive Officer**

For: **Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey**

Against: **Nil**

CARRIED 9/0

13 REPORT OF COMMITTEES

13.1 RECOMMENDATIONS FROM 21 MARCH 2023 FINANCE ADVISORY COMMITTEE

RESOLUTION 08.04/23

Moved: **Cr Tom O'Connor**
Seconded: **Cr Bruce McMullen**

That Council:

i. Lay on the table, pending the draft 2023/24 resourcing strategy (budget and long term financial plan), the request for a quote and engagement of an independent consultant service to commence the assessment and community engagement process (July – October 2023) for a possible special rate variation and, if required, to enable a council decision by November 2023 to apply to the Independent Pricing and Regulatory Tribunal for the 2024-25 financial year; and

ii. Note that the Finance Advisory Committee acknowledge the need to have significant improvement in the Water Fund and request further advice on options to achieve a balanced Water Fund.

For: **Crs Robert Bell, Robert Crouch, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey**

Against: **Cr Tim Bower**

CARRIED 8/1

13.2 FINANCE ADVISORY COMMITTEE MEETING MINUTES 18 APRIL 2023 – PART 1

RESOLUTION 09.04/23

Moved: **Cr Tara Toomey**
Seconded: **Cr Tom O'Connor**

That the Finance Advisory Committee minutes of 18 April 2023 meeting be adopted as a true and correct record.

For: **Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey**

Against: **Nil**

CARRIED 9/0

13.2 FINANCE ADVISORY COMMITTEE MEETING MINUTES 18 APRIL 2023 – PART 2

RESOLUTION 10.04/23

Moved: **Cr Tom O'Connor**
Seconded: **Cr Sarah Burrows**

That Council

i. ***Utilise the new valuation at a common rate in the dollar and a base rate raising no more than 50% in any rating category (Uralla Shire Council Rates Modelling AEC Scenario Summary – April 2023 Revised for 6th Scenario) with the amendment of the Base Rate being $282.80 in place of $282.00, be included in the draft resourcing strategy; and***

ii. ***a review the rate modelling options be undertaken in two years, in preparation for the three yearly revaluations, as a matter of course. Particularly to enable consideration of any positive response by the State Government to the effect of development of renewable energy zone business across New South Wales in general and the Uralla Shire in particular.***

For: **Crs Robert Bell, Robert Crouch, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey**

Against: **Cr Tim Bower**

CARRIED 8/1

Please find the link to *Uralla Shire Council Rates Modelling AEC Scenario Summary – April 2023 Revised for 6th Scenario below*
https://www.uralla.nsw.gov.au//files/assets/public/hptrim/governance-meetings-council-and-committees-section-355-committees-of-council-finance-advisory-committee-of-the-whole-proceedings-of-the-committee-includes-records-of-business-papers-agenda-minutes-reports-submissions-corresponden/uralla-shire-council-rates-modelling-aec-scenarios-summary-april-2023_revised-for-6th-scenario_received-18-april-2023.pdf

14 REPORTS TO COUNCIL

14.1 DRAFT - SEWER ASSET MANAGEMENT PLAN (VERSION 4.4)

RESOLUTION 11.04/23

Moved: **Deputy Mayor Robert Crouch**
Seconded: **Cr Tim Bower**

That Council adopt the Sewer Asset Management Plan (V4.4).

For: **Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey**

Against: **Nil**

CARRIED 9/0

14.2 DRAFT - WATER SUPPLY NETWORK ASSET MANAGEMENT PLAN (VERSION 2.4)

RESOLUTION 12.04/23

Moved: Deputy Mayor Robert Crouch
Seconded: Cr Tom O'Connor

That Council adopt the Water Supply Network Asset Management Plan (Version 2.4).

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

CARRIED 9/0

14.3 DRAFT KERB, GUTTER, AND FOOTPATH PAVING POLICY

RESOLUTION 13.04/23

Moved: Cr Bruce McMullen
Seconded: Cr Tara Toomey

That Council:

1. **Endorse the Draft Kerb, Gutter, and Footpath Paving Policy to be put on public exhibition for a period of 28 days in order to elicit community feedback.**
2. **Receive a future report to consider adoption of the Policy and any amendments made as a result of feedback.**

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

CARRIED 9/0

14.4 UPDATE ON COUNCIL RESOLUTION 17.03/21 - BUNDARRA WASTE MANAGEMENT FACILITY

RESOLUTION 14.04/23

Moved: **Deputy Mayor Robert Crouch**
Seconded: **Cr Tom O'Connor**

That Council note the progress on the seven (7) action items arising from Council's resolution 17.03/21 of 23 March 2021 and resolve the following future actions:

1. **Complete the design phase and apply for grant funding in June 2023 to construct a waste transfer station at the Bundarra Waste Management Facility.**
2. **Terminate landfilling operations at the Bundarra Waste Management Facility upon reaching capacity of the current cell and hire shallow hook bins for the temporary collection and transport of waste from Bundarra to Uralla Landfill.**
3. **Seek grant funding for the capping and rehabilitation of landfill cells at Bundarra Waste Management Facility.**

For: **Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey**

Against: **Nil**

CARRIED 9/0

PROCEDURAL MOTION

RESOLUTION 15.04/23

Moved: **Cr Leanne Doran**
Seconded: **Cr Sarah Burrows**

Mayor called for a for 20 minute dinner break 5:58pm

For: **Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey**

Against: **Nil**

CARRIED 9/0

The meeting resumed at 6.26pm.

PROCEDURAL MOTION

RESOLUTION 16.04/23

Moved: Cr Tom O'Connor
Seconded: Deputy Mayor Robert Crouch

That Council move Item 14.5 to be heard in closed session as item 15.1

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

CARRIED 9/0

14.6 PUBLIC SPACES LEGACY PROGRAM AND COURTHOUSE UPDATE

RESOLUTION 17.04/23

Moved: Cr Tara Toomey
Seconded: Cr Sarah Burrows

That Council:

1. Note the Public Spaces Legacy Program and Courthouse Refurbishment Works Update; and
2. Receive a report to the May 2023 Ordinary Meeting about the funding allocation and costings of the Public Spaces Legacy Program in relation to Pioneer Park; and
3. Direct the General Manager to :
   a. comply with Part 1, i) and ii) of Resolution 36.09/22, and treat the landscape planting component and spiral pathway as separate engagements; and
   b. allocate the $30,000 from the item noted in the information circulated to Councillors on the 19th April 2023 marked Confidential to the development of a project plan for Stage 2; and
   c. work with Uralla Arts, UTEC and potentially also Arts Northwest to develop the art element and include the spiral pathway, artwork and tree planting in stage 2 of the Pioneer Park project; and
   d. work with Arts Northwest to complete the remaining artwork for The Glen.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Cr Bruce McMullen

CARRIED 8/1

At 7:09 pm, Cr Tim Bower left the meeting.

At 7:10 pm, Cr Tim Bower returned to the meeting.

14.7 WORKS PROGRESS REPORT - APRIL 2023

RESOLUTION 18.04/23

Moved: **Cr Tom O'Connor**
Seconded: **Cr Lone Petrov**

That Council note the Works Progress Report as at 31 March 2023.

For: **Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey**

Against: **Nil**

CARRIED 9/0

14.8 AUDIT, RISK & IMPROVEMENT COMMITTEE RECRUITMENT

RESOLUTION 19.04/23

Moved: **Cr Tara Toomey**
Seconded: **Cr Sarah Burrows**

Appoint Cr Toomey as the non-voting councillor member to the Uralla Shire Council's Audit Risk and Improvement Committee.

For: **Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey**

Against: **Nil**

CARRIED 9/0

PROCEDURAL MOTION

RESOLUTION 20.04/23

Moved: **Cr Sarah Burrows**
Seconded: **Cr Leanne Doran**

That the item 14.8 (sections 1 & 2) to be heard in closed session as item 15.2.

For: **Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey**

Against: **Nil**

CARRIED 9/0

14.9 MONTHLY FINANCE REPORT FOR APRIL 2023

RESOLUTION 21.04/23

Moved: Cr Tom O'Connor
Seconded: Cr Tim Bower

That Council receive the Monthly Finance Report for March 2023

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

CARRIED 9/0

14.10 INVESTMENTS AT 31 MARCH 2023

RESOLUTION 22.04/23

Moved: Deputy Mayor Robert Crouch
Seconded: Cr Tara Toomey

That Council note:

1. **The cash position as at 31 March 2023 consisting of cash and overnight funds of $2,815,031 term deposits of $20,050,000 totalling $22,865,031 of readily convertible funds; and**
2. **The majority of Council's cash is externally restricted and not available for day to day operational expenditure. Unrestricted cash as at 31 March, 2023 estimated to be $1million with the final value to be finalised upon audit of financial statements for the year.**

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

CARRIED 9/0

14.11 LOANS AS AT 31 MARCH 2023

RESOLUTION 23.04/23

Moved: Cr Tom O'Connor
Seconded: Deputy Mayor Robert Crouch

That Council note the loan position as at 31 March, 2023 totalling $1,567,033.41.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

CARRIED 9/0

14.12 REGISTER RESOLUTIONS ACTIONS STATUS AS AT 18 APRIL 2023

RESOLUTION 24.04/23

Moved: **Deputy Mayor Robert Crouch**
Seconded: **Cr Tara Toomey**

That Council note the resolution action Status at 18 April 2023.

For: **Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey**

Against: **Nil**

CARRIED 9/0

15 CONFIDENTIAL MATTERS

RECOMMENDATION

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the *Local Government Act 1993*:

15.1 Fuel and Lubricant Supply Contract

This matter is considered to be confidential under Section 10A(2) – d (i) & d(ii) of the *Local Government Act 1993,* and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest if disclosed, confer a commercial advantage on a competitor of the council.

15.2 Audit Risk & Improvement Committee Recruitment

This matter is considered to be confidential under Section 10A(2) - a of the *Local Government Act 1993,* and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personal matters concerning particular individuals (other than councillors).

PROCEDURAL MOTION

RESOLUTION 25.04/23

Moved: **Mayor Robert Bell**
Seconded: **Deputy Mayor Robert Crouch**

That Council move into Closed session.

For: **Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey**

Against: **Nil**

CARRIED 9/0

UNCONFIRMED

PROCEDURAL MOTION

RESOLUTION 30.04/23

Moved: Deputy Mayor Robert Crouch
Seconded: Cr Tim Bower

That Council move to open session.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

CARRIED 9/0

PROCEDURAL MOTION

RESOLUTION 31.04/23

Moved: Deputy Mayor Robert Crouch
Seconded: Cr Tim Bower

That resolutions of closed session become resolutions of open session.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

CARRIED 9/0

16 COMMUNICATIONS OF COUNCIL DECISIONS

FOLLOWING ITEMS WERE MOVED FROM COUNCIL REPORTS TO A CONFIDENTIAL SESSION:

15.1 FUEL AND LUBRICANT SUPPLY CONTRACT (WAS ITEM 14.5)

RESOLUTION 27.04/23

Moved: Deputy Mayor Robert Crouch
Seconded: Cr Leanne Doran

That Council, in consideration of the submissions through the Regional Procurement tender process, tender T122324URA and the analysis in the two confidential attachments:

1. **Accept the offer from Campbell's Fuel Services Inverell and enter Contract 122324URA for the supply of Fuel, Kerosene and AdBlue for a period of 14 months with an option to renew for a further period of 12 months.**

2. **Accept the offer from Valvoline enter Contract 122324URA for the supply of Lubricants for a period of 14 months with an option to renew for a further period of 12 months.**

For: **Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey**

Against: **Nil**

CARRIED 9/0

15.2 AUDIT, RISK & IMPROVEMENT COMMITTEE RECRUITMENT (WAS ITEM 14.8)

RESOLUTION 27.04/23

Moved: Cr Tara Toomey
Seconded: Cr Sarah Burrows

1. **Adopt the attached Model Terms of Reference for the Uralla Shire Council's Audit Risk and Improvement Committee with the following amendments:**
   a. **Authority point 7 add after General Manager '/Mayor'; and**
2. **Appoint Mr Stephen Coates as the Chair of shared Uralla Shire Council and Walcha Council Audit Risk and Improvement Committee for an initial term of 4 years; and**
3. **Appoint Cr Toomey as the non-voting councillor member to the Uralla Shire Council's Audit Risk and Improvement Committee.**

For: **Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey**

Against: **Nil**

CARRIED 9/0

17 CONCLUSION OF MEETING

The meeting was closed at 8:27pm.

Council Minutes to be confirmed by: **Mayor Robert Bell on 23 May 2023**. Resolution number:

……..

Signature

7.2 Confirmation of Minutes 16 May 2023 Extraordinary Meeting

Department:	**Corporate & Community**
Prepared By:	**Executive Support Officer**
Authorised By:	**Manager Governance**
Reference:	UINT/23/6324
Attachments:	1. Minutes Extraordinary Meeting 16 May 2023
LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK	
Goal:	4. We are an independent shire and well-governed community
Strategy:	4.3. An efficient and effective independent local government

RECOMMENDATION

That Council adopt the minutes of the Ordinary Meeting 26 April 2023 as a true and correct record.

OR

That Council adopt the minutes of the Ordinary Meeting 26 April 2023 as a true and correct record with the following amendments:

i. <<to be inserted at the meeting>>

MINUTES of

EXTRAORDINARY COUNCIL MEETING

Held on 16 May 2023 at 5pm

Attendance at Meeting:

Councillors:
Mayor R Bell (Chair)
Deputy Mayor R Crouch
Cr T Bower
Cr S Burrows
Cr L Doran
Cr McMullen
Cr T Toomey

Apologies:
Cr T O'Connor
Cr L Petrov

Staff:
Mrs K Jessep, General Manager
Ms T Averay, Executive Director Infrastructure & Development
Mrs C Valencius, Executive Director Corporate & Community
Ms L Chalmers, Executive Support Officer (Minute Clerk)
Mr S Williams, Manager Governance
Mr M Ahammed, Manager Finance & IT
Mr C Fitzsummons, Executive Manager Civil Infrastructure

UNCONFIRMED

MINUTES

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UNCONFIRMED

MINUTES

1 OPENING & WELCOME

The Chair declared the meeting opened at 5:03.

2 PRAYER

The Chair recited the Uralla Shire Council prayer.

3 ACKNOWLEDGEMENT OF COUNTRY

The Chair read the acknowledgement of country.

4 WEBCAST INFORMATION

The Chair advised the meeting was recorded, with the recording to be made available on Council's website following the meeting and reminded attendees to refrain from making defamatory statements.

5 APOLOGIES & APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS

Cr Petrov on leave – Resolution 01.04/23

Cr O'Connor on leave – Resolution 01.04/23

APOLOGY

RESOLUTION 01.05/23

Moved: Cr Sarah Burrows
Seconded: Cr Tara Toomey

That the apology from Crs Petrov and O'Connor be noted.

For: **Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen and Tara Toomey**

Against: **Nil**

Absent: **Crs Tom O'Connor and Lone Petrov**

CARRIED 7/0

MOTION

RESOLUTION 02.05/23

Moved: Cr Tara Toomey
Seconded: Cr Tim Bower

That the leave of absence be received for Cr Bower and be accepted for the next ordinary meeting 23 May 2023.

MINUTES

For:	**Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen and Tara Toomey**
Against:	**Nil**
Absent:	**Crs Tom O'Connor and Lone Petrov**

CARRIED 7/0

6 DISCLOSURE & DECLARATION OF INTEREST/S

Cr Leanne Doran declared significant non-pecuniary interest in relation to item 9.1, due to being a member or Rotary and part of the organising committee for Thunderbolt festival.

Mayor Robert Bell declared significant non-pecuniary interest in relation to item 9.1, due to being a member of Rotary.

7 PURPOSE OF EXTRAORDINARY MEETING

To consider the Draft Operational Plan 2023-2024.

8 LATE REPORTS/SUPPLEMENTARY/URGENT ITEMS (INCLUDING PETITIONS)

The Chair advised there were no late, urgent and supplementary items or reports of business.

9 REPORTS TO COUNCIL

9.1 DRAFT OPERATIONAL PLAN 2023-2024

The Chair called for general questions and proposed amendments to the Draft Operational Plan 2023-2024.

PROCEDURAL MOTION

RESOLUTION 03.05/23

Moved: Cr Leanne Doran
Seconded: Cr Tara Toomey

The Mayor called for a dinner break at 6:32pm.

For:	**Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen and Tara Toomey**
Against:	**Nil**
Absent:	**Crs Tom O'Connor and Lone Petrov**

CARRIED 7/0

The Chair resumed the meeting at 7:10pm

UNCONFIRMED

MINUTES

Cr Doran and Mayor Bell left the chamber at 7:39pm due to conflict of interest regarding discussions around Thunderbolt festival grants. Cr Doran and Mayor Bell are members of Rotary who are the organising entity.

Deputy Mayor, Cr Crouch assumed the Chair.

Cr Doran and Mayor Bell returned to the chamber at 7:44pm.

Mayor Bell resumed the Chair at 7:44pm.

PROCEDURAL MOTION

RESOLUTION 04.05/23

Moved: Cr Leanne Doran
Seconded: Cr Sarah Burrows

That Council extend the meeting a further 30 minutes to conclude at 9:30pm.

For: **Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen and Tara Toomey**

Against: **Nil**

Absent: **Crs Tom O'Connor and Lone Petrov**

CARRIED 7/0

MOTION

RESOLUTION 05.05/23

Moved: Cr Bruce McMullen
Seconded: Cr Tim Bower

That the Draft Operational Plan 2023-2024 including the draft actions, draft budget, draft statement of revenue policy and draft fees and charges be amended as follows:

- **Add to uncontaminated garden waste vouchers for residents page uncontaminated garden and wood waste sedan, wagon: "or small trailer".**
- **Add to fees and charges waste management facility additional notes re: free vouchers for USC rate payers only, four (4) free per year and add a note that if there is a storm event Council will determine additional free charge waste disposal for a period of time.**
- **Amendments to the Asset Management, Development & Planning, Environmental Management, Waste Management and Water Cycle action plans as detailed in the Table of Amendments.**
- **Amend the cash flow forecast and commentary using the figures as tabled as at 16 May 2023.**
- **Amend legislative references and minor typographical errors as identified.**
- **Amend measures of success for actions required by legislation.**
- **Amend FTE cost sharing notes.**
- **Delete action 3.1.10.1**
- **Amend 4.2.2.2 performance measure to: draft budget 2024 – 2025 presented to Council by March 2024.**

MINUTES

- **Update community consultation avenues to specifically refer to Invergowrie general store, Bundarra general store and Kentucky general store.**
- **3.1.5.4 check the success measure date**
- **Page 17 update paragraph regarding the delivery program.**

and further consider the updated draft at an extraordinary meeting on 30 May 2023.

For:	**Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen and Tara Toomey**
Against:	**Nil**
Absent:	**Crs Tom O'Connor and Lone Petrov**

CARRIED 7/0

10 COMMUNICATION OF COUNCIL DECISIONS

11 CONCLUSION OF MEETING

The meeting was closed at 9:30.

UNCONFIRMED

8 URGENT, SUPPLEMENTARY, AND LATE ITEMS OF BUSINESS (INCLUDING PETITIONS)

9 WRITTEN REPORTS FROM DELEGATES

Nil

10 PUBLIC FORUM

Nil

11 MAYORAL MINUTE

11.1 Mayoral Minute - Damaging Increase in Emergency Services Levy Costs

Reference: UINT/23/5730

SUMMARY:

The Emergency Services Levy (ESL) is a cost imposed on councils and insurance policy holders to fund the emergency services budget in NSW.

RECOMMENDATION

That Council writes to:

1. **Treasurer, the Minister for Emergency Services, the Minister for Local Government and local State Member(s):**

    a. **Expressing Council's strong opposition to the NSW Government's last minute decision to impose an enormous Emergency Services Levy (ESL) cost increase on councils for 2023/24 by scrapping the ESL subsidy for councils and at a time after Council has publicly advertised its Operational Plan and annual budget to the community;**

    b. **Noting that as a consequence of the unannounced 73% increase in the State Emergency Service budget and an 18% increase in the Fire and Rescue NSW budget, Council's 3.7% rate increase to provide essential community services and infrastructure has been significantly eroded.**

    c. **Advising that the Government's decision may/will lead to a reduction in important local services and/or the cancellation of necessary infrastructure projects;**

    d. **Calling on the NSW Government to take immediate action to:**
        i. **restore the ESL subsidy in 2023/24**
        ii. **urgently introduce legislation to decouple the ESL from the rate peg to enable councils to recover the full cost**
        iii. **develop a fairer, more transparent and financially sustainable method of funding critically important emergency services in consultation with local government.**

2. **Chair of the Independent Pricing and Regulatory Tribunal (IPART) advising that Council's forced emergency services contribution is manifestly disproportionate to the 2023/24 rate cap, which has resulted in additional financial stress.**

3. **President of LGNSW seeking the Association's ongoing advocacy to bring about a relief in the burden of Councils' emergency services contribution.**

REPORT

I am calling on Councillors to support representations to the NSW Government in response to the highly damaging increase in the Emergency Services Levy (ESL) imposed on all councils without warning for the 2023/24 financial year.

The ESL is a cost imposed on councils and insurance policy holders to fund the emergency services budget in NSW. The majority is paid as part of insurance premiums, with a further 11.7 per cent funded by councils and 14.6% by the NSW Government. The ESL represents cost shifting at its worse, as it is imposed on councils without any mechanism for councils to recover costs.

The levy increase for the State's 128 councils in 2023/24 amounts to almost $77 million, with the total cost imposed on the local government sector increasing from $143 million in the current financial year to $219 million next year. This represents a 53.1% increase, completely dwarfing the IPART rate peg of 3.7% for 2023/24.

Reporting suggests that the increase in costs this year reflects a 73% increase in the State Emergency Service budget and an 18.5% funding increase to Fire and Rescue NSW. The impact of these large increases on councils' finances will be particularly severe in 2023/24 as a result of the NSW Government deciding to scrap the subsidy for council ESL payments.

For many councils, the unexpected cost hit will absorb almost all of their IPART-approved rate rise for this year and in some cases absorb more than 100%. This is placing local government budgets under enormous pressure as they struggle from the combined impact of the pandemic, extreme weather events, high inflation and wage increases.

IPART-approved rate rises are intended to compensate for the impacts of inflation and increases in council costs. Instead, the rate increase will have to be largely diverted to the significantly higher ESL payments this year. NSW councils will have no option other than to make cuts to infrastructure and services expenditure.

For Council, the ESL has yet to be advised for 2023/24, which in itself creates a budgeting challenge; however it is estimated to be in the order of $60-100k. It will amount to a large percentage of the expected increase in rate income for 2023/24. If the NSW Government's decision is not reversed, Council will be forced to cut other services, infrastructure maintenance and delivery to offset this unfunded increase.

The timing of this development is particularly challenging for councils as it comes so late in the local government budgeting cycle, well after IPART's rate determination for the coming financial year.

All councils strongly support a well-funded emergency services sector and the critical contribution of emergency services workers and volunteers (many of whom are councillors and council staff). However, it is essential that these services be supported through an equitable, transparent and sustainable funding model.

Local Government NSW has raised the serious concerns of the local government sector with the NSW Government and is seeking the support of councils across NSW in amplifying this advocacy.

This Mayoral Minute recommends that Council call on the NSW Government to take immediate action to:

a. restore the ESL subsidy,
b. decouple the ESL from the rate peg to enable councils to recover the full cost
c. develop a fairer, more transparent and financially sustainable method of funding critically important emergency services.

The Mayoral Minute also recommends that Council write to IPART advising of the financial sustainability impacts on of the ESL.

12 NOTICE OF MOTION/QUESTIONS WITH NOTICE

Nil

13 REPORT OF COMMITTEES

Nil

14 REPORTS TO COUNCIL

14.1 Draft Tree Management Policy for Council-managed Land 2023

Department:	**Infrastructure and Development**	
Prepared By:	**Manager Environment & Waste**	
Authorised By:	**Executive Director Infrastrucure & Development**	
Reference:	UINT/23/5739	
Attachments:	1.	Tree Management Policy for Council-managed Land 2023
LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK		
Goal:	3.	We are good custodians of our environment
Strategy:	3.1.	To preserve, protect and renew our beautiful natural environment
	3.2.	Maintain a healthy balance between development and the environment

SUMMARY

Council resolved at its meeting of 28 February 2023 to place the draft Tree Management Policy for Council-managed Land on public exhibition for community comment.

This report recommends that Council adopt the draft Tree Management Policy for Council-managed Land following the completion of the public exhibition on 4 April 2023, with no submissions received.

RECOMMENDATION

That Council adopts the Tree Management Policy for Council-managed Land.

REPORT

The Tree Management Policy for Council-managed Land 2023 provides the framework within which the appropriate future planting, protection, management and maintenance of trees will take place.

Once adopted as a working document, the policy will apply to all trees on Council's operational land, nature strips, land managed through the Public Reserve and Crown Reserve system for which an individual management plan does not apply, Council-managed parks and gardens, sporting grounds, car parks, memorial parks, and cemeteries.

The policy does not extend to trees and vegetation on private land.

CONCLUSION

The draft Tree Management Policy for Council-managed Land is recommended for adoption.

COUNCIL IMPLICATIONS

Community Engagement/Communication
The policy was placed on public exhibition for 28 days, deadline was on 4 April 2023. No public submissions received.

Policy and Regulation
Environmental Planning and Assessment Act 1979
Environmental Planning and Assessment Regulation 2000
Biodiversity Conservation Act 2016 (BC Act)
Biosecurity Act 2015
Threatened Species Conservation Act 1995
State Environmental Planning Policy (Koala Habitat Protection) 2021
Noxious Weeds Act 1993
AS 4373-2007 Pruning of Amenity Trees

Financial/Long Term Financial Plan
Nil

Asset Management/Asset Management Strategy
Council tree assets planted or self-sown within a road reserve, open space area or roadside within the LGA.

Workforce/Workforce Management Strategy
Nil

Legal and Risk Management
Nil

Performance Measures
Effective management of trees within lands managed by Uralla Shire Council.
Reviewing the policy within a period of 4 years.

Project Management
Department of Infrastructure and Development.

Tree Management Policy for Council-managed Land 2023

Version 0.8

Document Control

Document History		Tree Management Policy for Council-managed Land 2023
Document ID: UINT/21/13767		
Version	**Date Amended**	**Details/Comments**
0.1	15 February 2022	First draft by EMC
0.2	22 March 2022	Review of Draft by MDP
0.3	24 March 2022	Amended following review by MDP
0.4	25March2022	2nd review by MDP
0.5	11 April 2022	Review by DID
0.6	20 April 2022	Reviewed by GM and recommended for out of session review
0.7	7 February 2023	Councillor workshop
0.8	28 February 2023	Draft for public exhibition – Resolution number: 17.02/23
1.0	TBC	Adopted

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1. Introduction

Uralla Shire is fortunate to be home to a diverse array of flora and fauna. These ecological assets are an intrinsic part of our regional environment, attracting visitors and new residents to the Shire.

Council is committed to the protection and enhancement of trees in the Shire area.

The Council views trees as an intergenerational resource that is essential to the health and well-being of our community. They have a historical element within our streetscapes and are intrinsically linked to the character of our urban environment.

Trees, especially indigenous species, can also provide biodiversity value to an area and support a range of local fauna species. They also play a vital ecological role by providing habitat, moderating temperature extremes, storing carbon and improving air quality. Scientific research supports the view that the establishment of trees and vegetation is a cost-effective means to deliver environmental services.

The management of Uralla Shire's trees and forests has an explicit role in Council operations, involving consideration of urban infrastructure, aesthetic qualities and historic neighbourhood characteristics. The management of urban vegetation often involves consultation between staff and the community for the delivery of services.

