



BUSINESS AGENDA

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

28 March 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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- 4 WEBCAST INFORMATION**
- 5 APOLOGIES & APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS**
- 6 DISCLOSURE & DECLARATION OF INTEREST/S**

7 CONFIRMATION OF MINUTES

7.1 Confirmation of Minutes held 28 February 2023 Ordinary Meeting

Department:	General Manager's Office
Prepared By:	Executive Assistant
Authorised By:	General Manager
Reference:	UINT/23/3485
Attachments:	1. Minutes 28 February 2023 Ordinary Meeting

RECOMMENDATION

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



MINUTES of

ORDINARY COUNCIL MEETING

Held on 28 February 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: Mrs K Jessep, General Manager

Staff: Mrs C Valencius, Executive Director Corporate & Community
Mr M Raby, Interim Director Infrastructure
Ms W Westbrook, Executive Assistant
Ms L Chalmers, Executive Support Officer
Mr M Clarkson, Manager Planning & Development
Mr M Ahammed, Manager Finance & IT
Mr C Frazier, IT Coordinator
Mr P Langat, Asset Manager
Dr B Kogo, Manager Environment & Waste
Mr C Fitzsummons, Executive Manager Civil

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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.

The Mayor held 2 minute silence in respect for employee, Robert Baker's passing.

5 APOLOGIES & APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS**PROCEDURAL MOTION****RESOLUTION 01.02/23**

Moved: Cr Tim Bower

Seconded: Cr Tara Toomey

That Council accept an apology from General Manager.

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

Against: Nil

Absent: Cr Leanne Doran

CARRIED 9/0

Cr Doran arrived 4:02pm.

6 DISCLOSURE & DECLARATIONS OF INTEREST/S

The Chair advised there were no disclosures.

ORDINARY COUNCIL MEETING MINUTES

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7 CONFIRMATION OF MINUTES**7.1 CONFIRMATION OF MINUTES HELD 30 JANUARY 2023 EXTRAORDINARY MEETING****RESOLUTION 02.02/23****Moved:** Cr Tom O'Connor**Seconded:** Cr Bruce McMullen

That Council adopt the minutes of the Extraordinary Meeting held 30 January 2023 with the following amendment as a true and correct record:

- i. Item 9.1 replace heading with 'End of Year Financial Statements 2022 Referral to Audit'.

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

Against: Nil

CARRIED 9/0

7.2 CONFIRMATION OF MINUTES HELD 24 JANUARY 2023 ORDINARY MEETING**RESOLUTION 03.02/23****Moved:** Cr Tara Toomey**Seconded:** Cr Sarah Burrows

That Council adopt the minutes of the Ordinary Meeting held 24 January 2023 with the following amendments as a true and correct record:

- Remove from contents page 'Cr Doran arrived at 4:07pm'.

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

Against: Nil

CARRIED 9/0

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

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

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9 WRITTEN REPORTS FROM DELEGATES**9.1 WRITTEN DELEGATE ACTIVITY REPORT FROM THE MAYOR FOR JANUARY 2023****RESOLUTION 04.02/23****Moved:** Mayor Robert Bell**Seconded:** Cr Tara Toomey**That Council receive the Mayor's Delegate Activity Report for January 2023.**

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

Against: Nil

CARRIED 9/0**10 PUBLIC FORUM**

Mr Trevor Hollis (4:10pm)

The Chair introduced the Speaker.

The Speaker made a presentation to Council speaking on:

- Widening and guttering for the road on the North side of the Bridge
- Drought proofing for Bundarra. The Mayor confirmed that Bundarra is included in The Integrated Water Cycle Plan (Bundarra/ Uralla)
- Rate increases. The Mayor quoted IPART 3.7%

The Chair invited questions from Councillors.

Mr John Layton (6:43pm)

The Chair introduced the Speaker.

The Speaker made a presentation to Council speaking on:

- Barraba Road
- 3G service
- Improvements on drainage, tennis courts, footpaths in main street.
- Sewerage at end of the Showground at main pump station has a stench.

The Chair invited questions from Councillors.

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11 MAYORAL MINUTE**11.1 MAYORAL MINUTE - COMMUNITY ENGAGEMENT****RESOLUTION 05.02/23****Moved:** Mayor Robert Bell**Seconded:** Cr Sarah Burrows

That Council receive the Mayoral Minute - Councillor Community Engagement and thank the community for their ongoing engagement with and contributions to Council with the following additions/changes made:

- July – Kentucky
- August – Kingstown
- September – Saumarez
- October – Rocky River
- November – Bundarra
- December - Uralla

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

Against: Nil

CARRIED 9/0

12 NOTICE OF MOTION/QUESTIONS WITH NOTICE**12.1 NOTICE OF MOTION - NEED FOR ADEQUATE FINANCIAL REPORTING****RESOLUTION 06.02/23****Moved:** Deputy Mayor Robert Crouch**Seconded:** Cr Lone Petrov**That Council:**

1. Acknowledge the following issues raised in the Notice of Motion, have been addressed in the February Business Agenda:

- i. Receive as a matter of urgency a report that provides the current income and expenditure against the approved 22/23 budget, as at the end of December 2022.
- ii. Be presented with the 2nd Quarterly Budget Review Statement at the February 2023 meeting.
- iii. Note that the 1st Quarterly Budget Review Statement presented at report 14.8 to the 13th December 2022 Ordinary Council meeting was not accepted by Council due to the significant shortcomings in the completeness and accuracy of the information provided.
- iv. Receive a report that assures Council that adequate processes have been put in place to ensure timely, complete and accurate reports to Council in the future.

2. Express appreciation to staff for bringing financial reporting to Council back on track.

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

Against: Nil

CARRIED 9/0

12.2 NOTICE OF MOTION - UTEC REPORT TO COUNCIL - FEBRUARY 2023

RESOLUTION 07.02/23

Moved: Cr Tara Toomey

Seconded: Cr Leanne Doran

That Council receive the following recommendations from the UTEC Meeting held on 6th February 2023 and provide a decision on Council's position on each item:

1. Recommend Council seek support from the funding body to allocate the balance of the funds from the Public Spaces Legacy Fund to the development of a detailed plan for stage 2 of the Fibonacci theme at Pioneer Park in partnership with UTEC, Uralla Arts and other interested parties from the Uralla Shire
2. Note that with a majority of 7 to 2 the UTEC committee voted to continue with the first stage of developing the Fibonacci theme as part of the Pioneer Park project;
3. Council advertise the 2 vacant UTEC positions.

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

Against: Nil

CARRIED 9/0

13 REPORT OF COMMITTEES

Nil

14 REPORTS TO COUNCIL

14.1 DEVELOPMENT APPLICATION 70/2022 STRATA SUBDIVISION 20 QUEEN STREET URALLA

RESOLUTION 08.02/23

Moved: Deputy Mayor Robert Crouch

Seconded: Cr Tim Bower

That Council resolve to approve an eight lot strata subdivision with residual common property lot at 20 Queen Street Uralla, being Lot 6 Section 14 DP 759022 subject to the following conditions of consent:

DEVELOPMENT APPLICATION CONDITIONS OF CONSENT – DEVELOPMENT APPLICATION 70/2022 STRATA SUBDIVISION 20 QUEEN STREET URALLA

PRESCRIBED CONDITIONS (under Environmental Planning and Assessment Regulation 2000)

Nil

GENERAL CONDITIONS

1. The development shall be implemented in accordance with:
 - (a) All documentation and correspondence submitted by the applicant, or their agents, in support of the Development Application,
 - (b) The details set out on the plans approved and stamped by authorised officers of Council, except as amended by the conditions of this development consent.

Reason: To ensure that the development proceeds in the manner proposed by the applicant and approved by Council.