This policy establishes the principles by which Council will manage the trees across the Shire. It seeks to maintain and improve trees and vegetation for social, recreational, environmental, ecological, scientific and economic benefits, while balancing these values with Council's duty of care obligations for the prevention of property damage or injury to persons.

The policy provides a framework for vegetation management including, but not limited to, maintaining, planting replacing and where necessary removing trees and other vegetation.

2. Purpose

- This policy is intended to provide guidance and direction for planting, protection, management and maintenance of trees located on streets, roads, reserves and public open spaces managed by Uralla Shire Council.
- The policy will provide a basis for informed decision making, documentation and standardised processes to ensure consistency in the management of the trees on Council managed land.

3. Scope

The Policy applies to all trees on Council's operational land, nature strips, land managed through the Public Reserve and Crown Reserve system for which an individual management plan does not apply, Council-managed parks and gardens, sporting grounds, car parks, memorial parks, and cemeteries.

The policy does not extend to trees and vegetation on private land.

4. Policy Objectives

a) To preserve the historical and ecological values of the trees in land areas managed by Council to the benefit of the health and wellbeing of the Uralla Shire community.

b) Maintain best-practice tree management and maintenance standards.

c) Maintain the amenity and attractiveness of the streetscapes in our towns and villages.

d) Increase public awareness regarding the best practice of tree management and encourage the public to cooperate with Council in its care and maintenance.

e) Ensure that vegetation on public land is maintained to minimise the chances of damage or injury to persons and/or property.

f) Enhance Uralla Shire Council's reputation within the community as a steward and manager of trees.

5. Link to Community Strategic Plan

This policy has the following link to the Council's Community Strategic Plan 2022-2031:

- Strategy 3.1 - To preserve, protect and renew our beautiful natural environment
- Strategy 3.2 - Maintain a healthy balance between development and the environment

6. Tree Management

The management and maintenance standards of Council's tree assets shall be guided by the following principles:

6.1 Tree Planting

- Council will proactively undertake tree planting on road reserves, streets, open spaces and other Council-managed lands by seeking to:
  - Maintain and enhance the local biodiversity.
  - Enhance the appearance of the built environment.
  - Provide planting which requires minimum maintenance.
  - Ensure planting is selected which considers Council's long term maintenance obligations.
  - Ensure planting near property does not increase the bushfire threat.
- Where practical, Council shall replace trees after they have died or been removed.
- Tree planting shall be scheduled to allow for optimum seasonal conditions that are conducive to the long-term survival of trees.
- Residents shall be required to first seek and obtain permission from Council before planting trees and shrubs within Council-managed open space environments and roadsides.
- Individual tree requests by residents must be fully assessed for suitability before approval by the Council.
- Unauthorised plantings on Council owned or managed land may be removed due to safety, amenity, maintenance or infrastructure impacts concerns.

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6.2 Tree Protection

- Uralla Shire Council will give priority to the protection of trees in all aspects of the Council's development, construction, temporary works and all other activities that may affect tree health.
- Protection of Council managed trees is to be considered during civil works or maintenance activities that can affect trees.
- Retaining of trees will be a key consideration in applications for new developments or in implementation of new projects.
- Costs associated with private works that impact on trees will be borne by the person/s undertaking the works.
- Council shall endeavour to protect and control all visible/known weeds, pests and diseases that pose a threat to the tree health.
- Inspections of council-owned and managed tree sites shall be undertaken routinely, with frequency based on the risk level of each site.
- Customer requests that identify any trees posing an immediate risk to public safety will be actioned as soon as reasonably possible.

6.3 Tree Pruning

Once a street tree is established, pruning is the major ongoing maintenance required to manage risk to the public and maintain tree health:

- Council shall be responsible for pruning all trees as required that are located on Council managed land.
- Council will undertake street and park tree pruning to improve tree health, structure and to provide nominal clearances for pathways, roads, buildings and other essential infrastructure.
- Residents are not permitted to prune or remove Council trees. The Council will investigate unauthorised tree pruning and pursue enforcement action where appropriate in accordance with the Enforcement Procedure.

6.4 Tree removal and replacement

- Council will approve the removal of dead, dying or potentially dangerous trees to ensure public safety, to protect property and infrastructure, or to facilitate approved development and infrastructure improvements.
- Council may be obliged to remove unauthorised plantings, without compensation to the person/s who planted them without permission.
- Residents may submit a request for a tree to be considered for removal due to safety or other concerns. A written request must be submitted to Council for a tree within Council-owned land or outside the resident's property to be considered for removal.
- It is an offence for a person to cut, saw, poison or remove any tree or shrub on any land under the care, control and management of the Council.

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7. Related Policy Material

Uralla Shire Open Space Strategy 2018: The strategy provides an extensive analysis of the Shire's green networks, pedestrian accessibility and shade amenity provisions to determine where opportunities lie to support and bolster the overall network.

Uralla Shire Roadside Vegetation Management Policy 2013: The Policy provide the framework for Council management of vegetation on rural road corridors.

National Parks and Wildlife Act 1974 - protected fauna and plants.

New South Wales Heritage Act 1977 - sites under conservation and orders, relics.

Threatened Species Conservation Act 1995 – endangered ecological communities, critical habitat, endangered and vulnerable species, key threatening processes, recovery plans.

Rural Fires Act 1997 - authorised removal of fire hazards.

Noxious Weeds Act 1993 - clearing of noxious weeds.

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8. Definitions

Council Tree Asset Any tree planted or self-sown within a road reserve, open space area or roadside within the Uralla Shire local government area. Referred to as tree or trees in this Policy.

Amenity That which gives pleasure by being aesthetically attractive, affording comfort, sustaining life and health or creating a sense of well-being.

Biodiversity The variety of all life forms: plants, animals, microorganisms, their genes; and the terrestrial, marine and freshwater ecosystems of which they are apart.

Dead A tree that is no longer capable of performing any of the following processes:

a) Photosynthesis via its foliage crown (as indicated by the presence of moist, green or other coloured leaves);
b) Osmosis (the ability of the roots system to take up water);
c) Turgidity (the ability of the plant to hold moisture in its cells);
d) Epicormic shoots (the production of new shoots as a response to stress, generated from buds under the bark or from a lignotuber – at ground or underground stem).

Dying A tree that is exhibiting any of the following symptoms:

a) Permanent leaf loss in both deciduous and evergreen plants;
b) Permanent wilting (the loss of turgidity which is marked by drying out of stems, leaves and roots);
c) Shedding of the epidermis (bark dries out and peels off to the beginning of the sapwood).

Habitat Trees and other vegetation that have the potential of hosting or supplying food for nesting birds, arboreal marsupials and/or bats. Trees are also capable of supplying habitat in order to support the growth of locally indigenous or endemic epiphytic plants. 'Habitat' trees include dead trees.

Native species Species which occur naturally within the Uralla Shire landscape.

Nature strip A piece of publically owned land between the boundary of private property and the road/street.

Urban forest The collection of trees, shrubs, groundcovers and wetlands on public, private and institutional land within a defined urban area.

DRAFT

14.2 Draft Roadside Vegetation Management Plan

Department:	**Infrastructure and Development**	
Prepared By:	**Manager Environment & Waste**	
Authorised By:	**Executive Director Infrastrucure & Development**	
Reference:	UINT/23/5762	
Attachments:	1.	Draft Roadside Vegetation Management Plan (RVMP) - Version 3
LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK		
Goal:	3.	We are good custodians of our environment
Strategy:	3.1.	To preserve, protect and renew our beautiful natural environment
	3.2.	Maintain a healthy balance between development and the environment

SUMMARY

The Roadside Vegetation Management Plan is intended to provide Council with a range of strategies to enhance and ensure the protection of native vegetation at nineteen specific High Conservation Value road reserves within the Uralla Council Shire area.

Council resolved at its meeting of 28 February 2023 to place the draft Roadside Vegetation Management Plan on public exhibition for community comment.

This report requests that Council adopt the draft Roadside Vegetation Management Plan following the completion of the public exhibition on 4 April 2023, with no submissions received.

RECOMMENDATION

That Council adopts the Roadside Vegetation Management Plan.

REPORT

The Roadside Vegetation Management Plan (RVMP) is intended to provide Council with a range of strategies to enhance and ensure the protection of native vegetation at nineteen specific High Conservation Value (HCV) road reserves within the Uralla Council Shire area.

The RVMP defines roadside vegetation as vegetation growing on a road reserve and includes vegetation on a roadside (the area adjacent to a formed road), as well as vegetation growing on an unmade or undeveloped road reserve. Existing vegetation in these areas commonly ranges from native vegetation with conservation value to vegetation dominated by introduced species.

Council is responsible for the protection of roadside native vegetation of high conservation significance and includes species or vegetation communities listed as threatened at a national, state, or regional level.

The Draft Roadside Vegetation Management Plan presents site-specific strategies for 19 High Conservation Value road sections within Uralla LGA in order of their differing needs for active management in terms of high, medium and low priorities.

CONCLUSION

The draft Roadside Vegetation Management Plan is recommended for adoption for the implementation of site-specific strategies that will promote good management outcomes for roadside vegetation of high conservation significance within the Shire.

COUNCIL IMPLICATIONS

Community Engagement/Communication
The draft Roadside Vegetation Management Plan was placed on public exhibition for 28 days, with submissions closing on 4 April 2023. No submissions were received.

Policy and Regulation
Biodiversity Conservation Act 2016 (BC Act)
State Environmental Planning Policy (Transport and Infrastructure) 2021
Local Government Act 1993
Environmental Protection and Biodiversity Conservation Act 1999 (EPBC Act)

Financial/Long Term Financial Plan
The implementation of the proposed strategies in the plan will be achievable within the budgets allocated for weed management, road construction and maintenance work.

Asset Management/Asset Management Strategy
Not applicable

Workforce/Workforce Management Strategy
Council staff

Legal and Risk Management
Effective vegetation management of vegetation sites with high conservation values is required in order to comply with the Biodiversity Conservation Act 2016. The Roadside Vegetation Management Plan assists in the protection of roadsides with high, medium and low priority conservation values.

Performance Measures
Implementation of site-specific management strategies proposed in the Roadside Vegetation Management Plan for the various road sections with high conservation values.

Project Management
Executive Director Infrastructure and Development, Manager Civil Infrastructure and Manager Environment & Waste.

URALLA SHIRE COUNCIL

DRAFT

Roadside Vegetation Management Plan

2023 (Version 3)

Document Control	Roadside Vegetation Management Plan				
Document ID : UINT/22/7105					
Rev No	**Date**	**Revision Details**	**Author**	**Reviewer**	**Approver**
1	26 October 2022	Version 1			
2	7 February 2023	Councillor comments from Workshop incorporated.	MEW	IEDI	GM
3	28 February 2023	Public Exhibition			Council

DRAFT

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DRAFT

1 Introduction

Uralla Shire crosses a geographic transition from the New England Tablelands landscape in the east to the edge of the Western Slopes and Plains. This complex and beautiful landscape (known as the New England Tableland Bioregion) covers physical, social and administrative boundaries that characterise specific environmental assets and issues. The region is botanically significant due to its high plant species diversity and high level of endemism.

Plant communities are diverse within Uralla Shire. Where well-timbered woodland country still remains (on Crown lands and some freehold country) in the Bundarra Downs area, the central parts are dominated by White Box (sometimes also Grey Box), with Mugga Ironbark on stony rises, and Yellow Box and Blakely's Red Gum on lower slopes.

The western fringe and eastern areas of the Bundarra Downs are dominated by New England Stringybark, with Youman's Stringybark, Tumbledown Red Gum, White Box, Orange Gum, Black Cypress Pine and Kurrajong on the steeper slopes, and with Yellow Box and Blakely's Red Gum on lower slopes and deeper soils.

The timbered country parts of Uralla Shire on the Armidale Plateau bioregion are dominated by Yellow Box and Blakely's Red Gum, Rough-barked Apple and Apple Box. Hills are dominated by New England Stringybark and lower areas by New England Peppermint, Ribbon Gum, Mountain White Gum or occasional Black Sallee or Snow Gum.

Timbered areas of the Yarrowyck-Kentucky Downs bioregion in Uralla Shire are dominated by Blakely's Red Gum, Rough-barked Apple and Yellow Box. The hilly areas are dominated by with New England Stringybark, or Tumbledown Red Gum, Black Cypress Pine, Orange Gum and Youman's Stringybark on rocky sites, and/or White Box on warmer aspects. The understorey in these woodlands tends to be shrubby on poorer and/or rocky soils, and grassy on better soils.

Over the last 15 years, invasive Coolatai Grass and African Lovegrass (as well as declared noxious weeds such as Chilean Needlegrass and Serrated Tussock), tolerant of low soil moisture and low fertility, have been introduced to roadside areas by virtue of earthmoving machinery carrying the seed of these species, the movement of stock, invasion from adjacent land and deliberate introduction. Coolatai Grass and African Lovegrass were introduced to specific sites north of Inverell and Glen Innes, to treat lands degraded by soil erosion.

Crown lands beyond the immediate road reserve are now under threat across the whole of New England from invasion by Coolatai Grass and African Lovegrass. Such invasion reduces the productivity of pastoral lands and threatens the biodiversity and ecological functioning (and hence economic value) of native areas on which the long-term health of the New England Tablelands' landscape depends.

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2 About this Management Plan

2.1 What is a Roadside Vegetation Management Plan?

A Roadside Vegetation Management Plan (RVMP) is a reference document encompassing a range of actions that occur on roadsides. The plan is prepared and owned by a local council for the purpose of promoting good management of roadside vegetation.

Implementation of the plans objectives and guidelines, combined with local council commitment and support can result in good management outcomes for roadside vegetation and usually with little impact on council and other users' activities on roadsides.

2.2 Objectives of RVMP

This Roadside Vegetation Management Plan (RVMP) has been developed to assist Uralla Shire Council to meet legal requirements for the provision and maintenance of a safe road network and for the protection of native roadside vegetation.

The specific goals of the RVMP are to:

- Improve the management of roadside vegetation in the USC LGA.
- Better integrate roadside environmental management with existing Council planning mechanisms including the Community Strategic Plan and Delivery Plan.
- Protect and enhance the environmental values of roadside vegetation under Council care and control.
- Identify priority management actions to enhance the environmental values of the roadside reserves.
- Provide strategies to improve community awareness of roadside environmental values and compliance with relevant legislation and Council policies.

2.3 What is Roadside Vegetation?

A 'road' includes the carriageway and the road reserve, including the roadside vegetation. The term 'reserve' refers to keeping aside the land for use at a future date.

For the purposes of this plan:

- **Roadside** - is defined as the strip of land between the road formation and the boundary of the road reserve [Where the road formation is the surface of the finished earthworks, excluding cut or fill batters].
- **Roadside vegetation** - Is any vegetation growing on a road reserve, and includes vegetation on a roadside (the area adjacent to a formed road), as well as vegetation growing on an unmade or undeveloped road reserve. This ranges from native vegetation with conservation value to vegetation dominated by introduced species.

A road is taken as the meaning given in the Roads Act 1993. This management plan refers to roadside vegetation on Council dedicated roads only. The Roadside Vegetation Management Plan does not apply to road side vegetation on roads under the care and management of the Transport for NSW and on private roads.

The plan also applies to that vegetation identified as having High Conservation Value.

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Figure 1: Road reserve showing road formation and roadside

2.4 Why is roadside vegetation important?

Roadside vegetation is important for a variety of reasons. From a conservation perspective, it often has significant value as much of the native vegetation within the State has been removed or highly disturbed. In some areas roadsides support virtually the only remaining example of the original vegetation. Roadside vegetation also provides functional and social benefits.

The road side vegetation in the Uralla Shire is no exception. Native roadside vegetation has been severely depleted through clearing, and continues to degrade through disturbance. Despite this, some areas are in very good condition and need to be kept free of as much disturbance as possible, while others require active management.

The benefits of preserving native vegetation on roadsides can be summarised as follows:

2.4.1 Functional benefits

- Native vegetation on roadsides helps to lower local water tables that may affect the road formation and pavement.
- Intact native vegetation also acts as an effective, low cost form of weed control by preventing the establishment of weeds in the roadside. Roadsides heavily infested with weeds can be a threat to adjacent properties and may increase wildfire risk.
- Native vegetation on roadsides can provide valuable shelter for livestock and crops in adjacent land.
- Native vegetation can also help to define curves, creating a safer driving environment.
- Retention of native vegetation reduces the velocity of water runoff, thus reducing scour and erosion of batters and embankments.

- Shade from native vegetation keeps the road cool for road users, particularly pedestrians and cyclists, and provides shade at rest stops for travelers.
- Predatory insects ('farmer's helpers') are also commonly found on native vegetation.

2.4.2 Conservation benefits

- Substantial areas of native vegetation can still be found along roadsides even in highly modified areas of the state. In some areas, native vegetation in road reserves is virtually the only remnant of the original vegetation.
- For the most part, roadsides are areas that have never been grazed or cultivated, and therefore may contain plant species , often threatened , that aren't found in the surrounding scrub areas.
- Along with other remnant vegetation and scattered paddock trees, roadside vegetation can facilitate movements of wildlife, particularly birds, through the landscape and in turn assisting pollination of plants that may otherwise become isolated.
- Roadside trees can be very old and contain resources (e.g. hollows) less common in younger surrounding vegetation.
- Roadside vegetation can also provide an important seed source for revegetation projects.

2.4.3 Social benefits

- In areas that have been extensively cleared, remnant vegetation on roadsides provides important aesthetic visual interest to the general landscape.
- Scenic quality is important to motorists: roadside vegetation can contribute to driver alertness by offering relief from boredom.
- Remnant vegetation in road reserves often contains attractive wildflower species contributing to the natural character and tourist appeal of a district.
- In cleared areas, road reserves often represent an historical reminder of the variety of vegetation types that occurred across the landscape prior to settlement.
- Roadside vegetation can be used as an educational tool to highlight to the general public the varieties of habitats that used to be endemic to the area.

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3 Council's responsibility for managing Roadside Vegetation

3.1 Roads managed by Uralla Shire Council

Uralla Shire Council is responsible for the maintenance of 923km road network (779km are local roads and 144km are regional roads). Of Council's road network, 456km consist of sealed roads and streets, whereas 467km consist of unsealed roads. Council is continually reforming, grading and resealing many of its local roads to improve drainage, road safety and traffic movement. All local roads are maintained by Council using funds made available by the Commonwealth and NSW State Governments as well as locally raised revenue.

3.2 Current state of roadsides in Uralla Shire

Most road reserves in Uralla Shire, especially those west of Uralla, support invasive exotic perennial grasses, predominantly Coolatai Grass and African Lovegrass but also Serrated Tussock and pasture species including Phalaris, Fescue and Paspalum. Many of the roadsides carry dense stands of these grasses, with or without canopy covers of native trees and shrubs. Some roadsides support only small populations of these grassy weeds and there are pockets of woodland where the tree, shrub and groundcover components are still dominated by native species. As a result of fragmentation and isolation from extensive historical land clearing activities, these pockets of 'remnant vegetation' are under immediate threat.

The following Key Threatening Processes have been reported to occur on High Conservation Value roadside sites in Uralla Shire

- land clearance/clearing of native vegetation,
- loss of hollow-bearing trees,
- removal of dead wood and dead trees,
- invasion of native plant communities by exotic perennial grasses,
- loss and degradation of native habitat due to invasion of escaped garden plants,
- predation by the European Red Fox,
- predation by cats,
- competition and land degradation by rabbits,
- competition and grazing by feral goats, and
- aggressive exclusion of birds from woodland and forest habitat by abundant Noisy Miner birds (*Manorina menlocephala).*

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4 Legislative context

Uralla Shire Council is required to adhere to a wide range of legislation applicable to the management of roadside vegetation. The following list is not exhaustive and further legislation may apply depending upon the activity undertaken.

Table 1. Key Legislative Guidelines for Roadside Vegetation Management

Legislation	Relevance to road side vegetation management
State Environmental Planning Policy (Transport and Infrastructure) 2021	The *State Environmental Planning Policy (Transport and Infrastructure) 2021* aims to facilitate the effective delivery of infrastructure across NSW by identifying the environmental assessment category into which different types of infrastructure and services development fall (including identifying certain development of minimal environmental impact as exempt development.
Biodiversity Conservation Act 2016 (BC Act)	The BC Act lists threatened species, populations and ecological communities as well as critical habitat and key threatening processes that must be considered when assessing the effects of an activity. The BC Act outlines the factors to be considered when making an assessment. If a significant impact is deemed likely following this assessment, a Species Impact Statement or a Biodiversity Development Assessment Report may be required.
Local Government Act 1993	Requires Council to facilitate sustainable development and the protection of the environment, and to ensure a proper balance within its community between economic, social, environmental and cultural considerations. It also gives Council the power to regulate activities on roadsides including the planting, removal of, or interference with roadside vegetation.
Environmental Protection and Biodiversity Conservation Act 1999 (EPBC Act)	Promotes the conservation of biodiversity by providing strong protection for nationally listed species of threatened indigenous plants and animals and important habitats. Any action that will have a significant effect on these species or habitats requires assessment and Commonwealth approval.
Local Lands Services Act 2013	Regulates clearing of native vegetation in rural areas
Bush Fires Act 1949 (Amended)	Covers the responsibility for fuel management and fire suppression on all tenures of land in bush fire district. The Bush fire Act defines the roles and responsibilities of the NSW Bush Fire Co-ordinating Committee and Local Bush Fire Management Committees (BFMCs). BFMCs are responsible for the management of bush fire risk.
Clean Waters Act 1970	A license is needed to pollute waters, drains, stormwater channels etc. under the Clean Waters Act 1970. Pollution is defined as solid, liquid or gaseous substances likely to make water unclean through sedimentation or contamination and being harmful to aquatic life, animals, birds or fish.
Crowns Land Act 1989	Sets out requirements for the development and conservation of Crown Land. Roadside activities involving Crown Land must be consistent with the provisions of the Act.
Environmental Planning and Assessment Act 1979	Provides the framework for the assessment of proposed roadside works. Assessment is required under part 5 of the Act for works located within the road reserve. With works located outside the road reserve require assessment under Part 4 of the Act.
Fisheries Management Act 1994	A permit is required if road works involve any dredging or reclamation within a waterway
Forestry Act 1916	Allows for the declaration of Crown land as State forest, as a flora reserve or reserved temporarily as a timber reserve. The Act provides for control of clearing trees from Crown land; a clearing license must be obtained to remove trees on all roadsides, stock routes and reserves.
Heritage Act 1977	Buildings, relics or paces subject to either an interim or permanent conservation order are protected under the heritage Act 1977. Approval

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Legislation	Relevance to road side vegetation management
	is gained through the heritage Council. No roads within Uralla Shire are covered by a Conservation order.
Roads Act 1993	The Roads Act gives 'road authorities' the responsibility for planning, construction and maintenance of road corridors. The Roads Act supersedes the road provisions of the Local Government Act 1919, the State Roads Act 1986, The Crown and Other Roads Act 1990, the Public Gates Act 1901 and Width of Streets and Lanes Act 1902. Section 88 of the Roads At 1993 authorises a roads authority to remove or lop vegetation on a public road when necessary.
Rural Fires Act 1997	Provides a framework for bushfire hazard reduction activities to be carried out. Such activities required within roadside areas must be carried out in a manner consistent with the provisions of the Act.

In addition, the Uralla Shire Community Strategic Plan and Council's Operating Policies have relevancy to the management of road side vegetation in the Shire as outlined in the Integrated Planning and Reporting process:

2022 – 2031 Uralla Shire Council Strategic Plan:	2022 – 2026 Delivery Program	2022-23 Operational Plan
3.1 To preserve, protect and renew our beautiful natural environment	3.1.1 Review and monitor vegetation and environmental protection measures for sensitive Council managed land	3.1.1.1 Develop and implement vegetation management schedule for Council managed land
	3.1.5 Manage Crown Lands under Council care and control	3.1.5.2 Implement and maintain Crown Land Plans of Management

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5 Management Issues

The following sections outline the management issues relevant to Uralla Shire Council that may impact on native vegetation on roadsides and provides guidelines to reduce likely impacts, as well as any consultation or assessment procedures that are required.

5.1 New roadworks

Objectives

a) To ensure road construction activities meet road safety standards whilst ensuring minimum disturbance to roadside native vegetation.

b) Where significant vegetation is present Uralla Shire Council will consider modifying the road construction to reduce or avoid critical impact.

c) To ensure procedures guided by legislation are set and adhered to appropriately.

Background

Uralla Shire Council will undertake new roadworks as part of their road maintenance program. Works that involve clearance of mature or relatively undisturbed native vegetation are sometimes necessary. Such new roadworks include:

- Construction of new roads along previously undeveloped road reserves,
- Widening or realignment of existing roads,
- Construction of new drains, borrow-pits, and stockpile sites, and
- Any other new works incidental to road construction or roadworks.

These activities may potentially have a significant environmental impact and it is important that the vegetation be assessed prior to the works. If significant vegetation is present it may be possible to modify the roadworks to reduce or avoid critical impact.

Particular attention needs to be given to shrub and groundcover plants, as these types of plants include many of the State's threatened species.

Guidelines for Road Design

Uralla Shire Council will consider the following design principles when planning new roadworks:

- Avoid vegetation communities of high conservation significance.
- One wide roadside is preferable to two narrow roadsides.
- If widening is necessary where native vegetation is present on both sides, widening on the narrow roadside is preferred.
- The value of roadside vegetation is greater where there is native vegetation adjacent (outside the road reserve).
- Drainage systems and batters will be designed to minimise sedimentation of water courses, minimise discharge into disease-susceptible plant communities, and control erosion.

Guidelines for Road Construction

Uralla Shire Council will minimise the impact of construction on vegetation by abiding by the following guidelines:

- Clearly identify and mark with stakes or tape any significant or protected vegetation, habitat areas and sensitive areas prior to the commencement of works.

- Always stay within the construction zone.
- Keep machinery and stockpiles on previously cleared land.
- Limit soil disturbances on roadsides.
- Only remove vegetation approved in the review of environmental factors after considering the requirements of the the Biodiversity Conservation Act 2016.
- Identify the exact location of proposed stockpiles, plant compounds, access roads and turning areas to avoid any incidental vegetation damage.
- Borrow pits must be located where native vegetation will not be disturbed.
- Materials for construction works to be taken from disease and weed free sites.
- Equipment should be cleaned on site before moving on to other sites: this particularly applies where machinery is operating in weed-infested areas.
- Only use the appropriate type and minimum size of machinery for the job.
- Chip light material from tree removal and use as mulch to spread local seed; dispose of other waste materials at an appropriate site or leave as habitat for wildlife (hollow logs, and other woody material may be left on site if they are spread widely and not left in a pile).
- Strip and stock-pile topsoil from areas of good vegetation, and re-use as soon as possible.
- Avoid "cleaning-up" vegetation after construction: retain stumps, and dead wood.

5.2 Roadside vegetation maintenance

Objectives

a) To ensure a safe and efficient road system whilst ensuring minimum disturbance to roadside native vegetation.
b) To ensure best management practices for vegetation maintenance works on roadsides are understood and adhered to.

Background

Roadside maintenance refers to the clearance of regrowth vegetation (native and introduced) in order to maintain a road corridor or other established cleared or disturbed areas on road reserves.

Adequate vertical and lateral clearance of roadside vegetation is needed for the safe movement of legal height vehicles across the full width of the traffic lanes and additional clearance is usually needed at intersections, crests, the inside of curves and around roadside furniture such as signs and delineation devices. The degree of clearance needed will vary according to the standard of the road, the type and amount of traffic as well as the characteristics of the vegetation.

Along most rural roads, clearance to the necessary safety standards has already taken place, however regrowth may be encroaching back into the clearance space. This is often referred to as the clearance envelope (across the full width of the carriageway), or secondary clearance envelope (adjacent to the carriageway). Regrowth may also be occurring on cleared or disturbed sites such as borrow-pit sites and designated spoil heap sites.

Under road maintenance practice guidelines, this regrowth may be removed without clearance approval, provided that low-impact methods are used [1] (e.g. slashing, rolling, chainsaws) and the regrowth vegetation is less than 5 years old.

Code of Practice

The following Code of Practice will be implemented by Uralla Shire Council with the delegated responsible officer being the Environmental Management Coordinator.

1. *Minimise weed and disease spread*
   - clean down machinery in appropriate areas before entering and leaving the work site.
   - program works to begin with clean machinery in high conservation areas and work toward degraded sites.
   - only use soil or fill from a weed or disease free site.
2. *Turn-around points*
   - identify machinery turn-around points where native vegetation will not be damaged.
   - locate stockpiles, turn-out or lay-down areas on existing cleared land.
3. *Grading and drain cleaning operations*
   - avoid damage to roots, bark and limbs.
   - avoid working inside the drip line of trees, and where root damage and soil compaction may occur.
   - remove drain spoil and dispose of appropriately.
   - the grader must not intrude beyond the existing carriageway width (grading a little further each time can have a significant impact over a number of years).
4. *Herbicides*
   - only use herbicides where vegetation control by mechanical methods is inappropriate.
   - avoid over-spray by not spraying in windy conditions.
5. *Vegetation removal*
   - avoid “cleaning up” vegetation and retain stumps, and dead wood where possible.
   - carefully prune trees using low impact methods in accordance with recognised arboriculture standard.
   - avoid damaging undergrowth when removing trees.
   - dispose of waste materials at an appropriate site or leave as habitat for wildlife (hollow logs, and other woody material may be left on site if they are spread widely and not left in a pile).
   - low shrubs, native grasses and groundcovers generally do not affect road safety and, where possible, will be retained to help prevent weed invasion and erosion.
   - sarticular care to be taken at sites with Significant Roadside marker signs.

[1]Excluding regrowth on the road formation including the shoulder and other areas where existing methods are high-impact, in which case high-impact can continue to be used, however, where possible low-impact methods should be considered in order to reduce soil disturbance and associated weed growth.

6. Machinery use

- only use the appropriate type and minimum size of machinery for the job.

7. Erosion control

- remove as little vegetation as possible and encourage the growth of native vegetation on batters, maintain drainage systems, and minimise soil disturbance. Use appropriate control measures such as coir logs or in situ resources such as bush rock and coarse woody debris to prevent surface and drainage erosion.

5.3 Sensitive Grading Practices and alternative vegetation control at HCV sites

Specific techniques to reduce the disturbance envelope around High Conservation Value sites.

- Objectives in grading an unsealed road
- To maintain safety: clay unsealed roads area

Road surface disturbance

Grader drivers often disturb the toe of stable batters while grading the road surface. The recommended approach is only to grade to the toe of the batter. Where the drain running alongside the road requires cleaning, the spoil is not spread as widely along the batter.

Figure 2: The grader driver stays strictly within the limits of the existing disturbed road surface. No damage to the toe of the batter or spreading of spoil has occurred.

Grader crews regularly remove shrubs and trees from drains and batters along unsealed roads. Typically they do this by scraping the drain/batter with the blade of the grader. This has the effect of removing the trees and shrubs along with any ground cover.

The concerns with trees and shrubs growing in drains and along batters are:

- Drains can be physically blocked by the presence of the tree/shrubs when mature.

- Falling litter from the trees/shrubs can block the drains.
- The tree/shrub may block the grader from maintaining the drain.
- Trees and shrubs can be a safety issue on approaching bends as they have the potential to block driver line of sight.
- Juvenile trees growing on batters may produce limbs that overhang the road as they mature, or may undermine the stability of a batter.

The recommended approach would be to remove by cut and paint (or by spraying as required) the trees and shrubs identified by the Overseer, Engineer and Grader driver as being of concern.

Modified drain cleaning

Cleaning drains is a major source of disturbance during grading works. Malfunctioning drains mean that water does not run off the road adequately. This can lead to ponding of water on the road surface which over time will seep into the road and create 'wet spots'. These wet spots develop into weaknesses in the road structure and are costly to fix. Water ponding on the road can cause safety issues also.

5.4 Clearance for Fence lines

Objective

To minimises clearance of roadside native vegetation.

Guidelines

Consultation

- Removal of native vegetation on a road reserve for the purpose of construction or maintenance of a boundary fence requires consultation with Uralla Shire Council.
- Council will consider granting permission with regard to the following:
  - Whether the site is a HCV site;
  - The minimum extent of clearing necessary;
  - The need to clear trees that pose a risk to life and property of the private landholder;
  - Alternatives to clearing.

Clearing

- Where the roadside vegetation consists mainly of trees, only branches protruding through or overhanging the fence, or trees growing on the actual fence alignment, should be removed.
- If rare or threatened plant species are present, reasonable care should be taken to protect them. If necessary, contact the Native Vegetation and Biodiversity Management Unit for advice.

Obligation to minimise the impact of clearing

A person who has consent to clear along their boundary fence on adjoining Council managed land must do so by such practicable means that are necessary to prevent or minimise the impact of clearing and minimise damage to vegetation outside of the agreed clearance zone.

This can include the following:

a) Clearing in winter;

b) Use of low impact clearance methods to remove overhanging branches;

c) Retaining felled timber as habitat on Council owned/managed land where it is appropriate to do so or ensuring proper disposal of other vegetation material.

Clearance methods

- Low impact methods of clearance (e.g. minimal ground disturbance, pruning rather than clearing, cutting cleanly rather than breaking branches, slashing, trimming, mowing, or rolling) should only be used when clearing vegetation to reduce potential weed invasion and erosion problems.

Re-locating Fences

- Landholders wanting to replace boundary fences may consider re-locating the new fencing a few meters into their properties to minimise potential impacts on roadside vegetation. This can also potentially reduce construction and maintenance costs. The narrow strip between the old and the new fence can be maintained clear of any regrowth to minimise impacts on the new fence, and also act as a firebreak between the roadside and the property.
- An alternative to the removal of trees in line with the property boundary may include constructing a simple strut arrangement that allows a fence to deviate a short distance around a tree. Wires are not attached directly to the tree, thus minimising potential damage to the tree.

5.5 Bush Fire management

Effective fire management techniques include burning, slashing, spraying, grazing and grading. Fire management is the responsibility of the local Bush Fire Management Committee (BFMC). The Rural Fires Act (1997) requires that the BFMC prepare a Bushfire Risk Management Plan for the Shire, covering all land classes and tenures including roads and roadsides.

While the protection of life and property are the primary concerns for bushfire management, the conservation significance of roadside vegetation should be taken into account when managing fire risk.

Decisions regarding the appropriate type and location of roadside bush fire protection measures should consider:

a) The conservation value of the roadside vegetation;
b) History of fires and roadside ignitions in the area;
c) Likely course of fire behaviour if a fire was to leave the roadside;
d) Extent and potential for effective fire prevention works on adjacent lands;
e) Response time of firefighting crews in reaching the location;
f) Whether the road is identified as an essential evacuation route or fire access road;
g) Consequences if the fire is not controlled on the roadside; and,
h) Whether the Roadside Fire Management Objective can be realistically achieved.

Guidelines for Fire Management along road sides and in HCV sites:

- No firebreak is to be constructed or maintained other than in accordance with the Bushfire Risk Management Plan.
- No landowner or contractor is permitted to plough roadside reserves.

- No firebreak is to be constructed or maintained without specific written approval from Council.
- Avoid establishing firebreaks along roadsides that contain significant native vegetation or have the potential for recovery. Establish breaks on adjacent properties where possible.
- Create fuel reduction zones through slashing fire breaks rather than bulldozing or ploughing, to reduce erosion
- Protect areas where native regrowth is occurring by slashing rather than clearing.

5.6 Grazing and TSRs

The primary objectives for HCV roadside vegetation with reference to grazing are:

- To minimise any impact of grazing by stock on roadside reserves where native vegetation is present;
- To manage potential damage to roadside native vegetation from the droving of stock;
- To protect roadside native vegetation of high conservation significance from the impacts of droving stock;
- To continue to develop a collaborative framework with common objectives for the management for livestock grazing on roadsides with the Northern Tablelands Local Land Services (NTLLS).

Under the Local Lands Services Act 2013, the NTLLS issues permits for stock movement and grazing on Council dedicated roads.

Grazing of stock in areas of native vegetation can potentially have a significant impact; damaging plants, assisting weed invasion, preventing natural regeneration, changing surface hydrology and compacting and polluting the soil.

Alternatively and if managed for limiting ecological impacts, grazing can be an acceptable form of roadside management in some situations, such as where exotic grasses like Phalaris are a dominant component of the understorey and have created a fire hazard.

The droving or movement of stock on roadsides occurs periodically within the region. It is important to distinguish that livestock presence in roadside reserves can refer to moving stock from one landholding to another, or sedentary grazing for a specified time. To add complexity to this arrangement, TSRs are often an extension of the roadside reserve with no distinguishable boundary.

Under current arrangements with the NTLLS, notification by the NTLLS to USC for livestock grazing and movement through roadside reserves is communicated through a courtesy decision. There is also no adopted Roadside Vegetation Policy to support and guide the arrangement for livestock grazing within the Shire's roadside reserves. In response, there is a management objective within this document to develop a constructive and beneficial policy, communication framework and management plan for HCV and TSR management through collaborative work between USC and the NTLLS.

USC recognises that stock movement and grazing of native and introduced pasture in roadside reserves is a necessary practice as part of normal farm management. Furthermore, under TSR arrangements, many undeveloped road reserves are leased to adjoining landholders for grazing or cropping. Where grazing has historically occurred, this may continue at the same frequency and duration without consultation with Council, however, any change of stock, or increase in frequency or

duration of grazing, or grazing of areas without any previous history of grazing, requires consultation with Council.

At present the following guidelines for stock movement and grazing are recognised by USC and the NTLLS;

- Council will request that the Northern Tablelands Local Lands Services does not allow stock to graze within High Conservation Value roadside vegetation.
- The movement of livestock that is part of normal farm management, from one property to another is permitted if there are no practical alternatives to avoiding the road reserve.
- Where the movement of livestock is over a long distance, consultation shall be held with Uralla Shire Council,
- Any unauthorised clearance caused by stock droving will be referred by Uralla Shire Council staff to the Northern Tablelands Local Lands Services.
- On undeveloped road reserves that are leased to adjoining landholders for grazing where grazing has historically occurred, then this may continue at the same frequency and duration without USC approval, however, any change of stock, or increase in frequency or duration of grazing, or grazing of areas without any previous history of grazing, requires consultation with Council.
- Any unauthorised clearance caused by grazing will be referred by Council staff to the Native Vegetation and Biodiversity Management Unit.
- Routes that contain important stands of native vegetation should be avoided as much as possible so as to minimise damage to native roadside vegetation.
- If there is no practical alternative, and stock are to travel though native vegetation, then stock must be kept moving at all times to minimise incidental grazing and subsequent damage to native vegetation.

The following guidelines are in place to facilitate biosecurity implications for stock movement in roadside reserves;

- Stock must be free of pest plants and disease.
- Stock must be kept moving at all times.
- Movement of stock along High Conservation Value roadsides containing known populations of threatened species, plant communities of conservation significance or naturally open areas such as native grassland and sedge land, should instead be diverted where possible along roadsides containing vegetation of lesser value.

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6 Protection of roadside Native Vegetation of High Conservation Value

6.1 Overview

Roadsides may contain plants or vegetation types of high conservation significance. This includes species or vegetation communities listed as threatened at a national, state, or regional level and/or vegetation classed as Category A and B.

6.2 Prioritisation of Sites for Future Management

The list below prioritises the nineteen High Conservation Value roadside sites in order of their need for active management. The sites of greatest conservation value, and perceived as being at greatest risk, are given highest priority - so that they can be the first to be managed for the maintenance and enhancement of their values.

High Priority

H26 – Bundarra-Barraba Road

S23 – Gwydir Park Road }

S22 – Uralla-Bundarra Road, east of Basin Creek } similar degree of urgency

R20 – Uralla-Bundarra Road, east of Two Mile Creek }

S26 – Bundarra-Inverell Rd, 1.8km north of Bundarra]

S28 – Old Kingstown Road] similar degree of urgency

R22 – Linfield Road]

H21 – Danehurst (Harwood) Road

H22 – Lana-Retreat Road

S30 – Gostwyck Road

Medium Priority

S20 – Uralla-Kingstown Road, east of “Merilba” entry

S21 – Uralla-Kingstown Road, west of “Merilba”

S24 – Uralla Bundarra Road, east of Muddy Gully

S25 – Uralla-Bundarra Road, Tolley’s Gully

R21 – Armidale-Enmore Road

H23 – Warrabah Road

H25 – Rock Abbey Road

H20 – Lindon Road

Low Priority

H24 – Uralla-Bundarra Road, east of Cache’s Creek

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The following table provides a summary of the key management considerations across all HCV sites.

Table 2. Key Management Considerations for High Conservation Reserves

Issue	Recommended Activity	Replaces
Roadside maintenance	» Aim for a 'no dirt policy' such that roadsides and drains are protected by herbaceous (grasses & forbs) cover. » Don't grade roadsides or drains unless specifically planned for. Any soil disturbance must be carefully managed and only clean machinery used.	Grading
Road construction	» Plan for minimal area of vegetation and soil disturbance. » Utilise best practice actions to ensure minimal loss of vegetation and soil; and to prevent incursion of weeds, water and plant propagules.	Excessive widths of construction zones. Disregard for sensitivity of plant & animal communities and opportunistic nature of weeds.
Grading unsealed roads	» Keep all road base and other road materials on the roadway. » Don't grade materials off onto roadsides or into drains.	Grading road base into drains and up beyond outer shoulders of drains.
Grading of drains	» Keep grassed with short herbage. » No new drains to be created. » Decrease drain lengths and widths. » Work from weed-free to weedy areas. » No material to be moved beyond the outer or top edge of present drains.	Disturbing the soil of drains using earthmoving machinery. Pushing of new, wider and longer drains.
Clean machinery	» Thoroughly hand-picked, brushed, pressure-hosed machinery and tools (clean footwear & clothing) to be used on all HCV and other weed-free sites. » Work from weed-free to weedy areas. » Machinery working along a length of road should stop before entering a HCV site and pass that site on the road itself, to recommence work beyond the HCV site.	Uncleaned machinery moving directly between sites and along continuous sections of road/roadside.
Strategic slashing or brush-cutting	» Slash, cut and paint or brush-cut, instead of grading. » Slash or brush-cut to prevent weeds going to head/set seed. » Don't slash when plants hold seed. » Work from weed-free to weedy areas. » Utilise strategically in conjunction with herbicide treatment of weedy area » Any slashing or brush-cutting should be kept to a minimum. » Ensure slasher/brush-cutter and tractor are thoroughly cleaned before entering weed-free areas.	Grading. Slashing without regard to seed set of plants. Slashing without a blower.
Weed spraying	» To occur strategically according to plan. » Boom spraying for dense continuous weed infestations. » Spot-spraying for patchy and small areas of weed infestation (may take the place of boom spraying over time). » To occur during vegetative growth phases before plants go to seed. » To be used in conjunction with strategic slashing.	Ongoing weed growth and spread. Weeds setting seed. Untimely weed slashing.
Tree and shrub removal	» When required: » Fell close to ground level with chainsaw and treat stump immediately with herbicide.	'Pushing' trees and shrubs with grader, dozer or loader.

Issue	Recommended Activity	Replaces
	» Leave trunk on the ground, remove branches without ground disturbance, chip head on-site. » Where regrowth/shrubbery affects visibility for vehicles, shorten with brush cutter and promote grassy cover. » Prevent damage to adjacent trees and shrubs.	
Stockpiling	» Stockpiles should be on already-cleared sites and should not be within the drip zone of trees. » Stockpiles of material possibly contaminated with weed seed is to be on contaminated areas only and these materials to only be used on weedy areas. » Clean, weed-seed-free materials to be stockpiled on clean areas, moved with clean machinery and applied only to their site of origin. » Only weed-free, clean materials to be brought into HCV sites.	Placing of stockpiles as convenient. Introduction of contaminated materials to weed-free sites.
Livestock Grazing – roadsides with TSRs	» Work closely with NTLLS and adjacent landholders to restrict grazing of TSRs to periods in May-July or drought only. Graze for short periods at intervals greater than one year. » Restrict livestock so that they 'miss' HCV sites, as they move along the TSR.	*Ad hoc* grazing.
Livestock Grazing – roadsides without TSRs	» Exclude livestock. » Site-specific plans may utilise occasional strategic livestock grazing (once-off, short-duration in May-July), with 'clean' stock to promote biodiversity.	*Ad hoc* grazing.
Roadside parking and tracks	» Roadside pull off bays for general traffic need to be signposted and have clear boundaries. » Machinery parking areas should be clearly designated. They should be located on weed-free areas for clean machinery working in weed-free sites. » Machinery working on weed-infested parts of otherwise weed-free sites or on weedy sites should not be parked in weed-free areas. » Vehicles and machinery should not park within the drip zone of trees. » Tracks off the roadway should be minimised and adjacent land managers and general pubic discouraged from driving off-road or making tracks.	-
Firewood Collection	» Not permitted.	Roadside scavenging.
Rubbish littering/dumping	» Continue litter patrol and signing.	-
Liaison & co-operation with other land managers	» Plan and co-ordinate roadside maintenance and works in conjunction with other activities (e.g. fencing, grazing, draining) of other land managers. » Plan and co-operate with other land managers to obtain funding.	*Ad hoc*, uncoordinated activities causing double-ups or antagonistic management.
Extend the area of HCV sites	» Add healthy roadside sites to the list of HCV sites for conservation management. » Liaise with adjacent land managers to encourage the conservation management of adjoining lands which also support healthy native vegetation communities.	

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Issue	Recommended Activity	Replaces
Re-survey & regular monitoring	» Annual monitoring of all sites for the presence/absence of grassy weeds. Where present also monitor the extent and density of weed infestations (using photographs, on-ground or digital mapping, plant measurements). » Monitor for presence/absence of native communities, plants, animals during the growing season: opportunistically e.g. at 'rapid assessment'.	Survey during less than ideal growing conditions. *Ad hoc* monitoring.

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6.3 Individual Site Management Considerations

Site ref	Site Name	Length (approx)	Conservation value	Specific Management Considerations
H20	Lindon Road, off Uralla-Kingstown Road	4 km	The High Conservation Value status of this site is supported by the presence of a relatively wide variety of trees and shrubs, and a mixture of perennial native groundcovers beyond the immediate roadside verge.	Coolatai Grass and African Lovegrass should be contained by spraying the small patches and edges of the large infestations with herbicide each growing season before seed sets, so that spread is prevented and the populations gradually reduced in size. Grassy roadsides should be maintained. Where earthmoving machinery is used, the northern half of the road should be worked (using clean machinery) before the southern section. Grazing by domestic livestock should be excluded from this site. Felling or 'pushing up' of trees or shrubs, destruction of herbaceous groundcover and collection of fallen timber should be prevented.
H21	Danehurst / Harwood Road	2.2 km	The High Conservation Value status of this site is supported by the presence of a moderately good variety of trees and shrubs and a mixture of perennial native groundcovers. Of special note is the presence of native herbaceous plants. In addition, towards the western end of the site, there is a small area supporting a wetland vegetation community which adjoins the main (and valuable) part of the wetland to the north of this roadside site. This wetland area deserves closer attention as it could be a significant sedgeland. No notifiable matters. However, the wetland vegetation community towards the western end of this roadside site, and the adjoining large wetland area to the north, could be investigated to establish the identity of wetland plant species, and hence clarify whether the community constitutes a 'listed' Carex Sedgeland or not	Continue activities to monitor and eliminate the Coolatai Grass, and prevent its re-introduction. Prevent the introduction of African Lovegrass and monitor for this grass annually, so early detection can trigger removal of establishing plants and prevent invasion by this grassy weed. Removal of the Robinia population towards the western end is recommended but not urgent. Substantially modify the type and frequency of roadside disturbance through maintenance. Develop and apply sensitive grading and maintenance protocols. Grassy road verges should be maintained. Any machinery used at the site must be clean and free of seed. Slashers should have blowers mounted on them. Livestock grazing should be excluded, and felling or 'pushing' of trees or shrubs, destruction of native herbaceous species and removal of fallen timber be prevented.
H22	Lana – Retreat Road	2.5 km	The High Conservation Value status of this site is confirmed by the presence of a moderate variety of trees, shrubs and perennial native groundcovers and absence of weedy species. The presence of native herbaceous plants, various lilies and native grasses was notable. In addition, the variety of vegetation communities	Substantially modify the type and frequency of roadside disturbance through maintenance. Develop and apply sensitive grading and maintenance protocols. Maintain grassy roadsides. Use slashers and/or brushcutters with blowers, at times before plants set seed. Any machinery used at this site must be clean (free of seeds). Prevent the introduction of Coolatai Grass and African Lovegrass and maintain at least annual surveys for these grasses so early detection can trigger prompt

Site ref	Site Name	Length (approx)	Conservation value	Specific Management Considerations
			across the ecological gradient from hilltop to creek is a valuable asset.	removal of plants of these species and so prevent the establishment of these invasive grassy weeds. In support of these activities it is also recommended that Coolatai Grass and African Lovegrass plants along the 700 m of roadside immediately east of this roadside site be removed, to provide a buffer for this High Conservation Value site. The 700 m of roadside immediately to the west of this site should also be surveyed, policed and treated to remove any Coolatai Grass or African Lovegrass.
H23	Warrabah Road, west of Kingstown	0.8 km	The High Conservation Value status of this site is doubtful due to the over-clearing of both sides of the road and the strong likelihood that Coolatai Grass is well established on the site. No notifiable matters. However, in the interests of maintaining the value of adjacent native vegetation and Warrabah National Park to the south-west, this site needs to be managed to facilitate regeneration/regrowth of the native trees, shrubs and groundcovers, and control/removal of the Coolatai Grass present on the site.	The native vegetation at this site is well able to regenerate in the face of harsh conditions and provides a buffer to nearby remnant areas and reserves which are important at local and regional levels. Therefore, it is important to prevent the spread of invasive species beyond the roadside areas and assist restoration of established woodland at this site. Resurvey of this site (and the quarry area to the south-west) should occur as soon as growth conditions allow, to ascertain the degree of infestation of this site with Coolatai Grass. Based on the findings of the resurvey a plan of action should be developed to contain and reduce the size of the Coolatai Grass population that is present. Neglect will allow for the spread of the Coolatai Grass into adjacent vegetation. Roadside disturbance/maintenance activities need to be greatly reduced or changed dramatically to prevent introductions of other invasive grasses, limit the spread of those already present and facilitate natural recruitment of all components of the existing native vegetation community. That is, grading of road verges should cease, and grassy or brush-cut scrubby verges maintained. Slashing or brushcutting should occur in conjunction with weed spraying and prevent weeds setting seed. Grading of the roadway should be minimal and all gravel/road base materials must be kept on the roadway, not pushed into drains. Livestock grazing should be excluded from this site and the area immediately to the south-west. Felling or 'pushing up' of trees and shrubs and the collection of fallen timber needs to be prevented.
H24	Uralla-Bundarra Road (thunderbolts Way), east of Chache's Creek	3.3 km	White Box –Yellow Box – Red Gum grassy woodland is legislated as an Endangered Ecological Community. However, the road works, a relatively recent burn and grazing by cattle have damaged the ecological features that would qualify this site for protection under the legislation. As a corollary, the High Conservation Value status of this site and the	From a practical perspective it is probably not possible to manage the outcomes of the poor management of this site to date. Ideally efforts should be made to prevent the spread of invasive perennial grasses from this roadside site into adjacent grazing enterprises. Crash grazing of the entire area between the road and fences each season to prevent seed set by the invasive grasses may slow the spread of these grasses and reduce the fire hazard at this site. However, any livestock using this site will be contaminated with weed

Site ref	Site Name	Length (approx)	Conservation value	Specific Management Considerations
			adjoining TSR have been negated as a result of the loss of the native herbaceous understorey. No notifiable matters.	seed and so should only be grazed on other, similarly infested areas, or allowed to 'clean out' in locations where weed infestations can be controlled. Facilitate natural recruitment of as many components of the adjacent native vegetation community as possible. Work with the Northern Tablelands Local Lands Services (NTLLS) and adjacent landholders to utilise livestock grazing to reduce the fire hazard from standing dry Coolatai Grass and prevent the seed-set of Coolatai Grass and hence its spread.
H25	Rock Abbey Road	0.4 km	The High Conservation Value status of this site is confirmed by the presence of a moderate variety of native trees, shrubs and perennial groundcovers, a relative absence of weedy species, as well as the continuity with adjacent native vegetation, particularly to the north. No notifiable matters.	Invasion of this site (and adjoining lands) by invasive exotic grasses should be prevented. The existing African Lovegrass population should be destroyed and at least annual surveys made to check for (and remove/kill) any seedlings of this species. Regular monitoring for the appearance of other invasive plants should be instituted and any occurrences destroyed Roadside disturbance/maintenance activities using earthmoving machinery need to be avoided to prevent introductions of invasive grasses, limit the spread of those already present and facilitate natural recruitment of all components of the existing native vegetation community. Grazing livestock should be excluded, and felling or 'pushing up' of native trees or shrubs, or the destruction of groundcovers and collection of fallen timber prevented. In addition, soil disturbance around property entrances should be avoided; and the continued removal of exotic woody weeds (e.g. hawthorn, pistachio, cotoneaster) is encouraged.
R20	Uralla Bundarra Road (Thunderbolts Way), east of Two Mile Creek	2.2 km	The High Conservation Value status of this site is supported by the presence of relatively intact White Box-Yellow Box-Blakely's Red Gum grassy woodland with a reasonable native herbaceous component. The roadside crests support healthy Box-Ironbark shrubby-to-grassy woodland which is habitat for the endangered Regent Honeyeater. White Box – Yellow Box Blakely's Red Gum Grassy Woodland is an EEC under EPBC and TSC Iron bark-Box shrubby woodland is preferred habitat for Regent Honeyeater listed under EPBC and TSC. Possible presence of E,. mckieana (EPBC and TSC)	Contain and eliminate the Coolatai Grass and any African Lovegrass at this site. Apply effective herbicide using a boom spray where Coolatai Grass/African Lovegrass is present in dense/long stands, before these grasses set seed. All patches of Coolatai Grass and/or African Lovegrass should be spot-sprayed before they get larger or extend further into the adjacent TSR. Repeated spraying will be necessary within a particular growing season and over several consecutive growing seasons, until established plants and seedlings are dead, and seedling recruitment from the seedbank are worn out. To prevent the spread or reintroduction of these grasses, roadside grading should cease, designated pull-off bays for vehicles be established in already-disturbed sites managed to contain weeds, and livestock grazing excluded. Grassy road verges should be aimed for once the Coolatai Grass and African Lovegrass are controlled. Seeding with hybrid cereals and native herbaceous species could be the best choice for establishing grassy cover. Slashers and brushcutters with blowers can be used to maintain low vegetation and prevent weed species going to seed.