CONDITIONS TO BE COMPLETED PRIOR TO ISSUE OF SUBDIVISION CERTIFICATE

2. That nine strata lots are created by the subdivision of Lot 6, Section 14, DP 759022:
 - Two of around 99m²,
 - Two of around 112m²,
 - Four of around 121m², and
 - A common property residual lot of around 1065m².

Reason: To ensure that the development proceeds in the manner proposed by the applicant and approved by Council.
3. A surveyor's plan must be submitted to Uralla Shire Council prior to the expiry date of this development consent so that the subdivision certificate on the plan can be signed by an authorised officer.

Reason: The subdivision cannot be registered with the Land Titles Office, and be finalised, until the subdivision certificate on the surveyors plan is signed by an authorised officer of Uralla Shire Council.

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4. The driveway is to be concrete or bitumen sealed from Queen Street to each of the units' carports.

Reason: To provide an appropriate level of access to each of the units.

Following debate a DIVISION DECISION was called with the result recorded as below:

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

Against: Nil

CARRIED 9/0

14.2 PROCUREMENT OF TWO (2) MOTOR GRADERS

RESOLUTION 09.02/23

Moved: Cr Tom O'Connor

Seconded: Cr Tim Bower

That Council:

1. Accept the tender submitted by RDO Equipment for the supply of two (2) new John Deere 770GP Graders per the specifications of RFT1045480 for a total \$1,076,600 excluding GST on the basis that it represents the best overall value for money offer in accordance with Council's Tender Assessment process.
2. Note that Council's two existing graders will be retained as working units until the new replacement units are delivered and commissioned into use.
3. Note that the two existing graders will then be disposed of via a public Sale by Tender process with an expected return to Council of \$330,000 excluding GST.
4. Note that the combined result of the above transactions is a total net cost to Council of \$746,000 excluding GST.

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

Against: Nil

CARRIED 9/0

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14.3 PUBLIC SPACES LEGACY PROGRAM AND COURTHOUSE REFURBISHMENT WORKS UPDATE

RESOLUTION 10.02/23

Moved: Cr Tim Bower

Seconded: Cr Leanne Doran

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).

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

Against: Cr Robert Crouch

CARRIED 8/1

Mayor called for a short break at 5:17pm

Mayor resumed the meeting at 5:25pm

14.4 DRAFT WATER SUPPLY ASSET MANAGEMENT PLAN VERSION 2.4 (FEBRUARY 2023)

RESOLUTION 11.02/23

Moved: Cr Tom O'Connor

Seconded: Cr Leanne Doran

That Council:

1. Place the Draft Water Supply Network Asset Management Plan on public exhibition for 28 days.
2. Receive a further report to Council for endorsement of the Water Supply Network Asset Management Plan incorporating the consideration of any submissions received during the exhibition period.

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

Against: Nil

CARRIED 9/0

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14.5 DRAFT ROADSIDE VEGETATION MANAGEMENT PLAN

RESOLUTION 12.02/23

Moved: Cr Tom O'Connor

Seconded: Cr Sarah Burrows

That Council:

1. Endorse the draft Roadside Vegetation Plan 2023 for public exhibition for 28 days.
2. Receive a further report to endorse the Roadside Vegetation Plan 2023 incorporating the consideration of any submissions received during the exhibition period.

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

Against: Nil

CARRIED /0

14.6 DRAFT STORMWATER ASSET MANAGEMENT PLAN VERSION 1.0 (FEBRUARY 2023)

RESOLUTION 13.02/23

Moved: Cr Tom O'Connor

Seconded: Cr Tara Toomey

That Council adopts the draft Stormwater Drainage Asset Management Plan.

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

Against: Nil

CARRIED 9/0

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14.7 DRAFT BUILDINGS ASSET MANAGEMENT PLAN VERSION 2.4 (FEBRUARY 2023)**RESOLUTION 14.02/23****Moved:** Cr Tom O'Connor**Seconded:** Cr Sarah Burrows**That Council adopts the draft Buildings 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, Tara Toomey**Against:** Nil**CARRIED 9/0****14.8 DRAFT OPEN SPACES AND RECREATION FACILITIES ASSET MANAGEMENT PLAN VERSION 1.0 (FEBRUARY 2023)****RESOLUTION 15.02/23****Moved:** Cr Tom O'Connor**Seconded:** Cr Bruce McMullen**That Council adopts the draft Open Spaces and Recreation Facilities Asset Management Plan (Version 1.0).****For:** Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov, Tara Toomey**Against:** Nil**CARRIED 9/0**

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14.9 ROMAN STREET KERB AND GUTTER

RESOLUTION 16.02/23

Moved: Deputy Mayor Robert Crouch

Seconded: Cr Leanne Doran

That Council:

1. Complete the installation of kerb and guttering to the frontage of 4, 6, 8, 10, 12 and 14 as per Point (1) of Resolution (19.12/22) Ordinary Council Meeting 13 December 2022.
2. Complete the kerb and guttering of the 32 Dumaresq Street property where it fronts Roman Street.
3. Note that the portion of Kerb and Gutter which fronts the newly created subdivision at No. 4 Roman Street will be fully funded by the property owner in accordance with the already issued consent conditions of that subdivision.
4. Contact each resident and install lay backs as requested and to the standards specified which are similar to Armidale Regional Council profiles.
5. Note that a Draft Kerb, Guttering and Footpath Policy is still a work in progress and will be referred to a future meeting of Council.

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

Against: Nil

CARRIED 9/0

14.10 DRAFT TREE MANAGEMENT POLICY 2023

RESOLUTION 17.02/23

Moved: Cr Sarah Burrows

Seconded: Cr Tom O'Connor

That Council:

1. Place the Draft Tree Management Policy for Council Managed Land 2023 on public exhibition for 28 days; and
2. Receive a further report following the assessment of any submissions which are received, and consider the adoption of the Policy.

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

Against: Nil

CARRIED 9/0

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14.11 DRAFT SEWERAGE ASSET MANAGEMENT PLAN VERSION 4.3 (FEBRUARY 2023)**RESOLUTION 18.02/23****Moved:** Cr Tom O'Connor**Seconded:** Cr Tim Bower**That Council:**

1. Place the Draft Sewer Asset Management Plan Version 4.3 on public exhibition for 28 days.
2. Receive a further report to Council for endorsement of the Sewer Asset Management Plan Version 4.3, incorporating the consideration of any submissions received during the exhibition period.
3. Have staff look to provide a network map of Water and Sewer for Uralla and Bundarra.

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

Against: Nil

CARRIED 9/0**14.12 WORKS PROGRESS REPORT - JANUARY 2023****RESOLUTION 19.02/23****Moved:** Cr Tara Toomey**Seconded:** Deputy Mayor Robert Crouch**That Council note the Works Progress Report as at 30 January 2023.**

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

Against: Nil

CARRIED 9/0

Mayor called for a short break at 6:01pm.

Mayor resumed the meeting at 6:05pm.

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14.13 OPERATIONAL PLAN AND DELIVERY PROGRAM PROGRESS REPORT AS AT 31 DECEMBER 2022

RESOLUTION 20.02/23

Moved: Cr Bruce McMullen

Seconded: Deputy Mayor Robert Crouch

That the Operational Plan and Delivery Program Progress Report at 31 December 2022 be noted.

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

Against: Nil

CARRIED 9/0

14.14 QUARTERLY BUDGET REVIEW STATEMENT - SECOND (2) QUARTER 2022-2023

RESOLUTION 21.02/23

Moved: Cr Tom O'Connor

Seconded: Cr Tim Bower

That Council note the second quarter budget review summary for the 2022-23 financial year and adopt the adjustments to budget allocations.