Site ref	Site Name	Length (approx)	Conservation value	Specific Management Considerations
				Natural recruitment of all components of the existing native vegetation community would be assisted by the removal of grazing livestock. Ecological values of the site would be enhanced by leaving fallen timber and shrubbery and preventing felling or 'pushing-up' of trees and shrubs. Liaison and co-operative work with the NTLLS is necessary to contain the spread of exotic invasive perennial grasses at this site
R21	Armidale – Enmore Road, adjacent to Linfield Road turnoff	0.4 km	The High Conservation Value of this site is supported by the presence of the Blue Box trees on the northern roadside and the healthy *Themeda* grassland on the south side of the road. Blue Box on northern side is Endangered under the TSC. Themeda-dominated grassland on the southern side may be notifable White Box-Yellow Box-Blakely's Red Gum Grassy Woodland and derived native grassland.	Spot-spray African Lovegrass and any Coolatai Grass, then re-survey (at least twice every growing season) for these species and kill/remove any plants of these species, before they set seed. Substantially reduce roadside disturbance/maintenance activities and eliminate the use of graders and other earthmoving machinery except under closely planned and supervised essential activities. Natural recruitment of all components of the existing native vegetation community should be encouraged by prohibiting livestock grazing and eliminating soil disturbance. Very occasional (e.g. every five years) and brief livestock grazing, with weed-free stock, might be a useful tool for managing the diversity of the grassland areas over the long-term. It is recommended the advice of an ecologist familiar with the practicalities of managing native vegetation be sought in such instances. Prevent the collection of fallen timber and the felling or 'pushing up' of native, trees, shrubs or destruction of herbaceous cover. Work with the NTLLS and local landholders to facilitate management of the adjacent TSRs and develop the ecological values of the native vegetation present.
R22	Linfield Road, between Armidale-Enmore and Armidale-Mihi Road	4 km	The High Conservation Value status of this site is supported by the presence of the Narrow-leaved Black Peppermint and Blue Box trees, as well as the healthy understorey on much of the site.	Contain and eliminate all patches of African Lovegrass and Coolatai Grass east of the "Linfield" entry, then prevent their re-introduction. Ensure the site is monitored yearly for occurrences of grassy weeds and that any such occurrences are eliminated immediately. Substantially reduce or eliminate roadside grading activities east of the "Linfield" entry. Should machinery use be necessary, then machinery should have been thoroughly cleaned and work should start at the eastern end of the site and move to the west. Support natural regeneration of all components of existing native vegetation communities. Exclude livestock grazing. Very occasional (e.g. every five years) and brief livestock grazing, with weed-free stock, might be a useful tool for managing the diversity of the grassland areas over the long-term. It is recommended the advice of an ecologist familiar with the practicalities of utilising grazing as a tool for enhancing the biodiversity of native vegetation be sought in such instances.

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Site ref	Site Name	Length (approx)	Conservation value	Specific Management Considerations
			In addition, this roadside site forms a narrow corridor of remnant vegetation in a largely cleared and intensively managed landscape used for livestock grazing. As such, it is of great value to the health of the surrounding landscape. However, due to the impacts of roadside maintenance and adjacent land use practices, this roadside site is highly vulnerable to disturbance and degradation of its edges. Consequently it requires careful and vigilant management to conserve it. Narrow-leaved Black Peppermint and Blue Box trees listed under EPBC and TSC. Koala, squirrel gliders and quolls likely to use site (all listed species).	Felling and 'pushing up' of trees and shrubs, and disturbance to the soil and herbaceous layer should be prevented. Fallen timber should be left undisturbed.
S20	Uralla-Kingstown Road, just east of "Merilba"	0.6 – 0.7 km	The High Conservation Value status of this site is supported by the presence of the Mugga Ironbark trees, a food source for the endangered Regent Honeyeater, as well as by the healthy woodland understorey on the site. Known to support Regent Honeyeater. Presence of McKie's Stringybark should be confirmed.	Contain and eliminate African Lovegrass and Coolatai Grass, by spraying existing populations with herbicide, preferably before seed set. Re-treatment and treatment of missed plants will be required twice each growing season (preventing seed set) on a continuous basis. Constant surveillance for the re-introduction of the above grasses should occur given the large populations of these grasses elsewhere along the Uralla-Kingstown Road. All reoccurrences should be destroyed immediately. Eliminate or minimise all roadside grading activities. No slashing should occur along the road edges at this site. Should machinery use be necessary, then machinery should have been thoroughly cleaned and work should start at the eastern end of the site and move to the west, and from the fenceline toward the road. Slashing adjacent to the "Merilba" entry and along the "Merilba" fence should be restricted to once or twice a year (after most of the native herbaceous species have set seed), and be done using clean machinery that has not been used on roadsides. Council could work with adjacent land managers to facilitate strategic slashing, and ensure it not occur along the road verge (to prevent seed being spread from the road verge further into the site). Domestic livestock should be excluded from this site. Prevent collection of fallen timber, and felling or 'pushing up' of native trees and/or shrubs.

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Site ref	Site Name	Length (approx)	Conservation value	Specific Management Considerations
S21	Uralla-Kingstown Road	1.1 km	The High Conservation Value of this site is supported by the presence of the Mugga Ironbark, White Box and Grey Box (food sources for the endangered Regent Honeyeater), and by the diversity of woodland understorey plants supported by the site. In addition, the native woodland found on this site forms the western end of a section of a narrow but valuable corridor of remnant vegetation which extends for about another 2-3 km (including the S20 site) to the east, where it joins an area of remnant and native regrowth to the north of the Uralla-Kingstown Road. There is also a rocky granite hill (on private land), about 0.4 km south of this S21 roadside site, which supports an island of native woodland likely to support the functioning of this roadside site and also be of significant conservation value. Known to support Regent Honeyeater.	Diligent action is required to contain and eliminate African Lovegrass and Coolatai Grass, then prevent their re-introduction. Application of herbicide to all areas of Coolatai Grass and African Lovegrass, using a boom spray for the larger dense infestations adjacent to the road and crossings, and spot spraying isolated patches, is recommended twice each growing season to prevent seed set and kill existing plants. Regular surveillance, twice each growing season, will be required to detect and destroy new plants on the site, as the existing seed bank will be large. Eliminate or minimise roadside grading and maintenance activities. Should machinery use be necessary, then machinery should have been thoroughly cleaned and work should start at the eastern end of the site and move to the west. Slashing should be utilised to maintain a grassy verge and to control Coolatai Grass and African Lovegrass. Slashing should occur before these grasses set seed and could be used in conjunction with herbicide treatment. Any slashing should utilise a blower on the slasher and be undertaken from the eastern end to the western end of this site. Any other slashing and/or brushcutting (with blower attached) should be done before, and to prevent, exotic grasses setting seed. Grazing livestock should be excluded. Co-operative interaction with adjacent land managers, to prevent bulldozing of fence lines is encouraged. Prevent collection of fallen timber, felling or 'pushing up' of trees and shrubs and/or destruction of native herbaceous vegetation.
S22	Uralla-Bundarra Road (Thunderbolt's Way), east of Basin Creek	3.5 km	The High Conservation Value status of this site is supported by the presence of healthy Ironbark-Box woodland and moderately healthy White Box-Yellow Box-Blakely's Red Gum grassy woodland on the adjoining TSR. The woodland communities adjacent to this roadside site are part of an extended corridor of native vegetation (of varying health) along Thunderbolt's Way. This corridor is a vital ecological component, a 'stepping stone' and refuge for fauna (and a source-area for the ecological services they provide) between the Nandewar Range to the west and the hill country east of Thunderbolt's Way and north of Mount Yarrowyck.	Contain and eliminate Coolatai Grass and any African Lovegrass. Boom spray herbicide along the road verges where Coolatai Grass/African Lovegrass is present in dense/long stands. Effective herbicide should be applied before these grasses set seed, to prevent them invading beyond the immediate edge of the road. Any patches of Coolatai Grass and African Lovegrass should be spot-sprayed before they get larger or extend further into the adjacent TSR. Repeated spraying will be necessary within a particular growing season and over several consecutive growing seasons, until established plants are dead and seedling recruitment from the seedbank worn out. Seed of locally native herbaceous species should be utilised to re-vegetate bare ground once the grassy weeds are under control. There is a need to substantially reduce roadside disturbance/maintenance activities and to change the ways machinery is used and managed for road and roadside work. Machinery is the main vector for the introduction and spread of invasive weeds along road ways. Grassy or scrubby road verges should be the aim,

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Site ref	Site Name	Length (approx)	Conservation value	Specific Management Considerations
			Adjoins TSR with White-Box Yellow Box Blakely's Red Gum Grassy Woodland.	utilising slashers and/or brushcutters with blowers to prevent grassy weeds setting seed. Any slashing should be in weed-free areas first. To prevent reintroduction of Coolatai Grass, or the introduction of other grassy weeds, roadside grading should cease or be minimised. In addition, pull-off bays for vehicles and stockpile sites need to be designated and managed to prevent weed incursion. Regular surveys should be undertaken, as the weed control program progresses, to check the population size and re-occurrence/re-introduction of Coolatai Grass. Ideally the grazing of domestic livestock should be excluded along this roadside site and adjacent TSR. However, intermittent livestock grazing by clean, weed-free stock during times of drought can be a useful management tool and can be utilised to enhance the health and biodiversity of native grassy woodlands. Livestock should not access areas infested with Coolatai Grass (or African Lovegrass) until these weed populations are under control. If livestock grazing is to occur on this site, it is recommended that Uralla Shire Council work in conjunction with NTLLS staff, local landholders and ecologists (familiar with the practicalities of utilising livestock grazing for native vegetation management). Grazing permits and grazing events should occur on a strategic and controlled basis, using weed-free livestock trucked to the site. In this way grazing can be used to actively manage native woodlands for biodiversity and production. In addition, ecological values of the site would be enhanced by leaving fallen timber and shrubbery and preventing the 'pushing up' or felling of trees and shrubs. Roadside rubbish collection and patrol is required (along the entire length of Thunderbolt's Way).
S23	Gwydir Park Road	4 km	The very High Conservation Value of this site remains so. The healthy Ironbark-Box woodland and moderately healthy White Box-Yellow Box-Blakely's Red Gum grassy woodland on the roadsides and adjoining TSR are critically important ecological communities. In addition, the woodland communities along and adjacent to this roadside site are part of a valuable west-east corridor of native vegetation (of varying health) extending east along the Gwydir Park Road from the Nandewar Range, west of the Old Kingstown Rd, to more or less connect to Mount Yarrowyck and the hilly country running	All Coolatai Grass and African Lovegrass should be treated with herbicide, at least twice in each growing season, to kill these grass plants and prevent them from setting seed. The aim should be to eliminate these grass species from this roadside site and TSR. Implement monitoring, at least twice each growing season, for the occurrence of invasive exotic grasses at this site and adjacent TSR. Any plants of invasive species should be destroyed immediately, to prevent these species being re-introduced to, or becoming established on, this site. Cease (or significantly reduce) the grading of roadsides at this site, and other maintenance activities involving earthmoving machinery. Should machinery use be absolutely necessary, then machinery should have been thoroughly cleaned, soil disturbance should be kept minimal and confined to the road way, and work should start in weed-free areas of the site and move to weed affected areas last.

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Site ref	Site Name	Length (approx)	Conservation value	Specific Management Considerations
			north-west from Mount Yarrowyck. This corridor is a vital ecological component linking the bioregions of the Tablelands with the Slopes. Its integrity requires support. The White Box-Yellow Box- Blakely's Red Gum Woodland grassy woodland at the western end of this site and on the adjoining TSR probably qualifies as an Endangered Ecological Community under the EPBC Act 1999 and NSW TSC Act 1995 but assessment of the composition of its herbaceous components under more favourable environmental conditions is required. The Ironbark-Box woodland is a preferred habitat and known feeding site of the endangered Regent Honeyeater, so requires conservation. Hybrids of McKie's Stringybark (a listed threatened species under the EPBC Act 1999 and NSW TSC Act 1995) and New England Stringybark were detected and require follow-up, to ascertain the presence or not of McKie's Stringybark.	Grazing of domestic livestock on this site and its adjacent TSR should be excluded, except that managed strategically for conservation purposes. Felling and 'pushing up' of trees and shrubs, disturbance to herbaceous cover and collection or pushing-up of fallen timber should cease and be prevented.
S24	Uralla-Bundarra Road (Thunderbolt's Way), east of Muddy Gully	3 km	The conservation value of this site has declined in the last 20 years but is still significant given that it is White Box-Yellow Box–Blakely's Red Gum woodland with some of the key understorey species still present and a dominance of White Box trees in places. Indeed, the extent of this site could be increased to include a longer (3 km) section of this community – the entire length being of fairly consistent quality/health, although primarily a White Box community towards the eastern end. This site, together with the adjoining TSR and island remnants on adjoining private land, forms an important area of remnant vegetation which serves as an extension of 'The Pinnacle'/Invergowrie	Contain and eliminate Coolatai Grass and African Lovegrass. Boom spraying the road verges where Coolatai Grass/African Lovegrass is present in dense/long stands, with effective herbicide, before these grasses set seed is recommended to prevent these invasive grasses invading beyond the immediate edge of the roadside. Such spraying would be required twice annually for two or three years, until the seed bank is significantly reduced. Any small patches of Coolatai Grass and African Lovegrass (currently or as boom spraying takes effect) should be spot-sprayed before they get larger or before they extend further into the adjacent TSR. Repeated spraying will be necessary within a particular growing season and over several consecutive growing seasons, until established plants are dead and seedling recruitment from the seedbank worn out. To prevent reintroduction of Coolatai Grass and African Lovegrass, or the introduction of other grassy weeds, roadside grading should cease. In addition, pull-off bays for vehicles and stockpile sites need to be designated and managed to prevent weed incursion, and constant vigilance applied to surveying for re-occurrence/re-introduction of exotic grasses and there containment as necessary.

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Site ref	Site Name	Length (approx)	Conservation value	Specific Management Considerations
			bushland. This roadside site and adjoining lands are also a refuge for fauna, and provide a 'source area' for ecological services to the surrounding less-well-timbered grazing landscape. White Box-Yellow Box-Blakely's Red Gum Woodland and 'derived' White Box Woodland are an Endangered Ecological Community under the EPBC Act 1999 and NSW TSC Act 1995. Although the Coolatai Grass and African Lovegrass are invading this roadside site there may be sufficient native shrub and herbaceous species, and a sufficiently large area covered by the native community, to qualify the remnant vegetation on parts of the combined roadside and TSR for protection. This roadside site, alone, would qualify if the infestations of invasive exotic grasses were reduced or eliminated and replaced with local native species.	Roadside grading should cease and grassy or scrubby road verges be the aim. Slashing and/or brushcutting can be utilised to prevent grassy weeds setting seed and, as part of a strategic herbicide treatment program, reduce the extent and density of the grassy weed populations. Ideally the grazing of domestic livestock should be excluded along this roadside site and adjoining TSR. However, intermittent livestock grazing by weed-free stock during times of drought can be a useful management tool and can be utilised to enhance the health and biodiversity of native grassy woodlands. Livestock should not access areas infested with Coolatai Grass (or African Lovegrass) until these weed populations are under control, as livestock grazing this infested roadside site will transfer seed of Coolatai Grass and African Lovegrass to places the stock move on to. G razing permits and grazing events occur on a strategic and controlled basis. Liaison and co-operative work with the NTLLS is necessary to contain the spread of exotic invasive perennial grasses at this site. In addition, it is recommended that Uralla Shire Council work in conjunction with NTLLS staff, local landholders and ecologists, who are familiar with the practicalities of utilising livestock grazing to actively manage native woodlands for biodiversity and production outcomes. Ecological values of the site would be enhanced by leaving fallen timber and shrubbery and preventing the 'pushing-up' or felling of trees and shrubs. Roadside rubbish collection and patrol is required (along entire Thunderbolt's Way).
S25	Uralla-Bundarra Road (Thunderbolt's Way), Tolley's Gully	0.6 km	The High Conservation Value of this site and the adjoining TSR have been compromised as a result of road works, grazing by domestic livestock, the loss of native herbaceous understorey, invasion by exotic perennial grasses, and a relatively recent burn. New England Peppermint (Eucalyptus nova-anglica) Grassy Woodlands are listed as 'critically endangered' under the EPBC Act 1999 and NSW TSC Act, so require management for their longevity.	Substantial effort should be made to control the populations of Coolatai Grass, African Lovegrass and other exotic perennials at this site. Spot spraying of the patches and individual plants with herbicide, each growing season, to prevent seed set is recommended. Seed of native herbaceous plants already on the site could be distributed to areas of bare soil. The use of earthmoving machinery should be greatly reduced or excluded from this site, and natural recruitment facilitated, of as many components of the native vegetation community as possible. Slashing could be utilised to maintain the existing grassy roadside verge, but in conjunction with herbicide treatment of the invasive grasses. Slashing should only occur when weed species are not bearing seed and should be undertaken with seed-free machinery and a slasher with a blower. Co-operative work with the NTLLS and adjacent landholders is required, to promote management of the site in favour of the survival and improved health of the entire stand of remnant vegetation. Such management should facilitate the

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Site ref	Site Name	Length (approx)	Conservation value	Specific Management Considerations
				recruitment of native species and curtail the spread of invasive exotic plant species (especially into the reserve west of the road).
S26	Bundarra-Inverell Road, ≈1.8 km North of Gwydir River at Bundarra	1 km	The High Conservation Value of this site is confirmed by the presence of the Box-Ironbark woodland and the area of special conservation value on the rise on the western side of the road. In addition, this remnant woodland adjoins an area, perhaps 40 ha, of timbered country extending to Moredun Creek. This adjoining woodland is likely to be of high ecological value, in its own right and as a significant 'island' (together with a timbered area of land to the west, between the Bundarra-Inverell Road and Gwydir River), and should be assessed and managed with such value in mind. As a corollary, the remnant woodland east of this roadside site and the native vegetation on the western roadside need to be protected from invasion by the aggressive exotic grass species present on this roadside site. The Box-Ironbark woodland on and adjacent to this site is a known resource for the endangered Regent Honeyeater, so requires protection and help to regenerate. In addition, McKie's Stringybark (Eucalyptus mckieana) is listed under the EPBC Act 1999 and NSW TSC Act 1995 and its presence requires confirmation and conservation.	Contain and eliminate Coolatai Grass and any African Lovegrass. Boom spraying the road verges where Coolatai Grass is present in dense/long stands, with effective herbicide, before these grasses set seed is recommended to prevent these invasive grasses invading beyond the immediate edge of the road or associated drains. Any smaller areas of Coolatai Grass should be spot-sprayed before they get larger or before they extend further into the adjacent TSR. Repeated spraying will be necessary within a particular growing season and over several consecutive growing seasons, until established plants and recruited seedlings dead and the seedbank exhausted. In addition, pull-off bays for vehicles and stockpile sites need to be designated and managed to prevent weed incursion, and constant vigilance applied to surveying for re-occurrence/re-introduction of Coolatai Grass and its containment as necessary. Grassy or scrubby road verges should be the aim, utilising slashers and/or brushcutters with blowers (to prevent grassy weeds setting seed). Ideally the grazing of domestic livestock should be excluded along this roadside site and adjacent TSR. However, intermittent livestock grazing by weed-free stock during times of drought can be a useful management tool and can be utilised to enhance the health and biodiversity of native grassy woodlands. Livestock should not access areas infested with Coolatai Grass (or African Lovegrass) until these weed populations are under control. Council to work in conjunction with NTLLS staff, local landholders and ecologists, who are familiar with the practicalities of utilising livestock grazing to actively manage native woodlands for biodiversity and production outcomes. Grazing permits and grazing events should only occur on a strategic and controlled basis for clean livestock trucked to the site. In addition, ecological values of the site would be enhanced by leaving fallen timber and shrubbery and preventing the 'pushing up' or felling of trees and shrubs.
S27	Armidale-Bundarra Road, 'The Pinnacle' and west	5.3 km	White Box–Yellow Box–Blakely's Red Gum grassy woodlands with understories dominated by native species are Endangered Ecological Communities under the EPBC Act 1999 and NSW TSC Act 1995. However, the White Box–Yellow Box–Blakely's Red Gum grassy	Contain and eliminate Coolatai Grass and African Lovegrass. Boom spraying the road verges where Coolatai Grass/African Lovegrass is present in dense/long stands, with effective herbicide, before these grasses set seed is recommended to prevent these invasive grasses invading beyond the immediate edge of the road. Smaller patches of Coolatai Grass and African Lovegrass should be spot-sprayed by hand before they get larger or extend further into the adjacent TSR. Repeated spraying will be necessary within a particular growing season and over several

Site ref	Site Name	Length (approx)	Conservation value	Specific Management Considerations
			woodlands on this site do not qualify as a result of the damage incurred by road works. The occurrence of hybrids of McKie's Stringybark could indicate the presence of Eucalyptus mckieana itself, which is a protected species under federal and state legislation. Eucalyptus banksii (a ROTAP species) was not detected during the current survey, as in 1996, but could be present on the TSR. Surveys of the adjoining TSR, for both these tree species, are recommended; with the corollary being that there will be an additional reason to protect the TSR if these species are present	consecutive growing seasons, until established plants are dead and seedling recruitment from the seedbank worn out. Constant vigilance should be applied to surveying for re-occurrence/re-introduction of Coolatai Grass and African Lovegrass, and their control. To prevent the spread or reintroduction of Coolatai Grass and African Lovegrass, or the introduction of other grassy weeds, the frequency and extent of roadside grading and drainage works at this site should be drastically reduced, or even eliminated. Roadside slashing could be utilised, in conjunction with herbicide treatment of weedy grasses, and be the method of choice for minimising the height of a grassy verge. All slashers used at this site should have a blower mounted on them, and be thoroughly cleaned after use at the site. Where the use of earthmoving machinery is absolutely necessary then properly cleaned machinery should be used and, in turn, it should be cleaned before moving elsewhere. No machinery or materials should enter the western side of the road beyond the immediate roadside verge. Personnel should only access the site on foot and care needs to be taken not to introduce weed seeds. Pull-off bays for vehicles and stockpile sites need to be clearly designated and managed to prevent weed incursion. Ideally the grazing of domestic livestock should be excluded along this roadside site and adjacent TSR. However, strategic livestock grazing by weed-free stock during times of drought can be a useful management tool for enhancing the health and biodiversity of native grassy woodlands. It is recommended that Uralla Shire Council work in conjunction with NTLLS staff and ecologists, who are familiar with the practicalities of utilising livestock grazing to actively manage native woodlands for biodiversity and production outcomes. Grazing permits and grazing events should only occur on a strategic and controlled basis for clean livestock trucked to the site. Livestock should not access areas infested with Coolatai Grass and/or African Lovegrass until these weed populations are under control. In addition, ecological values of the site would be enhanced by leaving fallen timber and shrubbery and preventing the 'pushing up' or felling of trees and shrubs. Prevent roadside dumping of rubbish and only use materials stockpiled on this site for application on non-native sites.
S28 north	Northern end Old Kingstown Road, north of Cameron's Creek	2 km	The high conservation value status of this site remains as the Ironbark-Box-Gum woodland here is a known food source for the endangered Regent Honeyeater. In addition, this site and	Immediate and focussed action would prevent the Coolatai Grass, and possibly African Lovegrass, invading the remaining native vegetation on this roadside site and the adjoining TSR.

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Site ref	Site Name	Length (approx)	Conservation value	Specific Management Considerations
			the adjoining TSR, form a significant part of a vitally important north-south corridor running parallel and to the east of the Nandewar Range, and joining (near Hardens Road) the east-west corridor of remnant vegetation through the S23 Gwydir Park Road site to Mount Yarrowyck. The Box-Gum woodland at the northern end of this site, and on the adjoining TSR, may be a notifiable community. This requires confirmation.	Grading of the roadway should be minimised and all road materials kept on the roadway, not graded to the edge of the road and roadside verge. Where the use of earthmoving machinery is absolutely necessary then properly cleaned machinery should be used and, in turn, it should be cleaned before moving elsewhere. Any works should begin at the outer edges of the road reserve and work towards the roadway. Grassy or scrubby road verges should be the aim, utilising slashers and/or brushcutters, with blowers, to maintain low ground cover and prevent grassy weeds setting seed. Felling or 'pushing up' of trees and shrubs, and the collection of fallen timber should be prevented. Ideally the grazing of domestic livestock should be excluded along this roadside site and adjacent TSR. However, intermittent livestock grazing by weed-free stock during times of drought can be utilised to enhance the health and biodiversity of native grassy woodlands. Livestock should not access areas infested with Coolatai Grass (or African Lovegrass) until these weed populations are under control. Uralla Shire Council work in conjunction with NTLLS staff, local landholders and ecologists (familiar with utilising livestock grazing to manage native woodlands for biodiversity outcomes) so that grazing permits and events occur on a strategic and controlled basis for weed-free livestock trucked to the site.
S28 south	Northern end Old Kingstown Road, south of Cameron's Creek	4 km	The high conservation value status of this site remains, as the Ironbark-Box and Box woodlands here are a known food source for the endangered Regent Honeyeater. In addition, Box woodlands with native understoreys are relatively uncommon in this bioregion and across NSW. This site and the adjoining TSR also form a significant part of an important ecological corridor running north-south parallel and to the east of the Nandewar Range, and joining (just south of Hardens Road) the east-west corridor of remnant vegetation through the S23 Gwydir Park Road site to Mount Yarrowyck. The Box-Ironbark and Box woodlands on and adjoining this site are a known food resource for the endangered Regent Honeyeater, so require protection and help to regenerate for the long-term. White Box-Yellow Box(-Grey	Immediate and focussed action could prevent Coolatai Grass and African Lovegrass invading the remaining native vegetation on this roadside site and the adjoining TSR. All Coolatai Grass, and any African Lovegrass, at this site should be sprayed with appropriate herbicide using a boom spray where these grasses are present in dense/long stands. Smaller areas of Coolatai Grass and African Lovegrass should be spot-sprayed before they get larger or extend further into the adjacent TSR. Repeated spraying will be necessary within a particular growing season and over several consecutive growing seasons, until established plants are dead and seedling recruitment from the seedbank worn out. There is an urgent need to substantially reduce roadside disturbance/maintenance activities and to change the ways machinery is used and managed for road and roadside work. Machinery is the main vector for the introduction and spread of invasive weeds along road ways. To prevent the spread and additional introductions of Coolatai Grass and African Lovegrass, or the introduction of other grassy weeds, the frequency and extent of roadside grading and drainage works at this site should be drastically reduced, or even eliminated, and grading of the roadway minimised. In addition, pull-off bays for vehicles and stockpile sites need to be designated and managed to prevent

Site ref	Site Name	Length (approx)	Conservation value	Specific Management Considerations
			Box) woodland on the adjoining TSR could be 'notifiable'.	weed incursion. Constant vigilance should be applied to surveying for re-occurrence/re-introduction of Coolatai Grass (and African Lovegrass) and containment as necessary. Grassy or scrubby road verges should be the aim, utilising slashers and/or brushcutters with blowers to prevent grassy weeds setting seed. Where the use of earthmoving machinery is absolutely necessary then properly cleaned machinery should be used and, in turn, it should be cleaned before moving elsewhere. Livestock grazing should be excluded from this site, other than for the purposes of assisting the conservation management of this site and the adjoining TSR. Thus only occasional grazing, during winter or drought (when many herbaceous plants are dormant) and with weed-free stock is recommended. Grazing is probably less appropriate for the conservation management of this roadside site (S28south) than for S28north, as the populations of invasive exotic grasses appear larger and more dense at this S28south site– although this needs checking by follow-up surveys. Livestock should not access areas infested with Coolatai Grass (or African Lovegrass) until these weed populations are under control. Uralla Shire Council work in conjunction with NTLLS staff, local landholders and ecologists (who are familiar with utilising livestock grazing to manage native woodlands for biodiversity outcomes), so that grazing permits and events occur on a strategic and controlled basis for clean livestock trucked to the site. In addition, ecological values of the site would be enhanced by leaving fallen timber and shrubbery and preventing the 'pushing up' or felling of trees and shrubs.
S29 (was H26)	Bundarra-Barraba Road	9.7 km	The High Conservation Value status of this site is supported by the presence of relatively healthy Ironbark-Box shrubby woodland on the hilly western section of this site, which is habitat for the endangered Regent Honeyeater. In addition, relatively intact White Box-Yellow Box-Blakely's Red Gum grassy woodland (an Endangered Ecological Community) occurs on the eastern part of the site, with a species-diverse herbaceous component including relatively uncommon species. White Box – Yellow Box Blakeyl's Red Gum Grassy Woodland is an EEC under EPBC and TSC	

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Site ref	Site Name	Length (approx)	Conservation value	Specific Management Considerations
			Iron bark-Box shrubby woodland is preferred habitat for Regent Honeyeater listed under EPBC and TSC.	

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7 Monitoring, Evaluation and Review

Monitoring is an integral component in measuring the success of this RVMP. Monitoring would occur annually, assessing the performance of the RVMP against the following performance indicators:

- Roadside signage installed and maintained for all high conservation value areas.
- Site specific plans for threatened species priority sites prepared and implemented.
- Priority weeds are controlled within high conservation value areas.
- Rehabilitation plans prepared and implemented.
- Environmental assessments (e.g. Review of Environmental Factors) are completed for works impacting on roadside vegetation in high conservation value areas.
- Illegal behaviours in the roadside (habitat removal, rubbish dumping etc.) reduced.

The results of monitoring would be documented in an annual report as part of the Integrated Planning and Reporting Framework which includes annual reporting on the environmental objectives of the Community Strategic Plan.

It is also recommended that roadside environment is periodically assessed (e.g. every five to ten years) to identify any changes in the condition or conservation status of the roadside vegetation. This would also provide a measure of the success of the RVMP in that there should be no deterioration in the overall condition of the vegetation. Following these assessments, the RVMP would be revised to ensure it is up to date and that appropriate management of the roadside environment is being undertaken.

8 Appendices

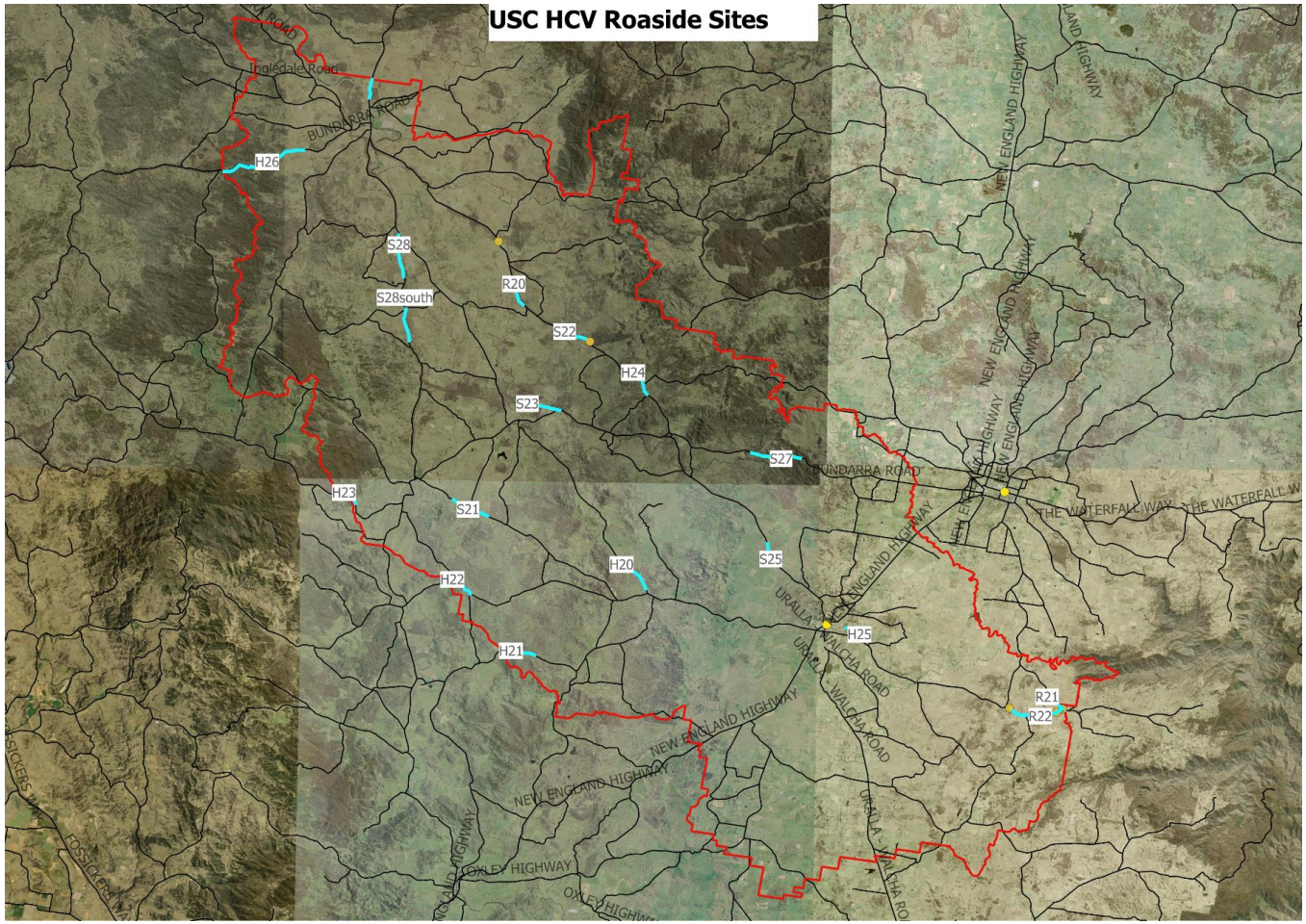
Appendix 1: Sections of USC roadsides with High Conservation vegetation

Site ref (APPENDIX 2)	Site Name	Length (approx)	Start		Finish	
			South	East	South	East
H20	Lindon Road, off Uralla-Kingstown Road	4 km	30° 34. 850	151°18.512	30 36.313	151 19.923
H21	Danehurst / Harwood Road	2.2 km	30° 40.152	151° 13.757	30 39.908	151 12.399
H22	Lana – Retreat Road	2.5 km	30° 35.993	151° 08.862	30 36.701	151 10.121
H23	Warrabah Road, west of Kingstown	0.8 km	30° 33.336	151° 03.373	30 31.659	151 03.715
H24	Uralla-Bundarra Road (thunderbolts Way), east of Chache's Creek	3.3 km	30° 24.265	151° 19.001	30 25.535	151 20.037
H25	Rock Abbey Road	0.4 km	30° 38.759	151° 31.464	30.38.645	151 31.238
R20	Uralla Bundarra Road (Thunderbolts Way), east of Two Mile Creek	2.2 km	30° 19.483	151° 12.636	30 11.894	151 00.804
R21	Armidale – Enmore Road, adjacent to Linfield Road turnoff	0.4 km	30° 43.216	151° 43.091	30 42.978	151 43.366
R22	Linfield Road, between Armidale-Enmore and Armidale-Mihi Road	4 km	30° 43.185	151° 43.318	30 43.339	151 40.604
S20	Uralla-Kingstown Road, just east of "Merilba"	0.6 – 0.7 km	30° 32.187	151° 10.700	30 43.339	151 40.604
S21	Uralla-Kingstown Road	1.1 km	30° 31.401	151° 09.106	30 31.831	151 09.777
S22	Uralla-Bundarra Road (Thunderbolt's Way), east of Basin Creek	3.5 km	30°21.772	151°14.930	30°22.668	151°16.878
S23	Gwydir Park Road	4 km	30°26.452	151°15.086	30°22.668	151°16.878'E
S24	Uralla-Bundarra Road (Thunderbolt's Way), east of Muddy Gully	3 km	30°31.240	151°25.066	30°31.578	151°16.878
S25	Uralla-Bundarra Road (Thunderbolt's Way), Tolley's Gully	0.6 km	30°34.414	151°26.902	30°33.910	151°26.785
S26	Bundarra-Inverell Road, ≈1.8 km North of Gwydir River at Bundarra	1 km	30°08.926	151°04.489	30°08.458	151°04.525
S27	Armidale-Bundarra Road, 'The Pinnacle' and west	5.3 km	30°29.115	151°28.611	30°28.821	151°25.899
S28 north	Northern end Old Kingstown Road, north of Cameron's Creek	2 km	30°16.806	151°06.076	30°18.250	151°06.236
S28 south	Northern end Old Kingstown Road, south of Cameron's Creek	4 km	30°20.798	151°06.566	30°22.545	151°06.721
S29 (was H26)	Bundarra-Barraba Road	9.7 km	30° 13.047	150° 56.346	30 11.894	151 00.804

Other road sections with HCV:

Balala Road for about 5-6 km from the "Balala" entry to approximately 600 m west of Allingham's Road.	The best section being from the gates to the quarry (about 2 km from the Kingstown Rd turnoff) then SW for about 2-3 km.
Uralla-Mihi Road: for the first 2-2.5 km west of the "Mihi" entrance.	This roadside supports a woodland community of high conservation value (including what could be a scar tree), and should be managed to maintain its ecological values.
Hillview Road- east from Uralla-Walcha Road (Thunderbolt's Way) opposite Terrrible Vale Road turnoff:	much of the fenced road reserve for 3-4 km from about 1.5 km east of the Uralla-Walcha Road until the grid into ??"Woodburn" from where the road reserve is no longer fenced
Uralla-Bundarra Road	(Thunderbolt's Way) from Caches Creek to Emu Crossing: contains and adjoins valuable woodland communities (e.g. High Conservation Value roadside and TSR sites R20 and S22). However, the degrees of weed invasion and tree clearing do vary. Conservation management of the roadside length currently signposted as 'Significant Roadside' (from about 3-4 km east of Emu Crossing to the eastern end of site S22) could be managed to conserve a 'core area' of valuable roadside. Management east of S22 to Caches Creek could be at a secondary level, to provide a buffer zone Note: from Caches Creek to the Torryburn Rd turnoff there is also much significant vegetation and this zone could be managed at a tertiary level, to minimise the spread of invasive grasses, despite the devastation caused by roadwork along the S24 site.
Old Kingstown Road	Road Reserve and TSR; from intersection with Gwydir River Road to 1.5/2km south of Hardens Road
Gwydir River Road:	From Bundarra-Uralla Road (Thunderbolt's Way) turnoff, until approximately 1 km south-west of the Old Kingstown Road turnoff. This length of roadside includes some weedy sections but also some valuable White Box-Yellow Box-Blakely's Red Gum Grassy Woodland. It adjoins TSR which supports healthy, probably 'notifiable' Box-Gum woodland communities.

Appendix 2: Maps showing USC HCV roadside vegetation sites



14.3 Public Spaces Legacy Program - Actions and Timeline

Department:	**Infrastructure and Development**	
Prepared By:	**Manager Development & Planning**	
Authorised By:	**Executive Director Infrastrucure & Development**	
Reference:	UINT/23/5852	
LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK		
Goal:	2.	We drive the economy to support prosperity
Strategy:	2.3.	Communities that are well serviced with essential infrastructure

SUMMARY

This report provides a summary of the funding allocation for Pioneer Park under the Public Spaces Legacy Program as well as an action summary and timeline for the projects in their entirety.

Following multiple community consultation steps, Council resolution 10.07/22 adopted the detailed project design for the Pioneer Park project. However, subsequent resolution 36.09/22 and updated resolution 17.04/23 have created conflicting Council directions regarding the spiral path and trees.

Further direction from Council is required on both these elements noting the funding deed obligations. A project change request has been submitted to seek direction from the funding partner in accordance with Council's resolutions.

RECOMMENDATION:

That council note:

1. **The report on the funding allocation for Pioneer Park under the Public Spaces Legacy Program is awaiting determination by the funding partner, including the action timeline for the Public Spaces Legacy Program since inception and the following project change requests to the funding deed:**
    a. **Request for extension of time to 29 September 2023; and**
    b. **Per resolution 36.09/22 and updated by resolution 17.04/23, request for *reallocation of $30,000 from the project for work with Uralla Arts, UTEC and potentially also Arts Northwest to develop the art element and include the spiral pathway, artwork and tree planting in stage 2 of the Pioneer Park project*.**
2. **If the funding partner does not approve the request for project change per resolution 17.04/23, the spiral element will not be constructed, the area will be turfed and there will be no Fibonacci elements under this funding program.**

REPORT

Presently the running budget for the Public Spaces Legacy Program (the Program) provides $394,517 for works in Pioneer Park from the $2,000,000 overall budget for the Program. The $394,517 comprises:

- $341,834 for preliminaries, earthworks, turf and concrete wall / seating wall,
- $22,683 for the spiral path construction (excluding any etching or mosaics); and
- $30,000 for trees.

The approved works under the current funding are those in the endorsed design of July 2022. Council does not have the discretion at this juncture in the project to re-allocate funds to the elements now designated as part of a future stage 2. A Project Change Request has been made to the funding partner for the $30,000 reallocation per resolution 17.04/23. A decision on this is pending. Should this approval not be given by the funding partner, given Council's resolutions since approving the detailed design, the trees and spiral path elements will not be achieved.

A Council decision is yet to be made on trees for Pioneer Park.

Further direction on both the spiral path and trees is required.

The works program is now well behind the Department's schedule, as works were due to be complete by 31 December 2022. Delays in the project delivery have largely been the result of:

- Scope changes and delays in approval,
- Extra consultation,
- Issues with contractor availability,
- Limited responses to tenders and requests for quotes, and
- Delays in supply chains.

For clarity, an action timeline is provided below:

Action summary and timeline

Date	Action
5.8.2020	Program launch.
6.11.2020	Receipt of participation agreement.
1.3.2021	Funding agreements issued to participating councils (not Uralla). Detailed planning & design period for open space project(s) commences.
23.3.22021	Resolution 30.3/21 -That Council: 1. Resolve to undertake the following projects, subject to funding of up to $2,000,000 under the NSW Public Spaces Legacy Program, subject to community consultation on each project: a) Main Street Precinct upgrade b) Fuller Park upgrade c) Pioneer Park upgrade d) The Glen upgrade e) Alma Park upgrade f) Partial implementation of the adopted Pedestrian Access and Mobility Program; and" "2. Authorise the General Manager to execute the pending funding deed keeping project details subject to community consultation and as flexible as possible; and" "3. Undertake further community consultation during the detailed design phase of the projects; and "4. Determine how the operating costs of the new capital works projects be funded as part of future budgets.
30.3.2021	DPE request revised scope.
27.4.2021	Resolution 26.04/21 - That Council:

	1. Subject to funding of up to $2,000,000 under the NSW Public Spaces Legacy Program, undertakes the following projects: a) The Constellations of The South at The Glen, adjacent Rotary Park upgrade and model boating lake, circa $1,500,000; and b) Fibonacci theme at Pioneer Park circa $500,000 " 2. Authorise the General Manager to execute the proposed funding deed; 3. Undertake further community consultation during the concept and detailed design phases of the projects; 4. Include the operating costs of the new capital works projects as part of development of the Long Term Financial Plan.
7.6.2021	Detailed scope of works submission to DPE.
2.7.2021	DPE advises revised proposal is successful.
8.7.2021	Uralla funding agreement signed.
1.8.2021	DPE scheduled commencement of construction.
9.8.2021	Draft design brief completed.
10.8.2021	Amended funding agreement signed by USC.
13.8.2021	Surveys of sites complete.
18.8.2021	Funding agreement executed by DPE (5.5 months after scheduled).
24.8.2021	RFQ issued for design services.
31.8.2021	Community survey results provided to Councillors.
15.12.2021	Concept designs received.
24.12.2021	Resolution 13.12/21 - That Council: 1. Extend the public notice period until 30 January 2022 for the Public Spaces legacy Program projects; and 2. Publicly advertise the projects in the Uralla Wordsworth in the 10 January 2022 edition, Council Website and Facebook and hold a public meeting to talk through the concept options and provide the community with an opportunity for input, before the 31 January 2022; and 3. Present the feedback to Council to support the adoption of the applicable project designs and strategies.
27.1.2022	Community information session.
30.1.2022	Concept designs public exhibition completed.
8.3.2022	Resolution X03.03/22 - "That Council note the Public Spaces Legacy Program Concept Plans report and: I. Endorse the concept plans for: a. The Glen subject to: i. The model boating lake be established with a long reach excavator, no herbicide to be used ii. Establish a panel of community members and councillors to select the Constellation of the South artists within the project budget."

	b. Rotary Park II. Receive confidential copy of the cost estimates and project budget III. A regular project report to Council IV. Approve the project proceeding to preliminary detailed design, V. Further discussions be held with the designer, Uralla Arts and UTEC representatives on the concept plan for Pioneer Park -Fibonacci Park
10.5.2022	Resolution X03.05/22 – That Council: 1. Adopt the Public Spaces Legacy Program Rotary Park detailed design and approve the project proceeding to procurement and construction. 2. Investigate a variation for the inclusion of a dump-ezy point at Rotary Park or an alternate location for Council's consideration within the budget.
20.5.2022	Rotary Park tender issued.
28.6.2022	Resolution 28.6.2022 – I. That Council accept the tender from Wallace Constructions for the refurbishment of Rotary Park in Uralla for $589,792.30 exc. GST. II. That Council progress an investigation a variation for the inclusion of a dump-ezy point at Rotary Park or an alternate for location for Council's consideration within the budget.
26.7.2022	Resolution 10.07/22 - That Council adopt the Public Spaces Legacy Program Pioneer Park and The Glen detailed designs and approve the projects proceeding to procurement and construction subject to: a. The separate decision of Council on tree types following discussion with local stakeholders; and b. The conditions of resolution X03.03/22: i. The Glen: 1. The model boating lake be established with a long reach excavator, no herbicide to be used; and 2. Establish a panel of community members and councillors to select the Constellations of the South artist within the project budget; and ii. A regular project report be provided to Council.
1.8.2022	Commencement of construction now 12 months overdue.
2.8.2022	Pioneer Park tender issued.
26.8.2022	RFQ for Constellations of the South sculptures issued.
7.9.2022	The Glen tender issued.
26.9.2022	Rotary Park construction commences.
27.9.2022	Resolution 36.09/22 – 1) That Council authorise the General Manager to negotiate the tender from Wallace Constructions for the refurbishment of Pioneer Park in Uralla up to the value of $464,678.90 ex GST less the following two components that are to become separable portions: a) Landscape planting component subject to a separate engagement; and

	b) Spiral path subject to a separate engagement. 2) That the addition of the gateway slabs and the ferro cement picnic shelter be added following completion of this contract subject to additional design work and available funds at the completion of all the projects under the Public Spaces Legacy Program.
5.10.2022	The Glen tender closes. One submission received, however well beyond budget.
25.10.2022	Resolution 17.10/22 - That Council: 1. Receive the Public Spaces Legacy Program Works Status update; 2. Nominates Cr Burrows, Cr O'Connor and Cr Toomey and the General Manager (or delegate) and invite Carl Merton and Fay Porter to form the Constellations of the South Sculptures Selection Panel; and 3. Seek a further six month extension of time for the program.
9.11.2022	Pioneer Park construction plans received.
12.12.2022	Extension for The Glen Precinct project approved until 30 June 2023.
31.12.22	Official program end date.
28.2.2023	Resolution 10.02/23 - That Council: 1. Note the Public Spaces Legacy Program and Courthouse Refurbishment Works Update, and; 2. That council not proceed with the "boat pond" section of The Glen precinct within the Public Spaces Legacy Program, despite the best efforts of staff, due to the failure of mechanical methods and lack of support for aquatic herbicide method of reed removal. 3. Resolve to adopt an amended plantings list for Pioneer Park after discussion at a workshop. 4. Endorse the kitchen servery/bar to be located to the room closest to the back exit and new toilets in the centre of the external courtyard area (replacing old toilets).
16.3.2023	RFQ for Constellations of the South sculptures reissued.
4.4.2023	Project change request submitted for Pioneer Park.
26.4.2023	Resolution 17.04/23 - That Council: 1. That Council: 1. Note the Public Spaces Legacy Program and Courthouse Refurbishment Works Update; and 2. Receive a report to the May 2023 Ordinary Meeting about the funding allocation and costings of the Public Spaces Legacy Program in relation to Pioneer Park; and 3. Direct the General Manager to: a. comply with Part 1, i) and ii) of Resolution 36.09/22, and treat the landscape planting component and spiral pathway as separate engagements; and b. allocate the $30,000 from the item noted in the information circulated to Councillors on the 19th April 2023 marked Confidential to the development of a project plan for Stage 2; and c. work with Uralla Arts, UTEC and potentially also Arts Northwest to develop the art element and include the spiral pathway, artwork and tree planting in stage 2 of the Pioneer Park project; and

	d. work with Arts Northwest to complete the remaining artwork for The Glen.
5.5.2023	Project change requests submitted for The Glen and Pioneer Park.

CONCLUSION

Delivery of projects under the Public Spaces Legacy Program is now well behind schedule, and the projects funded under the Program may not be completed by the current 30 June 2023 deadline. Requests for a further time extension and a project change have been made per Council resolution 36.09/22 and as updated by resolution 17.04/23.

COUNCIL IMPLICATIONS

Community Engagement/Communication

Consultation with the community has been undertaken.

Policy and Regulation

Grant funding agreement
Procurement Policy
State Environmental Planning Policy (Transport and Infrastructure) 2021 (NSW)
Local Government Act 1993 (NSW)
Local Government (General) Regulations 2021 (NSW)

Financial/Long Term Financial Plan

Council has resolved to determine how additional operating costs are to be funded as part of future budgets.

Asset Management/Asset Management Strategy

Council's asset registers are updated periodically to capture upgraded and new assets and the associated impact upon depreciation.

Workforce/Workforce Management Strategy

Consultants, contractors and Council staff.

Legal and Risk Management

Time. The program has a very tight delivery timeframe at this stage. *High risk.* A further project change request for additional time has been submitted to manage this risk.
Financial. Project expenditure to date is in accordance with the approved designs and funding deed – *low risk.*
Quality. Elements of the project may not meed the original approved design and funding deed obligations – *medium risk* - a project change request has been submitted to the funding partner – if approved this risk is reduced to low.
Public relations. Not having construction in Pioneer Park in accordance with the adopted detailed designs may create wider dissatisfaction in the community – *medium -high risk.*

Performance Measures

Funding deed (including timing and scope) compliance.

Construction meets approved design outcomes.

Project Management

Overall project management by Council staff. Plans, procurement documentation, consultation and compliance by design consultants.

14.4 Works Progress Report - May 2023

Department:	**Infrastructure and Development**
Prepared By:	**Executive Manager Civil Infrastructure**
Authorised By:	**Executive Director Infrastrucure & Development**
Strategy:	2.3. Communities that are well serviced with essential infrastructure
Attachments:	1. Capital Works Program as at the 2nd May

SUMMARY

The purpose of this report is to inform Council of the works that have progressed or been completed during the period between the last report and 2 May 2023, and the works that are scheduled to be undertaken over the coming months.

RECOMMENDATION

That Council note the Works Progress Report as at 02 May 2023.

REPORT

Works Undertaken Since March 2023:

Main Road Maintenance	
MR73 Thunderbolts Way (Walcha), Thunderbolts Way and Bundarra Road	Drainage from Dawkins Street to Sport and Recreation Club.

Sealed Roads Maintenance	
Arding Road and Hawthorne Road Shoulders on Gostwyck Road	Pothole patching, and table drainage maintenance, shoulders and roadside slashing.

Unsealed Roads Maintenance Grading	
Complete grading Retreat Road, Danehurst Road Completed gravelling Hill Top Lane, Burnet street Bundarra Commence grading Bendemeer Road, Hillview Road, Looanga Road Commenced grading and gravelling Bendemeer Road, Gostwyck Road	Maintenance grading
Green Gully Road, Barraba Road, Retreat Road, Gap Road, Talisker Road, Rifle Range Road, Karingal Road, Bendemeer Road, Camerons Creek Road, Karingal Road	Fix washouts and gravel patch flood damage repairs.

Construction	
Hawthorne Drive Stage 2	Construction complete.
Gostwyck Road	Started Construction

Bridge / Sign	
Yarrawyck Crossing Causeway	Flood repair complete
Rural roads	flood damage repair

Town and Parks	
Uralla	Water meter reading
	Weed spraying and mowing
	Vegetation control
	Tree removal Rotary Park
Bundarra	Mowing and weed spraying
	Water meter reading
	Urban drainage maintenance

Works Scheduled To Be Undertaken In April 2023:

Regional Sealed Road Maintenance
Heavy patches Mr73 Walcha and Mr73 Bundarra side Mr 124 Shoulders MR73 North from Lone Pine Bridge to the Sports Club

Rural Sealed Roads Maintenance	
Completed Arding Road and Hawthorne Drive	Bitumen patching,

Bridge/Sign	
Roman Street	Kerb and gutter construction is to recommence to finished the section which is partially completed, this will involve the reconstruction of laybacks at driveways and installation of drainage.
Bundarra pedestrian bridge	Complete

Construction	
Dog Trap Road	Causeway renewal - Complete

Town Area
General maintenance and up-keeping, mowing, slashing, reserves, parks, footpaths and cemeteries, Uralla and Bundarra. Completed Drainage in Bundarra

The following road projects are confirmed as funded and are scheduled to be undertaken/completed in coming months:

Project: Hawthorne Drive Stage 2 Construction
Funded: Fixing Local Roads and Local Roads and Community Infrastructure Grants
Completed.

Project: Gostwyck Road Rehabilitation (2 Projects)
Funded: Local Roads & Community Infrastructure (LRCI – Phase 3)
Local Roads & Community Infrastructure (LRCI) 25% /Fixing Local Roads (FLR) 75%
Works on Gostwyck Road commenced in April and should be substantially completed by the end of July

Project: Heavy Patching Rural Roads
Funded: Fixing Local Roads and Local Roads and Community Infrastructure Programs
Works on Gostwyck Road Rehabilitation under this round of program are underway. Works on Kingstown Road, and Northeys Road is completed. Gostwyck Road commenced in March.

Project: Road Safety Program - School Zone Infrastructure Sub Program
The outstanding resurfacing of the road with asphalt has been programmed to be completed in May 2023.

Fixing Local Roads - Pothole grant funding
Uralla Shire Council was successful in being awarded $316,306.28 grant funding under this program. It has been specifically designed to address the persistent wet conditions and the level of potholes that are prevalent in many of Council's roads. This was awarded on a pro rata based on the length of roads maintained by each individual council.

Regional and Local Roads Repair program
Uralla Shire Council was Successful in being awarded $1,679,408 grant funding under this this program.

Restart NSW Fixing Country Roads Round 6
Council was successful in being awarded $3,942,782 for Thunderbolts Way. The three projects for this grant are Scrubby Creek, Two Mile Creek, and Laura Creek segments. This program is to commence after August 2023.

Local Roads and Community Infrastructure program
Council has recently received notification that funding under this program will be provided to Council. The funding is to be provided under two parts. Part A $596,106 for local roads and/or Community Infrastructure. Part B $343,847 for Roads only. Access to funding will be in the new Financial Year.

Pathway extension grant fund
Council has secured a $50,000 grant from the State Government to extend a shared pathway on Plane Avenue to the sports complex. The grant will compliment works already undertaken and see a further extension of the 1.7-kilometre 2.1-metre wide shared pathway from King Street via Maitland Street and Plane Avenue to the Uralla Sports Complex.

Natural Disaster Declaration
Uralla Shire Council has been declared as a Natural Disaster Area as part the latest advice from Transport for NSW. Council officers carried out inspections of damaged infrastructure with representatives from Transport for NSW, to validate the authenticity of Council's claim. Council staff will be required to compile photos and locations and estimates of the work for preliminary programming and payment. Estimated cost of repairs is in excess of $2million. Advance payment of $1million has been received by Council.

Generally over the last four months Uralla Shire Council operational teams have focused on repair urgent of works to keep roads trafficable. In some cases where Council crews have been unable to attend additional contractors have been brought in to accelerate the completion of the works. It has been programmed and additional teams will rectify as many affected locations as practically possible.

The attached spreadsheet has been developed to monitor the progress of the capital works program and identify potential under or over expenditures and carry overs within the program so that road maintenance and renewal can be smoothly optimised within each year's approved budget.