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

Against: Nil

CARRIED 9/0

14.15 MONTHLY FINANCE REPORT FOR JANUARY 2023

RESOLUTION 22.02/23

Moved: Cr Tom O'Connor

Seconded: Cr Tim Bower

That Council receive the Monthly Finance Report for January 2023

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

Against: Nil

CARRIED 9/0

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14.16 PRUDENTIAL COMPLIANCE POLICY UPDATE 2023

RESOLUTION 23.02/23

Moved: Cr Tom O'Connor

Seconded: Cr Lone Petrov

That Council:

1. place the Policy: Prudential Compliance 2023 update on public exhibition for a period of 28 days; and
2. receive a further report to Council on Policy: Prudential Compliance 2023 following the exhibition, incorporating the consideration of any submissions received during the exhibition period.

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

Against: Nil

CARRIED 9/0

14.17 CENTRAL NORTHERN REGIONAL LIBRARY MINUTES OF ANNUAL GENERAL AND ORDINARY MEETING 16 NOVEMBER 2022

RESOLUTION 24.02/23

Moved: Deputy Mayor Robert Crouch

Seconded: Cr Leanne Doran

That Council lay the matter on the table pending provision of the minutes of the "Central Northern Regional Library Minutes of Annual General and Ordinary Meeting 16 November 2022".

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

Against: Nil

CARRIED 9/0

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14.18 CASH INVESTMENTS AT 31 JANUARY 2023

RESOLUTION 25.02/23

Moved: Cr Tom O'Connor

Seconded: Cr Tara Toomey

That Council note:

1. The cash position as at 31 January, 2023 consisting of cash and overnight funds of \$2,197,698 term deposits of \$18,250,000 totalling \$20,447,698 of readily convertible funds; and
2. The financial statements of the year ending 30 June 2022 is still being audited. Based on the draft financial statements as at 30 June 2022, the balance of cash and investment as at 31 January 2023 is \$20,447,698. Of this, \$15,874,717 attributable to external restrictions and \$3,561,117 internal restrictions, and estimated balance of unrestricted cash as at 31 January 2023 is \$1,011,855.

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

Against: Nil

CARRIED 9/0

14.19 LOANS AS AT 31 JANUARY 2023

RESOLUTION 26.02/23

Moved: Cr Tom O'Connor

Seconded: Cr Bruce McMullen

That Council note the loan position as at 31 January, 2023 totalling \$1,615,155.93.

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

Against: Nil

CARRIED 9/0

ORDINARY COUNCIL MEETING MINUTES

28 FEBRUARY 2023

14.20 REGISTER RESOLUTIONS ACTIONS STATUS AS AT 22 FEBRUARY 2023

RESOLUTION 27.02/23

Moved: Cr Tara Toomey

Seconded: Deputy Mayor Robert Crouch

That Council note the resolution action Status at 22 February 2023.

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

Against: Nil

CARRIED 9/0

Mayor called for a dinner break at 6:48pm

Mayor resumed meeting at 7:10pm

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 Building Certifier Service Level and Resourcing

This matter is considered to be confidential under Section 10A(2) - a and 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 as it deals with personnel matters concerning particular individuals (other than councillors) and information that would, if disclosed, confer a commercial advantage on a competitor of the council.

15.2 Information Technology Upgrade

This matter is considered to be confidential under Section 10A(2) - d(ii) and f 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 information that would, if disclosed, confer a commercial advantage on a competitor of the council and details of systems and/or arrangements that have been implemented to protect council, councillors, staff and Council property.

ORDINARY COUNCIL MEETING MINUTES

28 FEBRUARY 2023

PROCEDURAL MOTION

RESOLUTION 28.02/23

Moved: Cr Tara Toomey

Seconded: Cr Leanne Doran

That Council move into Closed Session of Council.

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

Against: Nil

CARRIED 9/0

PROCEDURAL MOTION

RESOLUTION 30.02/23

Moved: Cr Tom O'Connor

Seconded: Cr Leanne Doran

That Council return to Open Session of Council

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

Against: Nil

CARRIED 9/0

16 COMMUNICATIONS OF COUNCIL DECISIONS

The Chair communicated the Council decisions from the closed session.

RESOLUTION 31.02/23

Moved: Cr Tom O'Connor

Seconded: Cr Leanne Doran

That resolutions of Closed Session of Council become the resolutions of Open session of Council.

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

Against: Nil

CARRIED 9/0

ORDINARY COUNCIL MEETING MINUTES

28 FEBRUARY 2023

15.1 BUILDING CERTIFIER SERVICE LEVEL AND RESOURCING

RESOLUTION 28.02/23

Moved: Cr Tim Bower

Seconded: Cr Bruce McMullen

That Council:

1. Advertise for a full-time/part-time qualified (or partly qualified) building certifier/health inspector for commencement from July 2023; and
2. Incorporate the position into Council's organisational structure (additional 1 full-time-equivalent) and include the estimated revenue and expenditure for the position in the 2023/2024 budget.

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

Against: Nil

CARRIED 9/0

15.2 INFORMATION TECHNOLOGY UPGRADE

RESOLUTION 29.02/23

Moved: Cr Tom O'Connor

Seconded: Cr Tim Bower

That Council :

1. Proceed with the entering into agreement with Civica for its software upgrade to Civica's Saas version of its Authority project (known as Altitude); and
2. Defer all other considerations and recommendations in the report items 15.2 to a councillor's workshop including any other IT issues identified

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

Against: Nil

CARRIED 9/0

17 CONCLUSION OF MEETING

The meeting was closed at 7:35pm.

7.2 Confirmation of Minutes held 14 March 2023 Extraordinary Meeting

Department:	General Manager's Office
Prepared By:	Executive Assistant
Authorised By:	General Manager
Reference:	UINT/23/3486
Attachments:	1. Minutes 14 March 2023 Extraordinary Meetings

RECOMMENDATION

That Council adopt the minutes of the Extraordinary Meeting held 14 March 2023 as a true and correct record.



MINUTES of

EXTRAORDINARY COUNCIL MEETING

Held on 14 March 2023 at 4pm

Attendance at Meeting:

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

Apologies:

Mrs K Jessep, General Manager
Mrs C Valencius, Executive Director Corporate & Community

Staff:

Mr M Raby, Interim Director Infrastructure
Ms W Westbrook, Executive Assistant
Ms L Chalmers, Executive Support Officer
Mr M Clarkson, Manager Planning & Development
Mr M Ahammed, Manager Finance & IT

Guests:

Jacob Sauer | Principal Forsyths
Igor Ivannikov | Contract Accountant – Assets, Finance

EXTRAORDINARY COUNCIL MEETING MINUTES

14 MARCH 2023

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EXTRAORDINARY COUNCIL MEETING MINUTES

14 MARCH 2023

1 OPENING & WELCOME

The Chair declared the meeting opened at 4:12pm.

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.

5 APOLOGIES & APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS

Nil

6 DISCLOSURE & DECLARATION OF INTEREST/S

Nil

7 PURPOSE OF EXTRAORDINARY MEETING

To receive the 2022 End of Financial Year Statements and Auditors Report.

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

Nil

9 REPORTS TO COUNCIL**9.1 PRESENTATION OF 2022 FINANCIAL STATEMENTS****RESOLUTION 01.03/23**

Moved: Cr Tom O'Connor

Seconded: Cr Tim Bower

That;

1. the Annual Financial Statements and Auditor's Reports for the year ended 30 June 2022 be presented to the Public in accordance with Section 419 (1) of the Local Government Act 1993.
2. Submissions under Section 420 (2) of the Act will be received until 28 March 2023 before being referred to the Auditor on the Council's audited financial reports or with respect to the Auditor's report.

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

Against: Cr Tara Toomey

CARRIED 8/1

EXTRAORDINARY COUNCIL MEETING MINUTES14 MARCH 2023

10 COMMUNICATION OF COUNCIL DECISIONS**11 CONCLUSION OF MEETING**

The meeting was closed at 5:13pm.