CONCLUSION
The works progress report provides Council with information on the works progressed or completed to 02 May 2023, and the works in progress scheduled over the May period.

COUNCIL IMPLICATIONS

Community Engagement/Communication
Weekly posts to Council's Facebook and internal weekly Councillor Bulletin keeps the community and councillors informed of progress.

Policy and Regulation
Procurement Policy
Transport Asset Management Policy

Financial/Long Term Financial Plan
Attachment 1 is a tabulated Draft Capital Works Program, which details the funding source, programming aspects and any particular comments with regard to the progress of the project.

Asset Management/Asset Management Strategy
In accordance with Asset Management Plan and condition assessment report.

Workforce/Workforce Management Strategy
Council staff and contractors.

Legal and Risk Management
Local Government Act 1993 (NSW)
Roads Act, 1993 (NSW)
Work Health & Safety Act 2011 (NSW)
Environmental Planning & Assessment Act 1979 (NSW)
Maintaining Council assets and improving safety to minimise legal and risk exposure.

Performance Measures
Works completed to appropriate standards.

Project Management
Manager of Civil Infrastructure, Executive Manager of Civil Infrastructure, Overseer and Executive Director Infrastructure.

CAPITAL WORKS PROGRESS REPORT AS AT 2 MAy 2023 .

Works to be undertaken	Location Details	Work Order	Amount budgeted	Funding	Actual Costs to date	YTD Expenditure to 02/5/2023	Duration	Actual/Expected commencement date	Expected Finish date	Current % Complete	Resourcing	Comments
Renewals												
Reseals												
Reseals - Urban	Duke Street, Uralla - Chainage from 0 to 1160m				-	-	4 days			0%	USC Mgmt+ Staff + Plant,contracted sprayer truck and bitumen suppply and aggregate	
	Prince Avenue, Uralla 0 to 200m		$53,268	Road to Recovery	-	-	4 days			0%		
	Brown Street, Bundarra 0 - 194m				-	-	4 days			0%		
	Court Street, Bundarra - Bendemeer Street to Caravan Park end				-	-	4 days			0%		
Reseals - Rural - Program	Barleyfields Rd 0 - 1780m				-	-	5 days			0%	USC Mgmt+ Staff + Plant,contracted sprayer truck and bitumen suppply and aggregate	
	Bilga Rd 0 - 1650m				-	-	5 days			0%		
	Gwydir River Road (0 at Thunderbolts Way) 4,000 -10,100m (TBC)		$318,614	Road to Recovery	-	-	5 days			0%		
	Gowings Road 0 - 500m				-	-	5 days			0%		
	Kingstown Rd 7,000 - 7,500m				-	-	5 days			0%		
	Pinegrove Rd 4,300 - 5,300m				-	-	5 days			0%		
	Total reseal expenditure:		$371,882		$0	$0						
Rehabilitation - Sealed Rural Roads												
Northeys rehab and seal to 7m wide	Chainage:2,500 - 3,250m	2068	$212,232	Local Roads & Community Infrastructure (LRCI) 25%, $53,058/Fixing Local Roads (FLR) 75%, $159,174	$65,492	$56,474	106 days	Jul-22		95%	USC Mgmt+ Staff + Plant, contracted specialist subcontractors for stabilisation part service and materials supply. Minor specialist subcontractor component.	Completed
Northeys rehab and seal to 7m wide	Chainage: 1,000 - 1,500m	2095	$134,752	Local Roads & Community Infrastructure (LRCI) 25%, $33,688 /Fixing Local Roads (FLR) 75%, $101,064	$7,864	$7,864					USC Mgmt+ Staff + Plant, contracted specialist subcontractors for stabilisation part service and materials supply. Minor specialist subcontractor component.	Completed
Northeys rehab and seal to 7m wide	Chainage: 1,500-2,500m	2096	$277,585	Local Roads & Community Infrastructure (LRCI)	$53,339	$53,339					USC Mgmt+ Staff + Plant, contracted specialist subcontractors for stabilisation part service and materials supply. Minor specialist subcontractor component.	Completed
Gostwyck rehab and seal to 7m wide	Chainage: 8,250-9,250m	2242	$277,585	Local Roads & Community Infrastructure (LRCI)	208			Mar-23	May-23	0%	USC Mgmt+ Staff + Plant, contracted specialist subcontractors for stabilisation part service and materials supply. Minor specialist subcontractor component.	
Gostwyck rehab and seal to 7m wide	Chainage: 2,000-2,250, 2,500-3,750, 5,250-5,750, 6,250-6,750m.	2243	$410,992	Local Roads & Community Infrastructure (LRCI) 25%, $177,870/Fixing Local Roads (FLR) 75%, $533,610	$4,537	$4,537	30 days	Mar-23	July	0%	Project split in 1/2. USC Mgmt+ Staff + Plant,contracted specialist stabilisation and supply of materials. Other 1/2 Specialist stabilisation full service contractors.	Surplus funding due to additional amount in application. See item 4 Other Projects
Kingstown Road rehab	Chainage: 18,200-19,000m	2066	$252,330	Local Roads & Community Infrastructure (LRCI)	$232,721	232,367		Apr-23	May-23		Complete	
	Total Rehabilitation - expenditure: sealed Rural Roads		$1,565,476		$364,161	$354,581						

Rehabilitation - Sealed Urban Roads												
Uralla Street, Uralla asphalt overlay	Park Street to Salisbury Street and Square; Chainage 10 to 239m	2097			-	-				0%	Specialised contractor full service.	Funding to be determined, Fixing Local Roads to be contacted with regard to underspend, also review of Roads to Recovery expenditure
King Street, Uralla asphalt overlay	McMahon to Maitland Chainage 330-600m	2098			-	-				0%	Specialised contractor full service.	Funding to be determined, Fixing Local Roads to be contacted wrt underspend, also review of Roads to Recovery expenditure
Salisbury Street; Uralla, asphalt overlay	Gostwyck Road to Duke Street. Chainage 110 - 250m		$40,880	Roads to Recovery	-	-	3 days	May-23	May-23	0%	Specialised contractor full service	
Salisbury Street, Uralla, asphalt overlay	Bridge Street to Queen St, Chainage 500 -750m		$73,000	Roads to Recovery	-	-	3 days	May-23	May-23	0%	Specialised contractor full service	
	Total Rehabilitation - expenditure: sealed Urban Roads		$113,880		$0	$0						
Rehabilitation - Regional Roads												
Thunderbolts Way	Thunderbolts Way (Fairview Segment) 18.3km - 19.7km		$344,292	RMS Block Grant $268,000/RMS Suplementary $76,000	$0	$0		Apr-23	Jun-23	0%	Specialised contractor full service	Tender Called
	Thunderbolts Way (Tarana Hill Segment) 16.6km - 17.6km - Repair program		$368,296	RMS Block Grant $184,148/RMS Repair Program $184,148				Apr-23	Jun-23		Specialised contractor full service	Tender Called
	Total Rehabilitation - expenditure: Regional Roads		$712,588									
Upgrading												
Hawthorne Drive Stage 2	Chainage: 2.2-5.3km, 3.1km in total	1950	$1,391,000	Fixing Local Roads 75%, and Local Roads & Community Infrastructure 2, 25%	$1,150,724	$770,656	200 days	Feb-23	Mar-23	100%	USC Mgmt+ Staff + Plant, contracted specialist subcontractors for stabilisation part service and materials supply.	Total available from funding providers $1,391,000.
Tolleys Gully Bridge -New bridge access road & approaches, Thunderbolts Way	Chainage 10,000 - 10,800m	1954, 1233, 2115		(GLE Restart funds expended)	$1,471,952					100%	USC Mgmt+ Staff + Plant, contracted specialist subcontractors for stabilisation part service. Sealing by USC.	Expenditure to date $1,194,513 exceeds grant of $1.1M. Budget reallocated ($268,000) from Block Grant as per USC Res 15.09/22 to finish works. Project completed $272,644. Total Project Cost $1,471,952
Kerb & Gutter Roman Street, Uralla Cul-de-sac	Chainage 0 - 250m	1936	$70,600	Federal Assistance Grant Scheme (Partial over from 2021/22)	$63,412	$55,373	171 days	Dec-22	May-23	45%	USC Mgmt+ Staff + Plant, contracted specialist subcontractors for kerb pour and materials supply.	There is an additonal $62,560 in cash reserves for this work giving a total of $133,160 available for expenditure in 2023.
	Total Upgrading - expenditure		$1,461,600		$2,686,088	$826,029						
Resheeting												
Unsealed Rural Roads (WO - various)	Various unsealed roads		$634,769	Federal Assistance Grants Scheme ($524,425), Local Roads & Community Infrastructure ($110,344)	84,079	-	60 days	Jan-23	Jun-23	15%	USC Mgmt+ Staff + Plant,and locally won materials.	
Unsealed Regional Roads	Barraba Road, Bundarra		$20,000	RMS Block Grant	-	-	7 days	Apr-23	Jun-23	0%	USC Mgmt+ Staff + Plant,and locally won materials.	
	Total Resheeting - expenditure		$654,769		$84,079	$0						
Other Projects												
Stormwater works			$33,037									Works not currently scheduled
Share Cyclepath			$79,000					Apr-23	May-23	0%		
Road Safety			$10,000									Works not currently scheduled
School Zone Infrastructure	St Josephs Public School Wood Street Uralla, Uralla Central School Parks Street Uralla, Bundarra Central School Bowline Street Uralla	1975,1976, 1977		(Federal Road Safety School Zone Program) (Carried over from 2021/22)	$120,228	120,228	129 days	Jan-23	May-23	90%	USC Mgmt+ Staff + Plant, contracted specialist subcontractors for kerb pour and materials supply.	Programmed for May completion
	Total Others - expenditure		$422,525		$120,228	$120,228						
	Overall Total:		**$5,302,720**		**$3,254,556**	**$1,300,838**						

14.5 Local Government Remuneration Tribunal's Determination for Mayor and Councillors' Remuneration 2023-2024

Department:	**Corporate & Community**
Prepared By:	**Executive Support Officer**
Authorised By:	**Executive Director Corporate & Community**
Reference:	UINT/23/6132
Attachments:	1. Local Government Remuneration Tribunal Annual Determination 2023 ⇩
LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK	
Goal:	4. We are an independent shire and well-governed community
Strategy:	4.3. An efficient and effective independent local government

SUMMARY

The purpose of this report is to address the recent determination of the NSW Local Government Remuneration Tribunal which determined an increase of 3% to mayoral and councillor fees for the 2023-24 financial year, with effect from 1 July 2023.

The Tribunal is required to determine the remuneration categories of councils and mayoral offices at least once every three years under section 239 of the *Local Government Act 1993.* The Tribunal undertook a review of the categories as part of its 2023 determination.

Council should fix the fee for councillors and the Mayor within the permissible parameters:

- Councillors fee – $9,850 – 13,030
- Mayoral fee - $10,490 – 28,430

The recommendation proposes a 3% increase on the current fees.

RECOMMENDATION

That Council:

i. Fix the 2023-2024 fee payable to Councillors at $11,977 ; and

ii. Fix the 2023-2024 fee payable to the Mayor at $21,581 (additional to the fee paid to the Mayor as Councillor).

REPORT

The Local Government Remuneration Tribunal (the Tribunal) is constituted under Chapter 9, Division 4 of the Local Government Act 1993 (the Act). The Tribunal is required to make annual determinations on the categorisation of each Council, County Council and Mayoral office for the purpose of determining the minimum and maximum fees payable to Councillors, members of County Councils and Mayors in each category.

The Tribunal has made a determination pursuant to s241 of the *Local Government Act 1993,* of the annual fees to be paid to Councillors and Mayors effective on and from 1 July 2023.

The Tribunal has determined an increase of 3% to Mayoral and Councillor fees for the 2023-2024 financial year, with effect from 1 July 2023. In calculating the proposed fees in the recommendation, this increase has been added to the current fees paid to Councillors and the Mayor.

Sections 248 and 249 of the *Local Government Act 1993* require Councils to fix and pay an annual fee based on the Tribunal's determination for the 2023-2024 financial year.

Uralla Shire Council is recognised as within the Rural Category.

For the 2023-2024 financial year, annual fees payable to Councillors in the Rural Category range from a minimum of $9,850 to a maximum of $13,030, and an additional annual Mayoral fee from a minimum of $10,490 to a maximum of $28,430.

For 2022-2023 financial year Council fixed the payments at (Minute Number 17.06/22):

a) For Councillors $11,628 p.a.
b) Additional for Mayor. $20,952 p.a.

A Council may pay the Deputy Mayor (if there is one) a fee determined by the Council for such time as the Deputy Mayor acts in the office of the Mayor. The amount of the fee so paid must be deducted from the Mayor's annual fee. There is no proposal to pay a fee to the Deputy Mayor.

A Council cannot fix a fee higher than the maximum amount determined by the Tribunal. If a Council does not fix a fee, the Council must pay the minimum fee determined by the Tribunal.

The Tribunal's Annual Determination is included in the Attachment.

CONCLUSION

It is recommended that Council increase Mayor and Councillors' Remuneration by 3% in line with the Local Government Remuneration Tribunal's determination.

COUNCIL IMPLICATIONS

Community Engagement/Communication

In its determination, the Tribunal has acknowledged the issues raised in submissions about the remuneration received by mayors and councillors, including a lack of diversity in representation, the changing nature of work required to be undertaken and changed community expectations.

Policy and Regulation

Local Government Remuneration Tribunal's Determination

Sections 241, 248 and 249 of the *Local Government Act 1993.*

Financial/Long Term Financial Plan

The draft 2023-2024 budget had accounted for the proposed increase of 3%

Asset Management/Asset Management Strategy

Not applicable

Workforce/Workforce Management Strategy

Not applicable

Legal and Risk Management

The risks associated with the adoption of the 2023/24 Mayor and Councillor Allowances have been identified as low.

Performance Measures

The Tribunal has determined an increase of 3% to Mayoral and Councillor Fees for the 2023/24 financial year, with effect from 1 July 2023.

Project Management

Manager Finance and IT

Local Government Remuneration Tribunal

Annual Determination

Report and determination under sections 239 and 241 of the Local Government Act 1993

27 April 2023

NSW GOVERNMENT

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Executive Summary

The *Local Government Act 1993* (the LG Act) requires the Local Government Remuneration Tribunal (the Tribunal) to report to the Minister for Local Government by 1 May each year on its determination of categories of councils and the maximum and minimum amounts of fees to be paid to mayors, councillors, and chairpersons and members of county councils.

Categories

Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years.

In accordance with the LG Act the Tribunal undertook a review of the categories and allocation of councils into each category as part of this review.

Accordingly, the revised categories of general purposes councils are determined as follows:

Metropolitan	Non-Metropolitan
Principal CBD	Major Regional City
Major CBD	Major Strategic Area
Metropolitan Major	Regional Strategic Area
Metropolitan Large	Regional Centre
Metropolitan Medium	Regional Rural
Metropolitan Small	Rural Large
	Rural

Fees

The Tribunal determined a 3 per cent per annum increase in the minimum and maximum fees applicable to each category.

For the new categories, the Tribunal has determined fees having regard to the relevant factors and relativities of remuneration ranges for existing categories.

Twenty six (26) councils are recategorised into a higher existing category or placed in a new category.

Section 1 – Introduction

1. Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years. The Tribunal last undertook a significant review of the categories and the allocation of councils into each of those categories in 2020.
2. Section 241 of the LG Act provides that the Tribunal determine the maximum and minimum amount of fees to be paid to mayors and councillors of councils, as well as chairpersons and members of county councils for each of the categories determined under section 239.
3. Section 242A(1) of the LG Act requires the Tribunal to give effect to the same policies on increases in remuneration as those of the Industrial Relations Commission.
4. The Tribunal can also determine that a council can be placed in another existing or new category with a higher range of fees without breaching the Government's Wages Policy as per section 242A (3) of the LG Act.
5. Natural disasters have a significant impact on the way mayors in particular work. There is an increase on time demands from the community, and media during these events as well as an increase in workloads. Whilst it is worth noting these issues, it is not within the Tribunal's authority to determine additional remuneration in recognition of the increasing demands on a mayor's time for these events.
6. The Tribunal's determination takes effect from 1 July each year.

Section 2 – 2022 Determination

7. In 2022, the Tribunal received eight (8) submissions, which included five (5) requests for recategorisation. Three of these requests sought the creation of new categories.

8. The Tribunal found that the current categories and allocation of councils to these categories remained appropriate but noted that some councils may have a case for recategorisation at the next major review of categories in 2023.

9. The Tribunal determined that fees would increase 2 per cent in the minimum and maximum fees applicable to each category from 1 July 2022.

Section 3 – 2023 Review

2023 Process

10. The Tribunal's annual review commenced in October when it wrote to all councils inviting submissions regarding fees, categorisation and any other general matters. The invitation noted that it is expected that submissions are endorsed by the respective council.

11. The Tribunal also wrote to the President of Local Government NSW (LGNSW) inviting a submission.

12. The Tribunal received 18 written submissions, of which 15 were from individual councils, 1 submission from LGNSW, 1 from Australian National University academic, Associate Professor Tanya Jakimow, and 1 from the United Services Union (USU).

13. The Tribunal notes that 12 of the 15 council submissions were endorsed by the representative councils.

14. The Tribunal acknowledges and thanks all parties for their submissions.

15. Noting its comments in its reports of 2021 and 2022, the Tribunal met Central NSW Joint Organisation member representatives in Orange, and Far South West Joint Organisation member representatives in Broken Hill. The Tribunal also gave an overview of its work to a meeting of the Country Mayors' Association in Newcastle. While in Broken Hill the Tribunal met with LGNSW representatives.

16. The Tribunal and Assessors met as required to discuss submissions, review category criteria and allocation of councils

Categories

17. Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every three years. The Tribunal last reviewed the categories in 2020.

18. In determining categories, the Tribunal is required to have regard to the following matters that are prescribed in Section 240 of the LG Act:

    - *the size of areas;*
    - *the physical terrain of areas;*
    - *the population of areas and the distribution of the population;*
    - *the nature and volume of business dealt with by each council;*
    - *the nature and extent of the development of areas;*
    - *the diversity of communities served;*
    - *the regional, national and international significance of the council;*
    - *such matters as the Remuneration Tribunal considers relevant to the provision of efficient and effective local government; and*
    - *such other matters as may be prescribed by the regulations.*

19. The 2020 Determination established the following categories:

Metropolitan	Non-Metropolitan
Principal CBD	Major Regional City
Major CBD	Major Strategic Area
Metropolitan Large	Regional Strategic Area
Metropolitan Medium	Regional Centre

Metropolitan Small	Regional Rural
	Rural

20. For its 2023 review, the Tribunal undertook an extensive examination of the categories, criteria and allocation of councils into each of the categories.

21. The Tribunal examined statistical and demographical data, with population data sourced from Australian Bureau of Statistics (ABS) 2021 Census (the latest available data).

22. Having regard to section 239 of the LG Act, information examined and provided through submissions, the Tribunal has determined the categories of general purpose councils as follows:

Metropolitan	Non-Metropolitan
Principal CBD	Major Regional City
Major CBD	Major Strategic Area
Metropolitan Major	Regional Strategic Area
Metropolitan Large	Regional Centre
Metropolitan Medium	Regional Rural
Metropolitan Small	Rural Large
	Rural

23. In reviewing the current model, the Tribunal sought to improve consistency of criteria.

24. In examining the criteria for each of the categories, the Tribunal is of the view that non-resident population criteria should also be included for consistency in the following categories:

- Major Strategic Area
- Regional Strategic Area
- Regional Centre
- Regional Rural

25. Three (3) councils will be reclassified as a result of meeting criteria thresholds into an existing category.

26. The Tribunal has determined the creation of two (2) new categories, being Metropolitan Major and Rural Large.

27. In determining the 2 new categories the Tribunal gave significant consideration to section 239 of the LG Act, statistical data, the existing categories and relativities between each category.

28. It was determined that the existing Rural category did not differentiate between large and small rural councils, in population, size, and terrain. Evidence demonstrated that a number of Rural councils are large in geographic area, requiring great distances to be covered. The Tribunal also examined a range of data that it believes goes to the delivery of efficient and effective local government.

29. Hence a new category Rural Large is created. The determination is amended to reflect the new category and criteria that includes a population greater than ten thousand, and a councillor to resident ratio of 1 to 1200. The Tribunal notes there are a number of Rural councils on the cusp of this new category.

30. The revised category also shows more clearly the differences for large rural and remote councils. It is becoming apparent these councils require

different considerations regarding the role Mayors and Councillors in servicing the community across such large distances.

31. Evidence reviewed established the need to differentiate between some Large Metropolitan councils. Comparison data reviewed included population, operating revenue, and submission evidence relevant to section 239 of the LG Act. This examination further exposed the gap between Metropolitan Large and Major CBD categories, thus resulting in the Tribunal establishing a new category to bridge the gap.

32. The determination is amended to reflect a new category, Metropolitan Major, with a population criteria threshold of 400,000 (including non-resident).

33. Accordingly, the Tribunal has identified a number of councils that will be recategorised into these new categories.

34. Given the relativities in population threshold criteria, the Tribunal is of the view that the population criteria for Regional Strategic Area be adjusted from 200,00 down to 100,000.

35. As a result, three (3) councils will be reclassified as Regional Strategic.

36. Whilst the Tribunal did explore additional criteria points that may go to efficient and effective local government, within the bounds of statutory provisions no further changes to the criteria could be determined in this review.

37. The category County Councils remain unchanged, retaining the categories of Water and Other.

38. ***Appendix 1 Criteria that apply to categories*** has been amended to reflect changes outlined above.

Submissions Received – Categorisation

39. Nine (9) submissions received from councils requested recategorisation and five (5) of these requested the creation of new categories.

40. A summary of matters raised in submissions and the Tribunal's consideration of those matters is outlined below

Request for New Categories

41. Requests were received for the creation of new categories namely, Metropolitan Large Growth Area, Metropolitan Major, Metropolitan Medium Growth and Regional Growth.

42. Blacktown City Council again requested the creation of a new category, Metropolitan Large - Growth Area. Council stated its current categorisation in Metropolitan Large "*does not reflect the complexities of servicing their rapid rate of growth and economic influence*".

43. Blacktown City Council contends that a new category would allow a criteria to be set that reflects:

    - Size
    - Rate of growth
    - Economic influence
    - Operational budget

- Complexities of remaining financially sustainable whilst maintaining services and providing new infrastructure

44. Penrith Council reiterated previous submissions, again requesting the creation of a new category, Metropolitan Large Growth Centre. Council argues they are unique compared to other similar sized councils, providing significant regional services to Greater Western Sydney.

45. Penrith Council contends its claim for creation and inclusion in a new category is enhanced through their leading role in the region demonstrating the exponential growth that will occur in the Penrith Local Government area. Councils submits they are playing a leading role in several significant city-shaping projects and initiatives such as:

    - Western Sydney Airport
    - Western Sydney Priority Growth Area
    - Penrith Health and Education Precinct
    - The Greater Sydney Commission District planning process
    - National Growth Areas Alliance
    - Sydney Science Park
    - Defence Industries Precinct and
    - South Creek Corridor

46. While the Tribunal understands that areas of Western Sydney are developing rapidly, not least with the new airport and associated infrastructure it is not persuaded to create a new category, Metropolitan Large - Growth Area/Centre. These councils are experiencing growth and will in the future have populations of residents and non-residents that meet the thresholds for recategorisation. It is not within the Tribunal's legislative

remit to anticipate growth. However as dealt with earlier in this determination, the Tribunal acknowledges the need for a new Metropolitan category to reflect increasing population and bridge gap between current categories, Metropolitan Large and Major CBD.

47. Canterbury Bankstown Council proposed the creation of a new category, Metropolitan Major, that would sit in between current category of Metropolitan Large and Major CBD.

48. Council based its argument for a new category on the following grounds:

- Categories need to have consistent criteria
- A new category of Metropolitan Major would capture increased population and workloads post amalgamation process
- New criteria should be based on population size and councillor to resident ratio
- Councils size, with a current population of 372,322 across five wards
- Population and distribution of population
- Councils' area and physical terrain
- Diversity of communities served
- Nature and volume of business dealt with by Council

49. Council proposed a new criteria could include population threshold and councillor to resident ratio, with thresholds being 350,000 and 1 to 24,000.

50. The Tribunal considered the suggested criteria of a councillor to resident ratio for all categories. Whilst the Tribunal has included this criteria for

Rural Large category, it has not included it for all categories. It may warrant further consideration for other categories in future reviews.

51. The Tribunal is persuaded to include a new category, Metropolitan Major, with a population criteria threshold of 400,000 in the determination.

52. Camden Council's submission requests the creation of a growth category for Metropolitan Medium councils. They argue the proposed new category would allow criteria to be established to better reflect their growth rate, economic influence and complexities involved in servicing growth.

53. Council proposes the new category be called Metropolitan Medium – Growth Area. Council submits that its inclusion into this new category is based on the following:

    - Population growth
    - Development corridors
    - Growing assets and major infrastructure
    - Major services and institutions

54. The Tribunal has already determined a new metropolitan category, taking into account population and relatives in population between existing categories. It is not persuaded to include another new metropolitan category.

55. Maitland City Council requested the creation of a new category, Regional Growth Area to bridge the gap between Regional Centre and Regional Strategic.

56. Council based its argument for a new category on the following grounds:

- Maitland is the fastest growing regional city in NSW
- significant role in accommodation growth
- Council being an emerging health centre, with the $470 million investment in the new Maitland Hospital
- Significant role in delivery of state goals, including Greater Newcastle Metropolitan Plan 2036 and a state partner in infrastructure delivery including roads and facilities

57. Council also contends the current categorisation model for non-metropolitan is inadequate. It argues that the application of the population criteria is flawed as increments initially rise by 20,000 before leaping up by 160,000.

58. The current population criteria thresholds for non-metropolitan councils are outlined in the table below:

Category	Population Criteria
Rural	<20,000
Regional Rural	>20,000
Regional Centre	>40,000
Regional Strategic Area	>200,000
Major Strategic Area	>300,000

59. The Tribunal has considered the issues raised in Council's submission but is not persuaded for reasons noted earlier for anticipation of growth versus actual population, to create a new category, Regional Growth Area.

60. The Tribunal acknowledges the point made in Council's submission regarding incremental increases for non-metropolitan categories population criteria.

61. As outlined earlier the Tribunal has determined to change the population criteria for Regional Strategic from 200,000 to 100,000. This will result in Maitland Council being reclassified.

Requests for Recategorisation

62. The Tribunal received four (4) requests for recategorisation. Liverpool, Byron, Tweed and Burwood Councils put forward individual cases for recategorisation for the Tribunal's consideration.

63. A summary of council's requests and the Tribunal's findings are outlined in the paragraphs below.

64. Liverpool Council requested to be reclassified from their current classification of Metro Large to Major CBD category. Liverpool Council's case to be included in Major CBD category is based on the following grounds:

- Population forecast to grow by 59.23% in the next 20 years from 242,817 to 386,646
- A GDP estimated at $13.03 billion, with 91,000 jobs in the LGA
- Significant development in the LGA that includes new council offices and chambers, new city library, childcare facility, and the $106 million Liverpool Quarter development consisting of retail, commercial, food and beverage spaces

- Liverpool being an integral part of Western Sydney Deal to deliver transformative change
- Liverpool being home to several significant infrastructure projects, including Western Sydney Airport, Western Sydney Infrastructure plan, Holsworthy Barracks and Liverpool Hospital upgrades
- Diversity of population

65. The Tribunal notes that the current criteria for Major CBD remains unchanged. It includes being a major provider of business and government services, and secondary CBD to metropolitan Sydney.

66. Having regard to section 239 of the LG Act, the criteria, the submission put forward, and for reasons outlined earlier in regard to anticipated growth versus actual growth, the Tribunal is not persuaded to include Liverpool Council in Major CBD category.