UNCONFIRMED

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

9 WRITTEN REPORTS FROM DELEGATES

9.1 Written Delegate Activity Report from the Mayor for February 2023

Department:	General Manager's Office
Prepared By:	Mayor
Authorised By:	General Manager
Goal:	4. We are an independent shire and well-governed community
Strategy:	4.1. Informed and collaborative leadership in our community

RECOMMENDATION

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

REPORT

Mayor: Robert Bell		
Date of Council Meeting: 28 March 2023		
DATE	COMMITTEE/MEETING/EVENT	LOCATION
1 Feb 2023	NEOEN Windfarm discussion with Tamworth Council	Tamworth
2 Feb 2023	Interview Northern Leader	Uralla
4 Feb 2023	Opening of Uralla Show	Uralla Showground
5 Feb 2023	Dr Alkhouri presentation	Uralla Bowling Club
6 Feb 2023	GM Meeting	Uralla
7 Feb 2023	GM Workshop & Briefing Sessions <ul style="list-style-type: none"> - Roadside Vegetation management Plan - Tree Management Policy - AMP's ready to adopt: <ul style="list-style-type: none"> o Buildings o Stormwater & Drainage o Open-spaces & Recreation - AMP's for Public Exhibition: <ul style="list-style-type: none"> o Water Supply Network o Sewerage - Community Referendum - Stronger Country Communities Round 5 - CONFIDENTIAL SESSION – Walcha Energy 	Uralla
8 Feb 2023	2AD Interview	Via Phone
10 Feb 2023	CoREM Meeting	Uralla
10 Feb 2023	Solar Recycling Initiative Meeting – UNE Armidale	Armidale
13 Feb 2023	GM Meeting	Uralla
14 Feb 2023	Robert Baker's funeral	Bundarra
14 Feb 2023	Training – Planning Institute Australia Session -1	Uralla

15 Feb 2023	Funding Announcement with Deputy Premier and Hon Adam Marshall	Tolleys Gully Bridge
16 Feb 2023	Training – Planning Institute Australia Session -2	Uralla
20 Feb 2023	GM Meeting	Uralla
21 Feb 2023	CMA Conference & CoREM Forum	Sydney
22 Feb 2023	Hon Barnaby Joyce Meeting	Uralla
27 Feb 2023	NEJO Meeting	Warialda
28 Feb 2023	Essential Energy – Uralla CBD	Uralla
28 Feb 2023	Ordinary Council Meeting	Bundarra
Expenses Claim for Month of February 2023		\$0

10 PUBLIC FORUM

Nil

11 MAYORAL MINUTE

11.1 Mayoral Minute - NBN Co Updgrade Project for Kentucky

Reference:	UINT/23/3337
Attachments:	<ol style="list-style-type: none">1. Gig State Letter to Uralla Shire Council2. Gig State Funding Map3. Gig State FAQs

Kentucky has been chosen to receive enhanced internet services as part of the NSW Government Gig State project.

RECOMMENDATION

The Mayoral minute on NBN Co Upgrade Project for Kentucky be noted.

Background

Letter received from Department of Regional NSW Government has advised Kentucky has been chosen to received enhanced internet services as part of their NBN Co Upgrade Project known as “*NSW Government Gig State Project*”.

Price, quality and speed are expected to improve for the Kentucky community.

The planned start is being rolled out late 2024 with completion expected around end of 2025.

Please find more detail in the attachments provided by Department of Regional NSW Government.

Department of Regional NSW

Gig State



3 March 2023

Cr Robert Bell
Mayor
Uralla Shire Council
32 Salisbury Street, Uralla NSW 2358

The Gig State project will invest \$50 million for fixed wireless internet across regional NSW

Dear Cr Bell,

I am writing to advise that the community of **Kentucky** within your Local Government Area (LGA) has been chosen to receive enhanced internet services as part of the NSW Government's Gig State project.

The Gig State project aims to bring metro-equivalent internet price, quality of service and speeds to rural, remote, and regional NSW that rely on satellite internet services through investment in internet infrastructure and emerging technologies.

The NSW Government recently signed a \$50 million agreement with NBN Co to establish a network of 56 fixed wireless broadband towers, boosting internet connectivity with a faster and more reliable service.

This agreement with NBN Co is the first to be signed as part of the Gig State project's \$60 million grants program, which was announced late last year.

The project will now enter a detailed planning phase, which will determine the final locations of the fixed wireless towers and the services provided in each location. The rollout of the towers is expected to start in late-2024 and be completed by the end of 2025.

Included with this letter is a list of Frequently Asked Questions that can be shared with your communities. Residents can stay in touch with NBN Co about the project through their website.

This is an exciting outcome for regional NSW, and we look forward to working with you throughout the delivery phase of this project.

For further information please visit our website at [Gig State Project](#), or to request a briefing about the Gig State project contact the Gig State team via: RDC.program@regional.nsw.gov.au.

Warm Regards,

Gig State
Regional Digital Connectivity
Department of Regional

nsw.gov.au

Department of Regional NSW

Gig State

Regional locations to receive internet improvements



● Location ⊙ Area surrounding location

The regional locations shown on this map will receive internet improvements from nbn, and are accurate at the date of publishing, 27 February 2023. Pinpoints are for illustrative purposes only; minor geographic inconsistencies may be present. As part of the Gig State project's usual detailed design phase, locations are assessed to confirm their suitability for inclusion in the final rollout. The Department of Regional NSW may make variations to the locations listed and this map in the future.



Gig State

Regional locations to receive internet improvements

Location name	Local Government Area (LGA)
● Baradine	Warrumbungle Shire Council
● Binda	Upper Lachlan Shire Council
● Bingie	Eurobodalla Shire Council
● Binnaway	Warrumbungle Shire Council
● Brayton	Goulburn Mulwaree Council
● Brewarrina	Brewarrina Shire Council
● Collombatti	Kempsey Shire Council
● Area surrounding Condobolin	Lachlan Shire Council
● Area surrounding Coonabarabran	Warrumbungle Shire Council
● Area surrounding Crookwell	Upper Lachlan Shire Council
● Deepwater	Glen Innes Severn Council
● Emmaville	Glen Innes Severn Council
● Goolgowi	Carrathool Shire Council
● Area south of Goulburn	Goulburn Mulwaree Council
● Grabben Gullen	Upper Lachlan Shire Council
● Grattai	Mid-Western Regional Council
● Area surrounding Grenfell	Weddin Shire Council
● Gundary	Goulburn Mulwaree Council
● Hargraves	Mid-Western Regional Council
● Area surrounding Hay	Hay Shire Council
● Area surrounding Henty	Greater Hume Shire Council
● Herons Creek	Port Macquarie-Hastings Council
● Kentucky	Uralla Shire Council

Location name	Local Government Area (LGA)
● Kundabung	Kempsey Shire Council
● Laggan	Upper Lachlan Shire Council
● Lower Boro	Goulburn Mulwaree Council
● Merah North	Narrabri Shire Council
● Area surrounding Moree	Moree Plains Shire Council
● Mungindi	Moree Plains Shire Council
● Area surrounding Narrabri	Narrabri Shire Council
● Parkesbourne	Goulburn Mulwaree Council
● Pleasant Hills	Lockhart Shire Council
● Area surrounding Pokolbin	Cessnock City Council
● Quialigo	Goulburn Mulwaree Council
● Quorrobolong	Cessnock City Council
● Area surrounding Rylstone	Mid-Western Regional Council
● Taralga	Upper Lachlan Shire Council
● Tirrannaville/Yarra	Goulburn Mulwaree Council
● Tottenham	Lachlan Shire Council
● Urana	Federation Council
● Area surrounding Walcha	Walcha Council
● Area surrounding Wee Waa	Narrabri Shire Council
● Wilcannia	Central Darling Shire Council
● Windellama	Goulburn Mulwaree Council
● Woolbrook	Tamworth Regional Council
● Yerong Creek	Lockhart Shire Council

Department of Regional NSW

Gig State Frequently asked questions

Gig State's latest agreement will invest \$50 million for fixed wireless internet across regional NSW

What is the Gig State project?

The Gig State project aims to bring metro-equivalent internet price, quality of service and speeds to rural, remote and regional NSW residents who rely on satellite internet services, through investment in internet infrastructure.

Improving the internet services across regional NSW will mean businesses and communities can effectively run and expand their operations, use cloud-based services, access online teleconferencing programs and education opportunities, work from home, stay in touch with friends and family, and have improved access to tele-health services.

What will the \$50 million agreement deliver?

NBN Co recently entered a \$50 million agreement with the NSW Government, through the Gig State project. The agreement will establish a network of 56 fixed wireless broadband towers, boosting internet connectivity with a faster and more reliable service.

These towers will boost internet services in 46 regional locations, covering more than 11,000 premises.

Where has the funding come from?

In late 2022, the Gig State project released a \$60 million grant funding opportunity to improve internet connectivity across regional NSW where there is limited or no internet availability.

NBN Co are the first recipients announced from this grant program. Additional agreements will be announced in the coming months, for new projects to benefit even more regional communities.

What happens next?

NBN Co will start detailed planning across the 46 locations, which involves assessing each location and selecting the site for a fixed wireless tower, to bring the most benefit for nearby homes and businesses.

During this phase, the Department of Regional NSW, NBN Co and Councils will work closely, and may make small variations to the locations included in the final rollout.

When will the internet improvements be ready?

From late-2024, following the detailed planning phase, the rollout of 56 fixed wireless broadband towers will commence, with the project to be completed by the end of 2025.



Gig State

Frequently asked questions

What is fixed wireless?

Fixed wireless is a type of internet that uses antennas attached to your home or business. These antennas beam an internet signal from your home or business to a fixed location, usually a tower located nearby.

Fixed wireless towers are focussed on providing internet connectivity. They are different to mobile towers, which provide mobile phone coverage for voice (phone calls) and data (mobile internet) services.

Will my home be able to access the upgraded internet services?

Yes, homes and businesses will be able to access the upgraded fixed wireless internet. NBN Co will provide communities with more details in the coming months.

In the interim, you can register to receive regular updates about the project through:

www.nbnco.com.au/register

Will there be other Gig State projects?

The Gig State project has invested in 55 regional locations in NSW, using a mixture of fixed wireless and fixed line internet technology. Additional agreements are expected to be announced in the coming months for new projects to benefit even more regional communities.

Connect with us

For more information regarding the Gig State project please visit our website at [Gig State Project](https://www.gigstateproject.com.au) or contact the Department of Regional NSW via email to: RDC.program@regional.nsw.gov.au.



Example of a fixed wireless tower located in Griffith NSW.

11.2 Mayoral Minute - Delegation to waive fees

Reference:	UINT/23/3473
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RECOMMENDATION

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 in the Council Annual Report.

REPORT

Council sets annual fees and charges to either cost recover or obtain a contribution from the user towards the costs of providing services and infrastructure. Fees and charges also place a value on the services and infrastructure provided by Council on behalf of the community.

Staff must charge the fees set by Council. The only mechanism for customers to have fees and charges removed is under Council's Hardship Policy which requires application, assessment and a report to Council for a decision.

Recently, two of the schools have requested a fee waiver for hire of the Uralla Sports fields.

There are occasions during the year where it would be helpful if Council's General Manager could exercise discretion to authorise minor fee waivers for the benefit of our community. The quantum of such requests do not merit the cost of staff time to write reports to Council for approval and such a process also causes a time delay for the customer.

Waiving fees in a fair and consistent manner helps our community, and is good public relations for Council.

Council is required to report all donations in the Annual Report.

12 NOTICE OF MOTION/QUESTIONS WITH NOTICE

Nil

13 REPORT OF COMMITTEES**13.1 Financial Advisory Committee Minutes 21 March 2023**

Department: General Manager's Office**Prepared By:** Executive Assistant**Authorised By:** General Manager**Reference:** UINT/23/3478

Attachments: 1. Minutes Financial Advisory Committee Meeting 21 March 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 the Financial Advisory Committee Minutes of 21 March 2023 meeting be adopted as a true and correct record and the recommendations be endorsed.



MINUTES of

FINANCE ADVISORY COMMITTEE MEETING

Held on 21 March 2023 at 4:00pm

Attendance at Meeting:

Councillors: Mayor R Bell (Chair)
Cr T Bower
Cr S Burrows
Cr McMullen
Cr T O'Connor
Cr L Petrov

Apologies:

Cr T Toomey
Cr R Crouch
Cr L Doran

Staff:

Ms K Jessep, General Manager
Ms C Valencius, Executive Director Corporate & Community
Mr M Raby, Interim Director Infrastructure
Mr M Ahammed, Manager Finance & IT
Ms W Westbrook, Executive Assistant
Ms L Chalmers, Executive Support Officer

FINANCE ADVISORY COMMITTEE MEETING MINUTES

21 MARCH 2023

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FINANCE ADVISORY COMMITTEE MEETING MINUTES

21 MARCH 2023

1 OPENING & WELCOME

The Chair declared the meeting opened at 4:07pm.

2 PRAYER & ACKNOWLEDGEMENT OF COUNTRY

The Chair read the prayer and acknowledgement of country.

3 WEBCAST INFORMATION

The Chair advised the meeting is being audio recorded and reminded attendees

4 APOLOGIES & APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS/COMMITTEE MEMBERS**PROCEDURAL MOTION****COMMITTEE RESOLUTION 01.03/23**

Moved: Cr Sarah Burrows

Seconded: Cr Lone Petrov

That the apologies be received from Crs Toomey, Crouch & Doran be accepted and a leave of absence granted for the meeting.

For: Crs Robert Bell, Tim Bower, Sarah Burrows, Bruce McMullen, Tom O'Connor and Lone Petrov

Against: Nil

Absent: Crs Robert Crouch, Tara Toomey, Leanne Doran

CARRIED 6/0

Nil

5 DISCLOSURE & DECLARATION OF INTEREST/S

Nil.

6 CONFIRMATION OF MINUTES

The Chair advised that council adopted the minutes of the last meeting at its 13 December 2022 Ordinary Meeting.

Moved: Cr Tom O'Connor

Seconded: Cr Lone Petrov

Finance Advisory Committee Meeting held 15 November 2022 adopted at Council's Ordinary Meeting on 13 December 2022 (31.12/22) as a true and correct record.

FINANCE ADVISORY COMMITTEE MEETING MINUTES

21 MARCH 2023

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

Against: Cr Tara Toomey

Absent: Cr Sarah Burrows

CARRIED 7/1

7 TABLING OF PETITONS

Nil

8 LATE REPORT/S

Nil.

9 REPORTS TO COMMITTEE**9.1 SERVICE AREA BENCHMARKING REPORT 2022 - 2023****COMMITTEE RESOLUTION 02.03/23****Moved:** Cr Tom O'Connor**Seconded:** Cr Sarah Burrows**Recommend that Council use the Organisation Strategic Development restricted asset to:**

1. proceed to request for quote and engage 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
2. invest in concept plans for the expansion of McMaugh Gardens – request a report to the Ordinary Council meeting 28 March 2023.