67. Byron Shire Council requested to be reclassified from their current category of Regional Rural into Regional Centre.

68. Council noted, based on ABS 2021 census data, with a population of 36,077, it is on the cusp of reaching the population threshold of 40,000 residents.

69. Council believes they meet several other additional criteria that supports their case for reclassification. Council's request is based on the following grounds:

    - Non-resident population of 4,817 travel from surrounding locations to work in the LGA

- A population growth increase of 7.2% over the last 5 years, which is above the state increase of 5.3%
- Proximity to Gold Coast and Ballina/Byron airports
- Byron being home to internationally renowned Hinterland region
- Byron being home to a large number of festivals and events

70. As outlined earlier in this determination, the criteria for Regional Centre has been amended to include non-resident population as a criteria point.

71. This result is Byron Shire Council will be reclassified to Regional Centre.

72. Tweed Shire Council once again requested reclassification from Regional Centre to Regional Strategic Area on the following grounds:

    - Proximity to Sydney via Gold Coast airport
    - Proximity to Brisbane and Gold Coast
    - Tweed being a major city centre and population centre for Northern Rivers Joint Organisation
    - Tweed being the largest employer and strongest growth area in the Northern Rivers
    - The construction of new state of the art Tweed Valley Hospital due to open in late 2023

73. Tweed Shire Council will be reclassified as a result of changes to Regional Strategic Area criteria outlined earlier in this determination.

74. Burwood Council requested to be reclassified from their current classification of Metropolitan Small to Metropolitan Medium. Council acknowledged that they do not currently meet the population criteria to be

placed into the requested category. The criteria as outlined in the 2022 Determination, Appendix 1 of the criteria that apply to categories states

> "Councils categorised as Metropolitan Medium will typically have a minimum residential population of 100,000."

75. If Burwood Council's non-resident working population was included, the total population would be 53,435 well short of exceeding the population threshold for Metropolitan Medium.

76. Further examination demonstrates that Burwood council does not meet the broader criteria for Metropolitan Medium. Accordingly, Burwood Council will remain in current classification of Metropolitan Small.

77. The matters raised generally in submissions of Berrigan, Cowra, Inner West, Kur-ring-gai, Singleton and Temora Councils are outside of the scope of the Tribunal statutory functions, but in the view of the Tribunal are worthy of further consideration. These matters relate to the current remuneration principles and structures that apply to mayors and councillors in NSW and the potential impacts of these constraints. These are discussed further below.

Section 4 – 2023 Fees

78. In determining the maximum and minimum fees payable in each of the categories, the Tribunal is required by section 242A of the LG Act, to give effect to the same policies on increases in remuneration as those that the Industrial Relations Commission is required to give effect to under section 146C of the *Industrial Relations Act 1996* (IR Act), when making or varying awards or orders relating to the conditions of employment of public sector employees.

79. Pursuant to section 146C (1) (a) of the IR Act, the current government policy on wages is expressed in the Industrial Relations (Public Sector Conditions of Employment) Regulation 2014 (IR Regulation). The IR Regulation provides that public sector wages cannot increase by more than 3 per cent per annum and the tribunal therefore has the discretion to determine an increase of up to 3 per cent per annum.

80. Four (4) submissions received addressed the issue of the fees quantum increase. These submissions sought an increase of 2.5% or greater.

81. The LGNSW submission requested that the Tribunal increase fees by the maximum 3 per cent, but further argued that the maximum increase is "*inadequate and does not address the historic undervaluation of work performed by elected representatives and the substantial responsibility associated with local government.*"

82. LGNSW used economic and wage data to support their argument, that included:

- Consumer Price Index (CPI)
- National and State Wage cases
- Market comparability

83. LGNSW in their meeting with The Tribunal and Assessors, further emphasised that remuneration for Councillors and Mayors has been reduced in real terms due to impacts of inflation and capping of remuneration increases.

84. The Tribunal received a late submission from the USU, advocating for the maximum increase to be applied. The USU argued that all work caried out in local government needed to be fairly remunerated and reflect the rise in cost of living.

85. Whilst only five of the eighteen submissions received addressed the issue of quantum increase of fees, more than half of the submissions provided commentary on a range of remuneration issues.

86. Submissions suggested that the current remuneration structure is inadequate and requires further review. It has been suggested that the current remuneration structure does not adequately reflect:

- Role, responsibilities, and commitment required to perform functions successfully
- Workloads
- Complexity of role
- Commitment and skills required
- Fairness

87. Furthermore, it has been suggested that the low level of remuneration is a barrier to encouraging participation and diversity of candidates that reflects communities.

88. Associate Professor Jakimow of the Australian National University provided a detailed submission outlining the negative impacts of inadequate remuneration. The substance of the submission is that current remuneration levels do not adequately reflect the hours and complexity of work. Furthermore, low remuneration is a barrier to participation and diversity.

89. Associate Professor Jakimow argues that:

> *"inadequate pay has significant negative consequences: low quality local democracy, an unacceptable burden on councillors and their families, and poor councillor diversity."*

90. A number of submissions provided comparison data to demonstrate that the current remuneration principles and structure are not reflective of time, skills and competencies required to effectively perform the roles of councillor and mayor.

91. Comparisons were made to State and Federal parliamentary members, councillors and mayors in the Queensland and Victorian local government jurisdictions, average remuneration of a chairperson of a board, not for profit organisations and national minimum wage. The basis of the argument is that NSW mayor and councillors are paid below these organisations.

92. One submission noted that legislative change would be required to change remuneration model.

93. The Tribunal acknowledges issues raised in submissions regarding remuneration principles, structure and potential impacts. Many of these issues are worth serious consideration, they are however not currently

within the Tribunal's remit. The Tribunal concludes these matters should be given further investigation and consideration.

94. The Tribunal has considered key economic indicators, including the Consumer Price Index and Wage Price Index, and has determined that the full 3 per cent increase will apply to the minimum and maximum fees applicable to existing categories.

95. As an initial determination, the ranges for new categories are not subject to the wages policy. Future increases in those categories, as is the case for existing categories, will be subject to wages policy in accordance with section 242A(4) of the LG Act.

96. The minimum and maximum fees for the new categories have been determined having regard to the relativities of existing categories

Time for Fresh Thinking

97. Submissions made to the 2023 review and the Tribunals own conclusions from evidence it has examined, suggest that there are significant issues underlying the concerns raised about mayor and councillor remuneration. It is apparent to the Tribunal that those issues which include a lack of diversity in representation, changing nature of work required to be undertaken and changed community expectations cannot be easily resolved under the existing framework. In the Tribunal's view, there would be merit in a comprehensive review of the framework for mayor and councillor remuneration.

98. The criteria under which the Tribunal makes these determinations has

been in existence since 1994 and at that time NSW had 177 Councils. Much has changed over the past 30 years, but the criteria has not.

99. As noted earlier in this determination the Tribunal and Assessors met with two Joint Organisation member representatives. While much of what was discussed has been dealt with in this determination it is worthy for the record to restate the view of LGNSW of the *"need for major reform".*

100. Key themes and issues raised during discussions by mayors, councillors and general managers with the Tribunal and Assessors include:

- Changes to ways of working including expectations of increased use of social media and online platforms ("always on" expectations from constituents)
- Impacts of future development
- Impact of changes to legislation and regulation on workload
- Serving constituents in regional centres, country areas regional areas, rural and remote areas
- Remuneration principles
- Natural Disasters including floods, fires, mice, locusts and tragedies generally
- Confusion in roles and responsibilities – need for compulsory and consistent training of candidates prior to election and induction of those elected

- Popularly elected mayors and two-year mayoral terms and the role of the Deputy Mayor when a mayor is absent, as distinct from temporarily unavailable
- Questioning whether the guidelines by the Office of Local Government for the payment of expenses and the provision of facilities for mayors and councillors that were issued in 2009 are still fit for purpose. There appears to be significant variation in the interpretation of the guidelines and subsequent council policies
- The optional payment of superannuation being used for political purposes
- Paid parental leave for councillors
- Is remuneration holding back quality candidates or are behavioural issues – both in and out of meeting environment
- Parity in the payment differential in existing categories between councillors and mayors
- A possible alignment in categories of councillor to resident and ratepayer ratios and rateable property ratios
- Clarity in the payment of fees for chairpersons and voting members of Joint Organisations for additional workloads

101. Diversity was a strong theme heard by the Tribunal, both diversity of communities served and diversity of representation. We heard that

younger people, women, Aboriginal and Torres Strait Islander people and members of culturally and linguistically diverse communities among others, are underrepresented in many councils.

102. The Tribunal acknowledges that it is not within its authority to address many of the issues that were raised in submissions.

103. The Tribunal is not suggesting a fundamental review of the role of councillors and notes that people enter local government representation from a sense of civic service rather than for remuneration.

Conclusion

104. The Tribunal is of the view that a broader consideration is required of the matters raised in this determination. If the Minister decided to refer these matters under section 238 (2) of the LG Act the Tribunal would be willing to assist noting that it would require considerable consultation with the sector and access to suitable resources from Government.

105. The Tribunal's determinations have been made with the assistance of the Assessors Ms Kylie Yates, Gail Connolly PSM (in her role as Acting Deputy Secretary) and Mr Brett Whitworth.

106. It is the requirement of the Tribunal that in the future all submissions have council endorsement.

107. Determination 1 outlines the allocation of councils into each of the categories as per section 239 of the LG Act.

108. Determination 2 outlines the maximum and minimum fees paid to

councillors and mayors and members and chairpersons of county councils as per section 241 of the LG Act.

109. The Tribunal acknowledges and thanks the secretariat for their excellent research and support in completing the 2023 determination.

Viv May PSM

Local Government Remuneration Tribunal

Dated 27 April 2023

Section 5 – Determinations

Determination No. 1 – Allocation of councils into each of the categories as per section 239 of the LG Act effective 1 July 2023

General Purpose Councils – Metropolitan

Principal CBD (1)

- Sydney

Major CBD (1)

- Parramatta

Metropolitan Major (2)

- Blacktown
- Canterbury-Bankstown

Metropolitan Large (10)

- Bayside
- Cumberland
- Fairfield
- Inner West
- Liverpool
- Northern Beaches
- Penrith
- Ryde
- Sutherland
- The Hills

Metropolitan Medium (8)

- Campbelltown
- Camden
- Georges River
- Hornsby
- Ku-ring-gai
- North Sydney
- Randwick
- Willoughby

Metropolitan Small (8)

- Burwood
- Canada Bay
- Hunters Hill
- Lane Cove
- Mosman
- Strathfield
- Waverley
- Woollahra

General Purpose Councils - Non-Metropolitan

Major Regional City (2)

- Newcastle
- Wollongong

Major Strategic Area (1)

- Central Coast

Regional Centre (23)

- Albury
- Armidale
- Ballina
- Bathurst
- Blue Mountains
- Byron
- Cessnock
- Clarence Valley
- Coffs Harbour
- Dubbo
- Eurobodella
- Hawkesbury
- Lismore
- Mid-Coast
- Orange
- Port Macquarie-Hastings
- Port Stephens
- Queanbeyan-Palerang
- Shellharbour
- Tamworth
- Wagga Wagga
- Wingecarribee
- Wollondilly

Regional Strategic Area(4)

- Lake Macquarie
- Maitland
- Shoalhaven
- Tweed

Regional Rural (12)

- Bega
- Broken Hill
- Goulburn Mulwaree
- Griffith
- Kempsey
- Kiama
- Lithgow
- Mid-Western
- Nambucca
- Richmond Valleys
- Singleton
- Snowy Monaro

Rural Large (18)

- Bellingen
- Cabonne
- Cootamundra-Gundagai
- Cowra
- Federation
- Greater Hume
- Gunnedah
- Hilltops
- Inverell
- Leeton
- Moree Plains
- Murray River
- Muswellbrook
- Narrabri
- Parkes
- Snowy Valleys
- Upper Hunter
- Yass

Rural (38)

- Balranald
- Berrigan
- Bland
- Blayney
- Bogan
- Bourke
- Brewarrina
- Carrathool
- Central Darling
- Cobar
- Coolamon
- Coonamble
- Dungog
- Edward River
- Forbes
- Gilgandra

- Glen Innes Severn
- Gwydir
- Hay
- Junee
- Kyogle
- Lachlan
- Liverpool Plains
- Lockhart
- Murrumbidgee
- Narrandera
- Narromine
- Oberon
- Temora
- Tenterfield
- Upper Lachlan
- Uralla
- Walcha
- Walgett
- Warren
- Warrumbungle
- Weddin
- Wentworth

County Councils

Water (4)

- Central Tablelands
- Goldenfields Water
- Riverina Water
- Rous

Other (6)

- Castlereagh-Macquarie
- Central Murray
- Hawkesbury River
- New England Tablelands
- Upper Hunter
- Upper Macquarie

Determination No. 2 - Fees for Councillors and Mayors as per section 241 of the LG Act effective from 1 July 2023

The annual fees to be paid in each of the categories to Councillors, Mayors, Members and Chairpersons of County Councils effective on and from 1 July 2023 as per section 241 of the *Local Government Act 1993* are determined as follows:

Table 4: Fees for General Purpose and County Councils

General Purpose Councils – Metropolitan

Councillor/Member Annual Fee ($) effective 1 July 2023

Category	Minimum	Maximum
Principal CBD	29,610	43,440
Major CBD	19,760	36,590
Metropolitan Major	19,760	34,590
Metropolitan Large	19,760	32,590
Metropolitan Medium	14,810	27,650
Metropolitan Small	9,850	21,730

Mayor/Chairperson Additional Fee* ($) effective 1 July 2023

Category	Minimum	Maximum
Principal CBD	181,210	238,450
Major CBD	41,960	118,210
Metropolitan Major	41,960	106,960
Metropolitan Large	41,960	94,950
Metropolitan Medium	31,470	73,440
Metropolitan Small	20,980	47,390

General Purpose Councils - Non-Metropolitan

Councillor/Member Annual Fee ($) effective 1 July 2023

Category	Minimum	Maximum
Major Regional City	19,760	34,330
Major Strategic Area	19,760	34,330
Regional Strategic Area	19,760	32,590
Regional Centre	14,810	26,070
Regional Rural	9,850	21,730
Rural Large	9,850	17,680
Rural	9,850	13,030

Mayor/Chairperson Additional Fee* ($) effective 1 July 2023

Category	Minimum	Maximum
Major Regional City	41,960	106,960
Major Strategic Area	41,960	106,960
Regional Strategic Area	41,960	94,950
Regional Centre	30,820	64,390
Regional Rural	20,980	47,420
Rural Large	15,735	37,925
Rural	10,490	28,430

County Councils

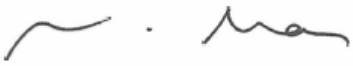
Councillor/Member Annual Fee ($) effective 1 July 2023

Category	Minimum	Maximum
Water	1,960	10,870
Other	1,960	6,490

Mayor/Chairperson Additional Fee* ($) effective 1 July 2023

Category	Minimum	Maximum
Water	4,200	17,850
Other	4,200	11,860

*This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillor/Member (s.249(2))



Viv May PSM

Local Government Remuneration Tribunal

Dated 27 April 2023

Appendices

Appendix 1 Criteria that apply to categories

Principal CBD

The Council of the City of Sydney (the City of Sydney) is the principal central business district (CBD) in the Sydney Metropolitan area. The City of Sydney is home to Sydney's primary commercial office district with the largest concentration of businesses and retailers in Sydney. The City of Sydney's sphere of economic influence is the greatest of any local government area in Australia.

The CBD is also host to some of the city's most significant transport infrastructure including Central Station, Circular Quay and International Overseas Passenger Terminal. Sydney is recognised globally with its iconic harbour setting and the City of Sydney is host to the city's historical, cultural and ceremonial precincts. The City of Sydney attracts significant visitor numbers and is home to 60 per cent of metropolitan Sydney's hotels.

The role of Lord Mayor of the City of Sydney has significant prominence reflecting the CBD's importance as home to the country's major business centres and public facilities of state and national importance. The Lord Mayor's responsibilities in developing and maintaining relationships with stakeholders, including other councils, state and federal governments, community and business groups, and the media are considered greater than other mayoral roles in NSW.

Major CBD

The Council of the City of Parramatta (City of Parramatta) is the economic capital of Greater Western Sydney and the geographic and demographic centre of Greater Sydney. Parramatta is the second largest economy in NSW (after Sydney CBD) and the sixth largest in Australia.

As a secondary CBD to metropolitan Sydney the Parramatta local government area is a major provider of business and government services with a significant number of organisations relocating their head offices to Parramatta. Public administration and safety have been a growth sector for Parramatta as the State Government has promoted a policy of moving government agencies westward to support economic development beyond the Sydney CBD.

The City of Parramatta provides a broad range of regional services across the Sydney Metropolitan area with a significant transport hub and hospital and educational facilities. The City of Parramatta is home to the Westmead Health and Medical Research precinct which represents the largest concentration of hospital and health services in Australia, servicing Western Sydney and providing other specialised services for the rest of NSW.

The City of Parramatta is also home to a significant number of cultural and sporting facilities (including Sydney Olympic Park) which draw significant domestic and international visitors to the region.

Metropolitan Major

Councils categorised Metropolitan Major will typically have a minimum residential population of 400,000.

Councils may also be categorised Metropolitan Major if their residential population combined with their non-resident working population exceeds 400,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding $300M per annum
- the provision of significant regional services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- significant industrial, commercial and residential centres and development corridors
- high population growth.

Councils categorised as Metropolitan Major will have a sphere of economic influence and provide regional services considered to be greater than those of other metropolitan councils.

Metropolitan Large

Councils categorised as Metropolitan Large will typically have a minimum residential population of 200,000.

Councils may also be categorised as Metropolitan Large if their residential population combined with their non-resident working population exceeds 200,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding $200M per annum
- the provision of significant regional services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- significant industrial, commercial and residential centres and development corridors
- high population growth.

Councils categorised as Metropolitan Large will have a sphere of economic influence and provide regional services considered to be greater than those of other metropolitan councils.

Metropolitan Medium

Councils categorised as Metropolitan Medium will typically have a minimum residential population of 100,000.

Councils may also be categorised as Metropolitan Medium if their residential population combined with their non-resident working population exceeds 100,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding $100M per annum
- services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- industrial, commercial and residential centres and development corridors
- high population growth.

The sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Large councils.

Metropolitan Small

Councils categorised as Metropolitan Small will typically have a residential population less than 100,000.

Other features which distinguish them from other metropolitan councils include:

- total operating revenue less than $150M per annum.

While these councils may include some of the facilities and characteristics of both Metropolitan Large and Metropolitan Medium councils the overall sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Medium councils.

Major Regional City

Newcastle City Council and Wollongong City Councils are categorised as Major Regional City. These councils:

- are metropolitan in nature with major residential, commercial and industrial areas
- typically host government departments, major tertiary education and health facilities and incorporate high density commercial and residential development

- provide a full range of higher order services and activities along with arts, culture, recreation, sporting and entertainment facilities to service the wider community and broader region
- have significant transport and freight infrastructure servicing international markets, the capital city and regional areas
- have significant natural and man-made assets to support diverse economic activity, trade and future investment
- typically contain ventures which have a broader State and national focus which impact upon the operations of the council.

Major Strategic Area

Councils categorised as Major Strategic Area will have a minimum population of 300,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding $250M per annum

- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Currently, only Central Coast Council meets the criteria to be categorised as a Major Strategic Area. Its population, predicted population growth, and scale of the Council's operations warrant that it be differentiated from other non-metropolitan councils. Central Coast Council is also a significant contributor to the regional economy associated with proximity to and connections with Sydney and the Hunter Region.

Regional Strategic Area

Councils categorised as Regional Strategic Area are differentiated from councils in the Regional Centre category on the basis of their significant population and will typically have a residential population above 100,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding $250M per annum

- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Currently, only Lake Macquarie Council meets the criteria to be categorised as a Regional Strategic Area. Its population and overall scale of council operations will be greater than Regional Centre councils.

Regional Centre

Councils categorised as Regional Centre will typically have a minimum residential population of 40,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- a large city or town providing a significant proportion of the region's housing and employment
- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding $100M per annum
- the highest rates of population growth in regional NSW

- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.

Councils in the category of Regional Centre are often considered the geographic centre of the region providing services to their immediate and wider catchment communities.

Regional Rural

Councils categorised as Regional Rural will typically have a minimum residential population of 20,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- a large urban population existing alongside a traditional farming sector, and are surrounded by smaller towns and villages
- health services, tertiary education services and regional airports which service a regional community
- a broad range of industries including agricultural, educational, health, professional, government and retail services
- large visitor numbers to established tourism ventures and events.

Councils in the category of Regional Rural provide a degree of regional servicing below that of a Regional Centre.

Rural Large

Councils categorised as Rural Large will have a residential population greater than 10,000, and a councillor to resident ratio of at least 1 to 1200.

Other features may include:

- one or two significant townships combined with a considerable dispersed population spread over a large area and a long distance from a major regional centre
- a limited range of services, facilities and employment opportunities compared to Regional Rural councils
- local economies based on agricultural/resource industries.

Rural

Councils categorised as Rural will typically have a residential population less than 10,000.

County Councils - Water

County councils that provide water and/or sewerage functions with a joint approach in planning and installing large water reticulation and sewerage systems.

County Councils - Other

County councils that administer, control and eradicate declared noxious weeds as a specified Local Control Authority under the Biosecurity Act 2015.

14.6 Use of General Manager's Delegation to Waive Fees

Department:	**General Manager's Office**	
Prepared By:	**Executive Assistant**	
Authorised By:	**General Manager**	
Reference:	UINT/23/6043	
LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK		
Goal:	1.	We have an accessible inclusive and sustainable community
Strategy:	1.2.	A safe, active and healthy shire

SUMMARY

This report informs Council of the General Manager's recent exercise of the delegated authority issued by Council to waive fees in certain circumstances.

RECOMMENDATION

Note the General Manager's recent exercise of Council's previously issued delegation to waive fees in support of community strategic objective 1.2 which encourages participation in sport:

a. In the instance of St Joseph's School, an amount of $116.00 being the fees for the use of the Uralla Sporting Complex on two occasions in May and July 2023;

b. In the instance of Rocky River Primary School, an amount of $58.00 being the fee for the use of the Uralla Sporting Complex on one occasion in May 2023.

REPORT

At its Ordinary Meeting of 28 March 2023 Council resolved (Resolution 70.03/23) to:

> *Delegate to the General Manager discretion to waive fees of up to $500 per occasion where the request for a fee waiver meets Council's Hardship Policy criteria and/or the activity contributes to a community strategic plan outcome and the fee is considered unreasonable in the circumstances. Exercise of this delegation is to be reported to the next Ordinary meeting of Council and in the Council Annual Report.*

The purpose of this report is to advise Council, that in accordance with that resolution, the General Manager has exercised that delegation to release both St Joseph's School and Rocky River Public School from the requirement to pay Council's published fee of $58.00 for their respective uses of the Uralla Sporting Complex for their respective school sports days and in the case of St Joseph's School, an additional charge for a separate School cross country event.

The value of the waived fees is **$116.00** (2 X $58.00) in the case of St Joseph's Primary School and **$58.00** in the case of Rocky River Public School.

The total value of fees waived under this delegation since 1 July 2022 is **$174.00.**

CONCLUSION

That Council note the report.

COUNCIL IMPLICATIONS

Community Engagement/Communication

The use of the delegation in these instances has enhanced Council pursuit of Community Strategic Plan outcomes.

Policy and Regulation

Council's discretionary Delegations to the General Manager.

Financial/Long Term Financial Plan

Donations expense.

Asset Management/Asset Management Strategy

The continued community use of the Uralla Sporting Complex is a service delivery target of Council's Open Space and Recreation Asset Management Plan.

Workforce/Workforce Management Strategy

N/A

Legal and Risk Management

N/A

Performance Measures

N/A

Project Management

Executive Assistant

14.7 Monthly Finance Report for April 2023

Department:	**Corporate & Community**
Prepared By:	**Manager Finance & IT**
Authorised By:	**Executive Director Corporate & Community**
Reference:	UINT/23/6095
Attachments:	1. Monthly Profit & Loss Account April
LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK	
Goal:	4. We are an independent shire and well-governed community
Strategy:	4.1. Informed and collaborative leadership in our community 4.2. A strategic, accountable and representative Council

SUMMARY

The purpose of this report is to outline the activities and changes taken in the month of April 2023.

RECOMMENDATION

That Council receive the Monthly Finance Report for April 2023.

URALLA SHIRE COUNCIL
INCOME STATEMENT & CAPEX SUMMARY
10 months ending 30 April 2023

Amt in '$000

Income from continuing operations	Actuals to May	Budget for the Year	Remaining Budget
Rates and annual charges	7,535	7,573	38
User charges and fees	5,206	4,922	-285
Other revenues	426	521	95
Grants and contributions provided for operating purposes*	7,591	8,378	787
Interest and investment income	523	562	40
Total income from operational activities	21,280	21,955	675
Expenses from continuing operations			
Employee benefits and on-costs	8,841	11,157	2,316
Materials and services	4,049	5,428	1,379
Borrowing costs	40	61	21
Councillor and Mayoral fees and associated expenses	105	142	37
Audit fees	11	115	105
Other expenses	224	678	454
Net loss/(gain) from the disposal of assets	-4	0	4
Total expenses from continuing operations	13,266	17,581	4,315
Operating result prior to consideration of capital grants and depreciation	8,014	4,375	-3,640
Less: Depreciation, amortisation and impairment	5,049	5,299	250
Operating result after depreciation	2,965	-924	-3,890
Add: Grants and contributions provided for capital purposes	2,223	2,957	734
Overall result with capital grants	5,189	2,033	-3,156

Amt in '$000

Capital Expenditures	Actuals to May	Budget for the Year	Remaining Budget
Employee benefits and on-costs	942	1,469	526
Materials and services	4,647	6,349	1,702
Total Capex	5,589	7,817	2,228

URALLA SHIRE COUNCIL
INCOME STATEMENT AND CAPEX BY FUND
10 months ending 30 April 2023

Amt in $000

	General Fund		McMaugh Gardens		Water Fund		Sewer Fund		All Funds
Income from continuing operations	Actuals to May	Budget for FY	Actuals to May	Budget for FY	Actuals to May	Budget for FY	Actuals to May	Budget for FY	Total - Actuals
Rates and annual charges	6,026	6,039	0	0	610	601	900	933	7,535
User charges and fees	4,079	3,285	824	1,037	255	583	48	16	5,206
Other revenues	414	511	11	10	0	0	0	0	426
Grants and contributions provided for operating purposes	5,687	5,743	1,904	2,513	0	122	0	0	7,591
Interest and investment income	508	454	0	42	9	52	6	15	523
Total income from operational activities	16,714	16,032	2,739	3,601	873	1,358	954	964	21,280
Expenses from continuing operations									
Employee benefits and on-costs	6,561	8,134	1,870	2,322	244	405	167	296	8,841
Materials and services	3,002	3,883	343	364	461	795	243	386	4,049
Borrowing costs	34	56	5	4	0	0	0	0	40
Councillor and Mayoral fees and associated expenses	105	142	0	0	0	0	0	0	105
Audit fees	11	115	0	0	0	0	0	0	11
Other expenses	224	678	0	0	0	0	0	0	224
Net loss/(gain) from the disposal of assets	-4	-	0	-	0	-	0	-	- 4
Total expenses from continuing operations	9,934	13,008	2,218	2,690	705	1,200	409	682	13,266
Operating result prior to consideration of capital grants and depreciation	6,781	3,024	521	911	168	157	545	282	8,014
Less: Depreciation, amortisation and impairment (1)	4,117	4,246	194	216	399	451	339	387	5,049
Operating result after depreciation	2,663	-1,221	327	696	-231	-293	206	-105	2,965
Add: Grants and contributions provided for capital purposes	1,488	2,800	68	0	94	157	573	0	2,223
Overall result with capital grants	4,152	1,579	395	696	-136	-136	778	-105	5,189

Capital Expenditures	General Fund $000		McMaugh Gardens $000		Water Fund $000		Sewer Fund $000		All Funds
	Actuals to May	Budget for FY	Actuals to May	Budget for FY	Actuals to May	Budget for FY	Actuals to May	Budget for FY	Total - Actuals
Employee benefits and on-costs	929	1,465	-	-	5	3	9	-	942
Materials and services	4,539	5,882	-	-	70	467	37	-	4,647
Total Capex	5,468	7,347	-	-	75	470	46	-	5,589

14.8 Loans as at 30 April 2023

Department:	**Corporate & Community**
Prepared By:	**Senior Finance Officer**
Authorised By:	**Manager Finance & IT**

SUMMARY

The purpose of this report is to provide Council with a reconciliation of borrowings as at the end of the reporting month.