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, Tim Bower, Sarah Burrows, Bruce McMullen, Tom O'Connor and Lone Petrov

Against: Nil

Absent: Crs Robert Crouch, Tara Toomey, Leanne Doran

CARRIED 6/0

FINANCE ADVISORY COMMITTEE MEETING MINUTES

21 MARCH 2023

9.2 DRAFT OPERATIONAL PLAN 2023 - 2024 ACTIONS

MAYOR REQUESTED COUNCILLORS TO:

Review the draft Operational Plan actions and send through feedback (by 30 March 2023) to assist with preparation of version two (V2) of draft Operational Plan.

9.3 DRAFT BUDGET REPORT 2023 - 2024

MAYOR REQUESTED COUNCILLORS TO:

Review version 1 draft 2023-24 budget and send through feedback (by 30 March 2023) to assist with preparation of version two (V2) of draft 2023-24 budget.

10 CONCLUSION OF MEETING

The meeting was closed at 5:36pm.

14 REPORTS TO COUNCIL

14.1 Waste Awareness Brochure

Department:	Infrastructure and Development
Prepared By:	Manager Environment & Waste
Authorised By:	Interim Executive Director Infrastructure
Reference:	UINT/23/3085

Attachments:	1. Waste awareness brochure prepared by ZNET in collaboration with USC
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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 3.3. Avoid, reduce, reuse (repair), and recycle (recover) wastage to minimise waste disposal

SUMMARY

This report recommends that Council adopt a Waste Management Awareness Brochure titled *“Let’s get wise about waste in Uralla Shire”* which has been developed by ZNET in collaboration with Uralla Shire Council.

The brochure is intended for use in community awareness and sensitization campaigns aimed at promoting proper sorting of wastes in order to reduce contamination rates in kerbside recycle waste.

RECOMMENDATION

That Council:

Endorse the Waste Brochure *“Let’s get wise about waste in Uralla Shire”* for use to create awareness on waste management within the Shire; and, Offer its appreciation to the NSW Government (funding partner), Peppers Australia (donor) and ZNET Uralla for their efforts.

REPORT

The waste management brochure has been prepared under the ZNET’s project on Uralla Working on Waste (Uralla-WOW) with funding from the Foundation for Rural & Regional Renewal’s *Stronger Rural Communities program* and donor Peppers Australia.

The Uralla-WOW project aims at engaging the Uralla community in reducing waste by holding activities aimed at encouraging more recycling, repurposing and mending rather than discarding items. The two focus areas for this project are:

1. to raise awareness through education on how to reduce waste going to landfill, and
2. workshops on recycling.

The brochure *“Let’s get wise about waste in Uralla Shire”*, is one of the materials prepared under the Uralla-WOW project with information supplied by Uralla Shire Council to promote best practices in the management of solid wastes within the LGA to increase resource recovery.

The brochure has been collated under the headings:

- 'Why' we need to be more mindful of our waste
- What rubbish goes in red and yellow lid bins
- How to recycle problem waste at the Community Recycling Centre (CRC)
- Ways to deal with green waste (Food and garden waste)

CONCLUSION

By endorsing the proposed waste brochure, Council in collaboration with ZNET will promote waste management strategies aimed at increasing understanding of waste reduction, reuse, recycling and resource recovery. The campaign will enhance awareness of recycling contamination and illegal dumping.

COUNCIL IMPLICATIONS

Community Engagement/Communication

Council will promote the brochure on USC's website and Facebook Page.

ZNET will produce hardcopies, distribute the brochure to households and undertake education activities to engage the communities.

Policy and Regulation

Protection of the Environment Operations Act (POEO Act) 1997

Protection of the Environment Operations (Waste) Regulation 2014

Waste Avoidance and Resource Recovery Act 2001

Financial/Long Term Financial Plan

ZNET will cover the costs for the production of the brochures and engagement of the community

Asset Management/Asset Management Strategy

Community knowledge will help to divert waste from landfill through reduction, reuse, recycling and resource recovery.

Workforce/Workforce Management Strategy

Nil

Legal and Risk Management

Service delivery is improved with improved community knowledge.

Performance Measures

Reduced contamination rates in kerbside recycle volumes and increase in volume of recycled wastes

Project Management

Executive Director Infrastructure and Development, Manager Environment and Waste

GREEN WASTE • food + garden waste

Council has an optional green bin service should you wish to dispose of your garden waste, including lawn clippings and branches, in this way.

Food waste, though, is not accepted in green bins.

In Australia, 92% of household food waste ends up in landfill*, where it breaks down anaerobically, giving out a lot of methane gas.
* National Food Waste Baseline

The good news is, there are lots of different ways we can keep food waste from going to landfill!

Chickens & Ducks

Animals, like poultry, efficiently turn food scraps into useful products like eggs.

Worm Farms

Worms convert food waste into rich garden soil. Worms farms are an easy and sustainable way of turning kitchen and garden waste into a high quality compost.

Compost

If you have a backyard, a compost bin is a great way to break down food waste naturally into material you can use on the garden. Digging scraps straight into garden beds is another option.

ShareWaste apps

Connect with other people in your community who are seeking food waste for their own animals or composting systems

Bokashi

A compact option to break down food waste which is great for units

FOGO

Options for FOGO (Food Organics and Garden Organics) collection and composting are currently being explored by Uralla Shire Council. Residents will be advised of progress, however, in the meantime, check out the options above



We can all become wise about food waste
For homes: <https://www.lovefoodhatewaste.nsw.gov.au/at-home/food-smart>
For Businesses: <https://www.lovefoodhatewaste.nsw.gov.au/business>



Uralla SHIRE
supporting our shire to
Zero Net Emissions and a
resilient, regenerative future
working with
Uralla
URALLA SHIRE COUNCIL

Let's get wise about waste in Uralla Shire

This booklet will help you to:

- ✓ Increase recycling rates
- ✓ Reduce quantities to landfill

→

RED LID BIN Rubbish

What rubbish goes in my red bin?

→

YELLOW LID BIN Rubbish

What rubbish goes in my yellow bin?

→

PROBLEM WASTE

How do I recycle problem waste at the Community Recycling Centre?

→

FOOD WASTE

What can I do to manage food waste?

The steps we take at home make a big impact on how efficiently our Council can process our waste and how much can actually be recycled.

We all create waste, so how can we manage it more wisely? Firstly, we need to know the answers to what goes where!

TIP: Even before you buy something, think about its packaging and how you'll dispose of both packaging and product when you have finished using it.

WASTE SERVICES NEAR YOU

Uralla Shire Council operates waste management facilities located in Uralla, Bundarra, Kingstown, and Kentucky.
Contact Council on 02 6778 3558 for locations and details of operating hours.

RED LID BIN • general waste

What can I put in my red bin?

- Household rubbish that is not recyclable
- Food waste, if absolutely necessary - see other ideas for food waste on page 4
- Plastic bags
- Broken glass (wrapped)
- Nappies (wrapped)

What can't I put in my red bin?

- Recyclable materials – these are for the yellow lid bin, of course!
- Materials that need to be taken directly to the Council Waste Management Facility, such as
 - Asbestos (contact Council about the requirements)
 - Electronic waste (E-waste)
 - Building materials
 - Vehicle parts
 - Scrap metal
 - White goods
- Anything from the problem waste list – these can be disposed of at the CRC



Recycling Problem Waste at the Community Recycling Centre

The Uralla Community Recycling Centre is a permanent drop-off centre for common household problem wastes that can't be collected via Council kerbside waste and recycling collection services. Residents can drop off problem wastes at the centre free of charge during facility working hours.

The Uralla Community Recycling Centre accepts the following items in household quantities:

- | | |
|----------------------|---------------------------|
| • Paint cans | • Car batteries |
| • Gas bottles | • Household batteries |
| • Fire extinguishers | • Smoke detectors |
| • Motor oils | • Fluoro globes and tubes |
| • Other oils | • Polystyrene |



YELLOW LID BIN • recycling

What happens after your yellow recycling bin is collected?

Did you know that Council staff sort the contents of your yellow bin **by hand**?

Contamination of recycling is one of the biggest hindrances to effective processing and means that the whole bin goes to landfill! It can also be dangerous for staff.

Let's be wise and follow these tips to make sure we get it right:

1. Check the item is made from a recyclable material, i.e.

- Aluminium cans, trays, and foil (clean)
- Magazines and paper
- Cardboard (flattened)
- Glass bottles and jars
- Steel, tin and aerosol cans (clean/empty)
- Any plastics with a 1, 2 or 3 no.
- Hard plastic bottles and containers from the kitchen, bathroom and laundry

2. Remove any solids and liquids and rinse all containers

3. Remove lids and put in rubbish bin



- No broken glass (please wrap and put in red lid bin)
- No recycling placed in plastic bags as these will automatically go to landfill
- No hazardous material
- Don't 'wish' cycle: we all wish everything was recyclable but unfortunately, it's not.

Check the list above, and if unsure, check the Uralla Council Waste Recycling A-Z : uralla.nsw.gov.au/Council-Services/Waste-Recycling/A-Z

Highly contaminated Recycle waste at Uralla Waste Facility, February 2023

Can you pick which items aren't recyclable?



TIP:

Have two bins in your kitchen so you can separate your recycling from your rubbish as soon as you have finished using an item. Putting everything in together and then separating them out later is like to lead to contamination which means, you guessed it, off to landfill.



14.2 Removal of Playground Equipment - Grace Munro Centre, Bundarra

Department:	Infrastructure and Development
Prepared By:	Manager Assets
Authorised By:	Interim Executive Director Infrastructure

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	1. We have an accessible inclusive and sustainable community
	2. We drive the economy to support prosperity
Strategy:	1.2. A safe, active and healthy shire
	1.4. Access to and equity of services
	2.3. Communities that are well serviced with essential infrastructure

SUMMARY

The playground outside the Grace Munro Aged Care Centre in Bundarra is no longer used and is recommended to be decommissioned and removed because of safety concerns and reputational risks to Council and residents.

Council is committed to the identification and elimination or reduction of risks associated with hazards that arise throughout Council's operations. The playground was inspected by staff and given its present condition it is not financially viable to rehabilitate or maintain the playground. The existing asset is effectively in an unusable condition which poses a significant risk exposure to Council. The playground has been cordoned-off from use pending Council's consideration of this matter.

RECOMMENDATION

That Council:

- 1. Endorse the demolition and disposal of the play equipment asset outside the Grace Munro Centre, Bundarra;**
- 2. Approve the rehabilitation of the site for other uses including revegetation with grass and planting with native tree species, after community consultation.**

REPORT

Council is committed to the identification and elimination or reduction of risks associated with hazards that arise throughout Council's operations as far as is reasonably practicable. Residents have access to the newly constructed Bundarra Multipurpose Courts which are the current preferred option for use by residents.

On 13 December 2022, Council resolved that the residents should be further consulted on whether the asset should be removed or rehabilitated. Subsequently an email to all Committee and Bundarra Community Group members was issued and notice placed on the notice board at the General Store in Bundarra with a call for submissions and comments, with a deadline of 2 February 2023. Councillors were provided with a copy of the notice via email for their information. No community comments or submissions were received on the matter.

An earlier inspection of the playground revealed that the play equipment was obsolete and poses a non-acceptable risk to the community.

The equipment has many issues including:

- Metallic components that are rusted with the paint peeled off
- Damaged or missing play equipment components
- Worn-out protective coating of metallic components on the equipment
- Lack of lubrication on moving parts
- Loose/missing fasteners
- Worn out swing bearings with missing parts

Site conditions at the playground are characterised by eroded/decomposed woodchip surfacing and missing/worn out wooden borders around the impact absorbing surface as may be seen in the photographs below.



Obsolete playing equipment and worn-out protective coating of metallic stand behind Grace Munro Aged Care Centre in Bundarra

The current state of the play equipment would require extensive repair work to make the playground safe for use and meet the current AS 685.0:2017 Standards for playground equipment and surfacing. The assessment revealed that making the repairs would not be cost effective and the only alternative option to keep the play area operational would be a significant capital investment in a new and more modern replacement which meets current safety standards.

In addition to the cost, safety and risk issues discussed above, a further two key elements have been considered in arriving at the recommendation contained in this report:

- The site itself is problematic in that it is located in an area bordering a storm water drain in a designated flood prone zone.
- A new playground and new play equipment at the site may not receive optimum usage considering the proximity of the newly constructed Bundarra Multipurpose Courts which itself is now reasonably utilised by residents and visitors.

Therefore the option to consider the removal and disposal of the obsolete play equipment is available to Council. If Council was to endorse the removal of the play equipment the site can be effectively rehabilitated for other uses including revegetation with grass and planting with native tree species. Staff recommend that further community consultation on the future passive use of the post-playground site should be undertaken prior to the finalisation of any ultimate rehabilitation plan.

CONCLUSION

Noting the recently completed Bundarra multi-purpose courts are reasonably utilised by the community, and the inoperable condition of the play equipment outside the Grace Munro Aged Care Centre, it is recommended that Council considers the recommendation to demolition and disposal of the play equipment

asset and approve the rehabilitation of the site for other uses including revegetation with grass and planting with native tree species in consultation with the community.

COUNCIL IMPLICATIONS

Community Engagement/Communication

This report proposes removal and disposal of the obsolete play equipment and that the current playground be used for the passive purposes which the community may suggest.

Policy and Regulation

[Public Governance, Performance and Accountability Act 2013](#)

[Section 403 of the Local Government Act 1993 – Resourcing strategy](#)

[Section 406 of the Local Government Act 1993 – Integrated Planning and Reporting Guidelines](#)

[Section 196A of the Local Government \(General\) Regulation 2021 – Integrated Planning and Reporting Guidelines](#)

Financial/Long Term Financial Plan

The overall condition of the playground equipment has decreased to a level that is no longer sustainable. Council will need to budget for the removal of the asset and the repurposing of the resultant open space. The removal can be done by Council's work crew.

There is an opportunity to seek grant funding to install new facilities; however, the indication from the residents is that they now use the newly constructed Bundarra Multipurpose Courts as the preferred recreation site.

Asset Management/Asset Management Strategy

The Open Space Asset Management Plan provides the mechanism for Council to manage all of the infrastructure, plant and equipment assets that it owns.

Workforce/Workforce Management Strategy

Council staff

Legal and Risk Management

Effective asset management is a requirement of the [Local Government Act 1993](#). Asset Management Plans assist in managing and controlling the risks of owning and operating infrastructure, plant and equipment assets.

Performance Measures

All Council's in NSW are required to comply with the [Local Government Act 1993](#), the [Local Government \(General\) Regulation 2021](#) and the [Integrated Planning and Reporting Guidelines for Local Government](#).

Project Management

Executive Director Infrastructure and Development, Manager Civil Infrastructure and Asset Manager.

14.3 Status of Groundwater Drilling - March 2023

Department:	Infrastructure and Development
Prepared By:	Manager Waste Water & Sewer
Authorised By:	Interim Executive Director Infrastructure
Reference:	UINT/23/3445

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	3.	We are good custodians of our environment
Strategy:	3.4.	Secure, sustainable and environmentally sound water-cycle infrastructure and services

SUMMARY

Council received \$1.5m in funding from the NSW Government's Safe and Secure Water Program to conduct the water security investigations which Council must undertake as a step towards compiling its future Integrated Water Cycle Management Plan (IWCMP) .

A part of that funding has since been utilised to conduct a program of exploratory drilling to investigate whether or not ground water is able to play any role in underpinning the future security of the Uralla Shire Town Water Supply.