RECOMMENDATION

That Council note the loan position as at 30 April, 2023 totalling $1,567,257.32

REPORT

This report is provided to inform Council of the reconciliation of borrowings on a monthly basis.

	Uralla Shire Council	
	Loans at 30 April, 2023	
Loans:		
Loan no.	**Purpose**	**Balance**
165	MGH Property	$26,108.76
168	Community Centre	$2,479.63
176	Library Extensions	$28,257.61
177	Grace Munro Centre	$22,647.06
187	Undergrounding Power and Main Street Upgrade	$60,291.62
188	Paving and Power Undergrounding	$16,563.50
189	Bridge Construction	$152,898.88
190	Bridge construction & industrial land development	$1,258,010.26
Total		**$ 1,567,257.32**

CONCLUSION

I, Mustaq Ahammed, Manager Finance & IT hereby certify that the above borrowings have been made in accordance with the requirements of the *Local Government Act 1993 (the Act) (Chapter 15, Part 12 – sections 621 to 624) and the Local Government (General) Regulation 2021 (the Regulation) (Section 230).*

14.9 Investments at 30 April 2023

Department:	**Corporate & Community**
Prepared By:	**Senior Finance Officer**
Authorised By:	**Manager Finance & IT**

SUMMARY

Attached is a summary of bank accounts, term deposits, cash management account and investments in structured credit instruments. The investments have been made in accordance with the Act, the Regulation 2021 and Council's Investment Policy 2019.

RECOMMENDATION

That Council note:

1. **The cash position as at 30 April 2023 consisting of cash and overnight funds of $2,130,099 term deposits of $20,750,000 totalling $22,880,099 of readily convertible funds; and**

2. **The majority of Council's cash is externally restricted and not available for day to day operational expenditure. Unrestricted cash as at 31 March, 2023 estimated to be $1million with the final value to be finalised upon audit of financial statements for the year.**

REPORT

Current term deposits of $20,750,000 spread over the next twelve months will receive a range of interest from 2.0% to 4.75% with an average rate of 4.15%. Councils General Fund bank balances (listed in the attachments) have been reconciled to the bank statement as at 30 April 2023.

Key Issues

The current official cash rate as determined by the Reserve Bank of Australia (RBA) is 3.60%. The next RBA Board meeting and Official Cash Rate announcement will be on 2 May 2023. The timing of potential interest rate increases will be guided by the incoming data and the Board's assessment of the outlook for inflation and the labour market. The change in interest rates has resulted in higher investment returns both now and over the coming year.

Restricted and Unrestricted Cash, Cash Equivalents and Investments

Of the amount of cash disclosed in this report, not all of the cash is available for unrestricted use by Council. Some of it has been set aside to meet external restrictions, being those funds that have been provided for specific purposes such as developer contributions, government grants, loans, water supplies, sewer services and Aged Care Bonds. Some of the cash has also been set aside specifically to cover future commitments that Council has made relating to asset renewals, remediation works or leave provisions. As per Department of Health's prudential guidelines, the council is advised to disclose the amount of McMaugh Garden's bond liability in the investment report.

Summary of McMaugh Gardens Bond Register 2022-23			
Opening Balance	Bond Addition	Bond Release	Closing Balance
2,720,000	2,035,000	1,425,000	3,330,000

Uralla Shire Council

Investments at 30 April, 2023

Cash at Bank – Operating Accounts:

Institution	Account	Bank Statement
National Australia Bank	Main Account	$139,928.43
National Australia Bank	Trust Account	$31,296.33
Regional Australia Bank	USC	$26,353.81
Term deposit interest accounts	USC	$4,464.53
Total		**$202,043.10**

Business Investment (Cash Management) Account

Institution	Interest rate	Balance
Professional Funds	0.15% above RBA cash rate	$1,928,056.13
Total		**$2,130,099.23**

Term Deposits:

Institution	Term	Interest rate	Maturity	Balance
Westpac Banking Corporation	11 months	3.78%	16/05/2023	1,000,000
National Australia Bank	12 months	2.75%	23/05/2023	1,000,000
Bank of Queensland	12 months	3.15%	31/05/2023	500,000
Suncorp	12 months	2.00%	2/06/2023	500,000
Commonwealth Bank	12 months	4.15%	16/06/2023	1,000,000
Commonwealth Bank	12 months	4.30%	20/06/2023	1,000,000
National Australia Bank	10 months	4.12%	17/07/2023	500,000
Commonwealth Bank	12 months	4.22%	20/07/2023	500,000
National Australia Bank	4 months	4.40%	27/07/2023	300,000
Westpac Banking Corporation	12 months	3.92%	16/08/2023	1,000,000
Westpac Banking Corporation	5 months	4.36%	31/08/2023	800,000
Commonwealth Bank	12 months	4.10%	7/09/2023	1,000,000
National Australia Bank	8 months	4.40%	29/09/2023	500,000
Suncorp	6 months	4.48%	3/10/2023	700,000
National Australia Bank	8 months	4.69%	11/10/2023	800,000
Bank of Queensland	12 Months	4.60%	30/10/2023	700,000
National Australia Bank	8 months	4.65%	8/11/2023	700,000
Westpac Banking Corporation	11 months	4.26%	14/11/2023	1,500,000
Commonwealth Bank	12 months	4.47%	14/12/2023	500,000
Bank of Queensland	12 months	4.45%	19/12/2023	800,000
Commonwealth Bank	12 months	4.58%	29/12/2023	1,350,000
National Australia Bank	10 months	4.53%	25/01/2024	600,000
National Australia Bank	11 months	3.36%	12/02/2024	1,000,000
Suncorp	10 months	4.48%	21/02/2024	500,000
National Australia Bank	11 months	4.55%	7/03/2024	500,000
Suncorp	12 months	4.56%	28/03/2024	1,000,000
Bank of Queensland	12 months	4.75%	17/04/2024	500,000
Total				**$20,750,000.00**

CONCLUSION

In accordance with Regulation 212 of the Local Government (General) Regulation 2021, the above report is prepared about monies not currently required for use by Council and invested in forms of investment approved by Order of the Minister.

14.10 Register Resolutions Actions Status as at 17 May 2023

Department:	**General Manager's Office**
Prepared By:	**Executive Assistant**
Authorised By:	**General Manager**
Reference:	UINT/23/5637
Attachments:	1. REGISTER - Resolutions - Actions Status - Pre-infoCouncil - May 2023 ⇩
	2. REGISTER - resolutions - Action Status - post October 2022 - May 2023 ⇩
LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK	
Goal:	4. We are an independent shire and well-governed community
Strategy:	4.1. Informed and collaborative leadership in our community

SUMMARY

The purpose of this report is to provide Council with the Resolution Action Status updates.

RECOMMENDATION

That Council note the resolution action Status at 17 May 2023.

REPORT

Following every council meeting, the resolutions of Council which require action are compiled into a single document. This document is referred to as the Resolution Action Status.

The purpose of the Resolution Action Status is to enable Council to monitor progress of resolutions until they are actioned.

As of October 2022 onwards the new Infocouncil resolution report generated will display action progress comments. Once resolutions have been completed they will be removed automatically from the report.

The older Resolution Action Status shows actions pre-October 2022 which are currently pending or in progress.

Both registers will be presented until the older resolutions can be closed out or integrated with Infocouncil.

CONCLUSION

The Resolution Action Status is presented to Council at each Ordinary Meeting.

LEGEND: A=Action pending; B= Being actioned; C= Completed

DATE OF MEETING	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
23-Nov-15	24.11/15	Bergen Road Land Acquisition and Exchange for Road Works	That the Council approve for the exchange of land associated with the reconstruction of Bergen Road and authorise the General Manager to complete all documentation.	MDP	Jan-23	Notice of road closure gazetted. Plan of subdivision - in progress.	B
25-Jul-16	18.07/16	2.18.06.10 Gazetting of Land Acquired for approaches to new Emu Crossing Bridge	That Council: 1. Proceed with the compulsory acquisition of the Land described as Lot 1, 2 and 3 in Deposited Plan 1208204 (and formerly known as part of Lot 38 in Deposited Plan 753662 and part of the Crown Land described as Lot 110 in Deposited Plan 753656) for the purpose of a public road in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991.	EDID	Jun-22	1. Noted.	COMPLETED & REPORTED TO COUNCIL
			2. Make an application to the Minister and the Governor for approval to acquire the Land described as Lot 1, 2 and 3 in Deposited Plan 1208204 (and formerly known as part of Lot 38 in Deposited Plan 753662 and part of the Crown Land described as Lot 110 in Deposited Plan 753656) by compulsory process under Section 177 of the Roads Act 1993.	EDID	Sep-22	Being progressed by Council's solicitor.	B
22-Mar-22	24.03/22	15.12 PROPOSED CHANGES TO REVENUE POLICY FOR SEWER AND TRADE WASTE CHARGES	That Council: 1) Change the wording of the Revenue Policy in relation to non-residential sewer and trade waste charges as follows: a) Sewer Charges – Non-Residential: In accordance with Sections 501 and 502 of the Local Government Act 1993, it is proposed to levy a charge on all non-residential consumers connected to, or capable of being connected to, the Uralla or Bundarra sewer systems for sewerage services, that is the greater of: i) A charge calculated according to Department of Planning, Industry and Environment, Liquid Trade Waste Management Guidelines – 2021 ii) A charge that is equal to the Sewerage Charges – Residential	EDCC			COMPLETED & REPORTED TO COUNCIL
			b) Trade Waste Charges: i) In accordance with Sections 501 and 502 of the Local Government Act 1993, it is proposed to levy a charge on all premises classified as dischargers of Liquid Trade Waste as per the Liquid Trade Waste Management Guidelines issued by the NSW Department of Planning Industry and Environment) that are connected to, or capable of being connected to, the Uralla or Bundarra sewer systems, according to Department of Planning, Industry and Environment, Liquid Trade Waste Management Guidelines – 2021	EDCC			COMPLETED & REPORTED TO COUNCIL
			2) Place the revised wording of the Revenue Policy in relation to non-residential sewer and trade waste charges on public exhibition for a minimum of 28 days and, subject to no major objections being received, adopt the revised wording to the Revenue Policy; and	MFIT		Public exhibition closed 15 July 2022. No submissions received.	COMPLETED & REPORTED TO COUNCIL
			3) Advise potentially effected businesses and individuals of council's intent and the need under the NSW Governments Guidelines to apply for permission to discharge trade waste to the Council sewerage system.	MFIT		Work ongoing on identification of relevant discharge factors is still ongoing, delayed due to resourcing constraints. Officers are currently finalising the work to ensure that the notification requirements can be complied with prior to the charges being imposed including checking the types of businesses and applicable discharge factors. It is anticipated letters will be issued to businesses in the next 2	B
			4) Advise businesses or individuals of the standard discharge factor, from the Department of Water that council intends to apply to their business and provide them with an opportunity to apply options to ameliorate trade waste, and justify an alternate discharge factor	MFIT			B

DATE OF MEETING	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
			5) Following consideration of the applications and requests to modify, council apply these changes retrospectively to the Water and Sewerage Charges Notices issued in December 2021 and reissue those notices.	MFIT		letters will be issued to businesses in the next 2 months after which the program can be implemented	B
			6) Develop a Trade Waste Policy based on the Model Policy for Discharge of Trade Waste to the Sewerage System.	MDP		Draft policy prepared by staff.	B
27-Sep-22	36.09/22	15.1 CONFIDENTIAL – AWARD OF TENDER FOR PIONEER PARK REFURBISHMENT	1) That Council authorise the General Manager to negotiate the tender from Wallace Constructions for the refurbishment of Pioneer Park in Uralla up to the value of $464,678.90 ex GST less the following two components that are to become separable portions:	GM		Contract awarded for $364,517. Completed and report March 2023	Resolution Closed
			a) landscape planting component subject to a separate engagement; and	MDP		Feedback on plantings sought from councillors on modified scope. None provided as at 17/2/2023. Workshopped with Councillors 14/3/2023 - Councillors to provide individual suggestions. Resolution superseded by resolution in April 2023 OM (17.04/23 a.)	Resolution Closed
			b) spiral path subject to a separate engagement.	MDP		Price on spiral path etching: Progess 1/12/22: costing has been identified as $20k incl GST (method - sandblasting with stencils). Resolution superseded by resolution in April 2023 OM (17.04/23 a.)	Resolution Closed
			2) That the addition of the gateway slabs and the ferro cement picnic shelter be added following completion of this contract subject to additional design work and available funds at the completion of all the projects under the Public Spaces Legacy Program.	MDP		No ferro cement picnic shelters found to be commercially available.	Resolution Closed

ACTIONS REPORT

Printed: 17 May 2023 4:33 PM

Division:
Committee: Council
Officer:

Date From:
Date To:

MEETING DATE	ITEM NO.	SUBJECT	MOTION	COMMENTS
Council 13/12/2022	8.1	Old Courthouse Refurbishment Project	**RESOLUTION 35.12/22** **Moved:** Cr Tom O'Connor **Seconded:** Cr Lone Petrov **That Council proceed with the refurbishment of the Uralla Courthouse by:** **i. Removing and storing all period internal fittings except the windlock and the lower stage area; and** **ii. Painting the interior; and** **iii. Repairing the flooring; and** **iv. Commissioning the fence fabrication sympathetic to the building's architecture; and** **v. Proceed to community consultation on options for community use including proposed self-funding management options; and** **vi. Further report to Council to enable decisions on possible use options, retention or removal of the lower stage and type of floor coverings.** **For:** Crs Robert Bell, Robert Crouch, Tim Bower, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey **Against:** Nil **Absent:** Crs Sarah Burrows **CARRIED 8/0**	**18 Jan 2023** In progress **17 Feb 2023** See Progress Report to 28 February 2023 Ordinary Meeting. **23 Mar 2023** In progress **19 Apr 2023** See Progress Report to 26 April 2023 meeting.

ACTIONS REPORT

Printed: 17 May 2023 4:33 PM

Division:
Committee: Council
Officer:

Date From:
Date To:

Council 26/04/2023	14.6	Public Spaces Legacy Program and Courthouse Update	**RESOLUTION 17.04/23** **Moved:** **Cr Tara Toomey** **Seconded:** **Cr Sarah Burrows** **That Council:** **1. Note the Public Spaces Legacy Program and Courthouse Refurbishment Works Update; and** **2. Receive a report to the May 2023 Ordinary Meeting about the funding allocation and costings of the Public Spaces Legacy Program in relation to Pioneer Park; and** **3. Direct the General Manager to :** **a. comply with Part 1, i) and ii) of Resolution 36.09/22, and treat the landscape planting component and spiral pathway as separate engagements; and** **b. allocate the $30,000 from the item noted in the information circulated to Councillors on the 19th April 2023 marked Confidential to the development of a project plan for Stage 2; and** **c. work with Uralla Arts, UTEC and potentially also Arts Northwest to develop the art element and include the spiral pathway, artwork and tree planting in stage 2 of the Pioneer Park project; and** **d. work with Arts Northwest to complete the remaining artwork for The Glen.** **For:** **Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov and Tara Toomey** **Against:** **Cr Bruce McMullen** **CARRIED 8/1**	**16 May 2023** 2. Completed - report included in May 2023 Ordinary Meeting about the funding allocation and costings of the Public Spaces Legacy Program in relation to Pioneer Park, 3. The General Manager has been complying with the resolution as permitted under the Funding Deed and in accordance with Council's approved detailed design. See report included in May 2023 Ordinary Meeting.

ACTIONS REPORT

Printed: 17 May 2023 4:33 PM

Division:
Committee: Council
Officer:

Date From:
Date To:

Council 22/11/2022	14.1	Heritage Advisor Service	**RESOLUTION 34.11/22** **Moved: Cr Tom O'Connor** **Seconded: Cr Tara Toomey** **That Council establish a selection panel consisting of Cr Toomey and two staff and proceed to call for expressions of interest (across Council's website, social media pages and in local print media) to engage a qualified Heritage Advisor.** **For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey** **Against: Nil** **CARRIED 9/0**	**01 Dec 2022** Preparation of terms has commenced - Initial panel meeting to be scheduled to review prior to advertising. **17 Feb 2023** In progress **22 Mar 2023** Grant funding application successful. **11 Apr 2023** Grant funding will start July 2023 **19 Apr 2023** EOI drafted - consultation with Councillor Toomey (Council delegate) in progress.
Council 28/03/2023	14.3	Status of Groundwater Drilling - March 2023	**RESOLUTION 11.03/23** **Moved: Deputy Mayor Robert Crouch** **Seconded: Cr Tim Bower** **Note the Report and proceed with the drilling investigation of the final two (2) sites and receive the ground water Phase 2 investigation report at the Ordinary Meeting in May 2023.** **For: Crs Robert Bell, Robert Crouch, Tim Bower, Bruce McMullen, Lone Petrov** **Against: Crs Sarah Burrows, Leanne Doran and Tara Toomey** **Absent: Cr Tom O'Connor** **CARRIED 5/3**	**19 Apr 2023** Final two exploration holes drilling now done, hydrogeological consultant preparing report on exploration phase. **09 May 2023** The phase 2 exploration drilling report being prepared by Council's hydrogeological consultant is not yet complete and the consultant has advised it is some weeks away. Accordingly officers were unable to prepare a report for the May meeting as per Council's resolution. A report will be prepared for the June or July Council meeting subject to receipt of the consultant's report and engagement with DPE.

ACTIONS REPORT

Printed: 17 May 2023 4:33 PM

Division:
Committee: Council
Officer:

Date From:
Date To:

Council 22/11/2022	14.5	Town Water Security Options	**RESOLUTION 45.11/22** **Moved:** **Deputy Mayor Robert Crouch** **Seconded:** **Cr Tom O'Connor** **That Council:** **1. Incorporate review of water supply options within the scope of the Integrated Water Cycle Management (IWCM) plan.** **2. Seek a single-invited quotation from NSW Public Works Advisory for development of the IWCM as soon as possible with the inclusion of clear deliverables and hold points.** **3. Liaise with the funding partner to bring the ground water drilling investigation to an end with or without the final two test bores no later than February 2023.** **For:** **Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey** **Against:** **Cr Leanne Doran** **CARRIED 8/1**	**01 Dec 2022** 1. Noted, 2. Public Works have been notified and are in the process of sending a quote with procedural process to be followed., 3. Liaison with funding partner to proceed, reliant on point 2 completion. **10 Jan 2023** IN PROGRESS- A brief is under development to provide PWA to price the works and then seek funding from DPI-E **22 Mar 2023** Public Works Advisory has provided a draft 'reverse' brief for the IWCM based on their understanding of the scope. Council staff are editing the scope to include issues not addressed by PWA and alert PWA to previous studies so that PWA can complete their estimate. Department Planning & Environment (the funding body) is also reviewing the scope. A status report on the groundwater project is included in the March 2023 meeting. **19 Apr 2023** Council staff are editing the scope of 'reverse brief' from NSW Public Works to include issues not addressed by PWA and alert PWA to previous studies. Meeting scheduled in March with officers from funding body (Department Planning & Environment) had to be postponed will be rescheduled for May.

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Council 26/04/2023	14.3	Draft Kerb, Gutter, and Footpath Paving Policy	**RESOLUTION 13.04/23** **Moved:** **Cr Bruce McMullen** **Seconded:** **Cr Tara Toomey** **That Council:** **1. Endorse the Draft Kerb, Gutter, and Footpath Paving Policy to be put on public exhibition for a period of 28 days in order to elicit community feedback.** **2. Receive a future report to consider adoption of the Policy and any amendments made as a result of feedback.** **For:** **Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey** **Against:** **Nil** **CARRIED 9/0**	**17 May 2023** Draft K&G policy is on exhibition until the 14/6/2023

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Council 26/04/2023	13.1	Recommendations from 21 March 2023 Finance Advisory Committee	**RESOLUTION 08.04/23** **Moved:** **Cr Tom O'Connor** **Seconded:** **Cr Bruce McMullen** **That Council:** **i. Lay on the table, pending the draft 2023/24 resourcing strategy (budget and long term financial plan), the request for a quote and engagement of an independent consultant service to commence the assessment and community engagement process (July – October 2023) for a possible special rate variation and, if required, to enable a council decision by November 2023 to apply to the Independent Pricing and Regulatory Tribunal for the 2024-25 financial year; and** **ii. Note that the Finance Advisory Committee acknowledge the need to have significant improvement in the Water Fund and request further advice on options to achieve a balanced Water Fund.** **For:** **Crs Robert Bell, Robert Crouch, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey** **Against:** **Cr Tim Bower** **CARRIED 8/1**	**16 May 2023** This recommendation of FAC to be addressed through Council decisions on the draft 2023/4 Operational Plan.

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Council 13/12/2022	15.2	Council owned industrial land, Uralla - Valuation Report as at 6 December 2022	**RESOLUTION 52.12/22** **Moved:** **Cr Tom O'Connor** **Seconded:** **Cr Lone Petrov** **That Council:** **1. approve expenditure up to the amount in the report for the costs associated with marketing and commission, and** **2. authorise the General Manager to engage a suitable commercial property agent to list the Council owned industrial land at Rowan Avenue, Uralla for sale by expressions of interest as a whole, un-serviced, that enable the Council to consider any such offers including the value of investment, number of new jobs and/or development time frame that prospective purchases commit to delivering; and** **3. be provided with report(s) to consider the expressions of interest.** **For:** **Crs Robert Bell, Robert Crouch, Tim Bower, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey** **Against:** **Nil** **Absent:** **Crs Sarah Burrows** **CARRIED 8/0**	**17 Feb 2023** Request for quote for a suitable commercial property agent in progress. **17 Mar 2023** Assessment of quotations in progress. **22 Mar 2023** Quotations received, due diligence in progress **13 Apr 2023** Assessment of quotations completed - negotiation of engagement of agent in progress. **12 May 2023** Formal engagement of agent on hold pending outcome of a possible direct EOI.

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Council 26/04/2023	14.4	Update on Council Resolution 17.03/21 - Bundarra Waste Management Facility	**RESOLUTION 14.04/23** **Moved:** **Deputy Mayor Robert Crouch** **Seconded:** **Cr Tom O'Connor** **That Council note the progress on the seven (7) action items arising from Council's resolution 17.03/21 of 23 March 2021 and resolve the following future actions:** **1. Complete the design phase and apply for grant funding in June 2023 to construct a waste transfer station at the Bundarra Waste Management Facility.** **2. Terminate landfilling operations at the Bundarra Waste Management Facility upon reaching capacity of the current cell and hire shallow hook bins for the temporary collection and transport of waste from Bundarra to Uralla Landfill.** **3. Seek grant funding for the capping and rehabilitation of landfill cells at Bundarra Waste Management Facility.** **For:** **Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey** **Against:** **Nil** **CARRIED 9/0**	**16 May 2023** 1. Final design to be completed by 30/5/2023; Planning to apply the Landfill Consolidation and Environmental Improvements Program Round 1, opening June 2023 to finance construction of the facility. , 2. Landfilling operations are likely to be terminated end of June 2023; contractor has been contacted to supply shallow hook bins in June. , 3. Funding for capping and rehabilitation to be undertaken after construction of a waste transfer station at Bundarra.

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Council 13/12/2022	14.3	Waste Management - Long Term	**RESOLUTION 38.12/22** **Moved:** Cr Tom O'Connor **Seconded:** Cr Tim Bower **1. That Council commit to the development of a long-term waste management strategy, estimated cost of $100,000, covering all aspects of Council's waste management business including the potential implications emanating from the NSW government strategy on Waste and Sustainable materials.** **2. That Council fund the development of the management strategy in 2022/23, from unbudgeted additional revenue of approximately $100,000, received from the sale of scrap metals.** **3. That Council enter into discussions with Walcha Council for a joint arrangement in the development of a waste management strategy for each Local Government Area.** **4. That Council proceed to tender to purchase two waste collection trucks subject to the following:** **a. to be resourced by loan funding; and** **b. a report be presented to Council to approve the loan for the purchase of the two waste collection trucks once the purchase price is known; and** **5. Council approve an extension to the existing contract for waste collection services until the new waste collection trucks are procured and that as a budget adjustment is required that separate report be presented to Council as soon as possible.** **6. That Council apply for funding under the 'Landfill Consolidation and Environmental Improvements Program Round 1' for construction of the new Bundarra waste transfer station subject to clarification of co-funding requirements (if any).**	**16 Jan 2023** Brief for a waste strategy is under development. Preliminary discussion held with Walcha Council and meeting scheduled start of February to discuss each Council's waste issues. Specification and procurement documents for waste collection trucks being developed. **22 Mar 2023** Preparation of a consultant's brief for a Waste Strategy is ongoing. Discussions were held with Walcha and Armidale Regional Council on 2/2/2023 to discuss regional waste issues. A draft Waste Strategy for Walcha Council is currently under review. The Request for Tender for 2 waste collection trucks was released on 22/3/2023 and closes on 14/4/2023. . **19 Apr 2023** Consultant's brief for a waste strategy is ongoing. Evaluation of tenders for the purchase of the trucks is ongoing, a report to be submitted to Manager Environment and Waste in May 2023.

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			For: Crs Robert Bell, Robert Crouch, Tim Bower, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey **Against:** Nil **Absent:** Crs Sarah Burrows **CARRIED 8/0**	
Council 28/03/2023	14.8	Master Plan for a Staged Expansion of McMaugh Gardens	**RESOLUTION 16.03/23** **Moved:** Deputy Mayor Robert Crouch **Seconded:** Cr Tara Toomey **Approve the allocation of $12,000 for investment in the master plan for a staged expansion of McMaugh Gardens from the strategic development restricted asset and engage Coverite Projects to prepare the master plan in accordance with their proposal (confidential attachment 1).** **For:** Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Lone Petrov, Tara Toomey **Against:** Nil **Absent:** Cr Tom O'Connor **CARRIED 8/0**	**17 Apr 2023** Follow up with Coverite regarding Agreement **16 May 2023** McMaugh Gardens Site Meeting with Coverite design team held 12 May 2023 for tour of facility and grounds, and discussion on detailed brief.

15 CONFIDENTIAL MATTERS

RECOMMENDATION

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the *Local Government Act 1993*:

15.1 Bitumen Emulsion Supply Contract

This matter is considered to be confidential under Section 10A(2) - d(i) of the *Local Government Act 1993,* and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

15.2 Award of Tender - Road Rehabilitation of Thunderbolts Way, 2.2km for Uralla Shire Council in 2023.(2.2km of the Tarana Hill segment)

This matter is considered to be confidential under Section 10A(2) - d(i) of the *Local Government Act 1993,* and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

15.3 Nominations for S355 Uralla Township and Environs Committee

This matter is considered to be confidential under Section 10A(2) - a of the *Local Government Act 1993,* and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

15.4 Appoinment of independent members to the Audit, Risk & Improvement Committee

This matter is considered to be confidential under Section 10A(2) - a of the *Local Government Act 1993,* and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

16 COMMUNICATION OF COUNCIL DECISION

17 CONCLUSION OF MEETING