The remaining funding is available to pay for investigations into other potential future water security options as a further component of the progress towards an IWCMP, but only after a conclusive (to the satisfaction of funding body) result of the ground water investigations is achieved.

The ground water investigation program has suffered some significant delays due to the difficulty in negotiating access to some private properties to conduct the testing. When last considering this matter at its ordinary meeting of 22 November 2022, Council resolved to:

1. *Incorporate review of water supply options within the scope of the integrated Water Cycle Management (IWCM) plan.*
2. *Seek a single invite 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 investigations to an end with or without the final two test bores no later than February 2023.*

This report responds to those three resolutions with status updates and the resultant recommendation.

RECOMMENDATION

That Council

Note the Report and cease the ground water investigation phase forthwith and receive the ground water Phase 2 investigation report at its Ordinary Meeting in May 2023.

Or

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.

REPORT

In relation to Council's November 2022 resolutions (1) and (2), the process of concluding a single invitation contract and offered price with Public Works Advisory (PWA) is continuing. The work requires the documentation of a detailed and fully encompassing scope of work which is agreed as 'fit for purpose' by Council, PWA and the funding partner DPE.

At this point in time Council has received a draft scope of work from PWA. Council has reviewed that draft and returned it with comments regarding deficiencies/amendments which require PWA's additional attention. Council have supplied copies of PWA's original draft scope, and Council's requested amendments and additions to DPE for their review and comment. Council now awaits PWA's final quotation (both price and scope) for the work to complete the IWCMP. Upon receipt, that offer will need to be formally consented to by DPE (as funding partner) before being presented to Council for its final consideration.

In relation to the ground water investigation the following status update is provided. Contract drillers under direction from Council's hydrogeological consultant have completed the drilling of nine (9) exploration bores of a programmed eleven (11) bores. The completed bores are generally located to the north of Uralla in areas considered most promising to strike groundwater based on geological maps and other records.

At this point in time two (2) bores have successfully yielded flows of 6 to 8 litres per second under test pumping. The test pumping was undertaken for a short periods of 5 to 6 hours only. A flow rate of 6 to 8 litres per second potentially translates to an annual production rate of a quantity approximately equivalent to Council's current Town Water supply needs. It remains unknown however whether the available quantity and recharge rate of the two productive aquifers is sufficient for either site to remain productive beyond the 5-6 hour period to which they have been currently tested.

The National Resources Access Regulator (NRAR) has only recently (February 2023) issued approvals to drill the last two remaining exploration bores and the driller is currently on standby complete the exploration-phase drilling in mid-April.

The current work, if completed, would see the hydrogeological consultant to complete their originally planned Phase Two (Exploration) report on 11 wells, which is anticipated in May 2023. Council retains the ability to either proceed with the last two well sites, or to cease the program immediately and receive a report on the nine (9) wells which have already been completed. There is no cost penalty to Council if it determines to not proceed with the last two (2) wells.

To facilitate either outcome two alternate recommendation options have been offered for Council's consideration and selection.

In either case the final report on the potential value or lack of value of the ground water resource would be available for Council consideration at its Ordinary Meeting in May 2023. The report will also need to be provided to DPE. The data will also form a component of the final IWCMP.

CONCLUSION

The process of establishing an encompassing scope of work and a price to deliver Council's future IWCMP is continuing. The report also details the status of the ground water investigation and requests Council consider the information and decide whether to cease the ground water investigation at nine wells or to continue and complete a further two wells.

The recommendation to this report offers Council two alternative resolutions for either result as Council may determine.

COUNCIL IMPLICATIONS**Community Engagement/Communication**

Landholders adjacent the drilling sites will be advised by letter box drop. Drilling sites are in Council-managed land (road reserves)

Policy and Regulation

Nil

Financial/Long Term Financial Plan

Completion of Phase Two (Exploration) is a milestone for next grant payment.

Asset Management/Asset Management Strategy

Nil

Workforce/Workforce Management Strategy

Council's Water Management resources and specialist works by specialist contractors

Legal and Risk Management

Nil.

Performance Measures

Timely completion of Phase Two (Exploration) report

Project Management

Completion of Phase Two is a milestone in the project schedule.

14.4 NSW Local Government Recovery Grants

Department:	Infrastructure and Development
Prepared By:	Interim Executive Director Infrastructure
Authorised By:	General Manager
Reference:	UINT/23/3023

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	2.	We drive the economy to support prosperity
Strategy:	2.1.	An attractive environment for the business sector
	2.3.	Communities that are well serviced with essential infrastructure

SUMMARY

The purpose of this report is to advise Council that a grant application has been submitted by staff following the receipt of an invitation for a disaster recovery payment of \$1,000,000 by the NSW Government via Minister for Local Government, the Hon Wendy Tuckerman.

This funding is to be provided under the Disaster Recovery Funding Arrangements (DRFA) – Category D and will be known as the ‘NSW Local Government Recovery Grant’. The payment is in recognition of the burden and the recovery costs placed upon Council by the flood damage suffered during the ARGN 1034 disaster event.

The Grant has a flexible approach to the final nomination of projects to the extent that the works or projects which will be undertaken will be a matter for Council to consider after receipt of the grant.

Therefore a future report to facilitate the Councillors’ selection of appropriate projects will be submitted to Council immediately following advice that the Grant submission has been successful.

RECOMMENDATION

That Council note the NSW Local Government Recovery Grants report.

REPORT

Minister for Local Government, the Hon Wendy Tuckerman, has written to Council advising that in consideration of the storms and floods in 2022 (known as the ARGN 1034 event), it is acknowledged that Uralla has suffered a distressing and widespread impact. The Minister further understands that most of the responsibility for co-ordinating the ongoing flood recovery efforts also falls to Council, and that this has been and will continue to be a costly exercise for Council and its community.

Therefore to support the impacted Uralla Shire communities, the NSW Government in partnership with the Australian Government has announced significant recovery funding to assist disaster declared councils such as Uralla. This funding is to be provided under the Disaster Recovery Funding Arrangements (DRFA) – Category D and will be known as the ‘NSW Local Government Recovery Grant’.

The Local Government Recovery Grant will provide a payment of \$1 million to Uralla Shire Council upon the receipt of a Project Overview and the Grant Acknowledgement Schedule from Council.

If the submission is successful a future report will be provided to Council so that a list of appropriate works or projects can be selected and provided to the Grant body.

CONCLUSION

This report advises Council that a submission has been made to receive a 'NSW Local Government Recovery Grant' valued at \$1,000,000 following an invitation from the Hon Wendy Tuckerman, Minister for Local Government. A future report will enable Council to consider appropriate projects to be identified and selected for funding under the grant.

COUNCIL IMPLICATIONS**Community Engagement/Communication**

Future consideration post grant receipt.

Policy and Regulation

Nil

Financial/Long Term Financial Plan

Future consideration post grant receipt.

Asset Management/Asset Management Strategy

Future consideration post grant receipt.

Workforce/Workforce Management Strategy

Future consideration post grant receipt.

Legal and Risk Management

Nil

Performance Measures

Future consideration post grant receipt.

Project Management

Future consideration post grant receipt.

INTENTIONALLY BLANK

14.5 Asset Management Plans Implementation Progress - Grant Funding Applications December 2022 - March 2023

Department:	Infrastructure and Development
Prepared By:	Manager Assets
Authorised By:	Interim Executive Director Infrastructure
Reference:	UINT/23/3101

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	2.	We drive the economy to support prosperity
	4.	We are an independent shire and well-governed community
	3.	We are good custodians of our environment
Strategy:	2.3.	Communities that are well serviced with essential infrastructure
	2.1.	An attractive environment for the business sector
	4.3.	An efficient and effective independent local government
	3.4.	Secure, sustainable and environmentally sound water-cycle infrastructure and services

SUMMARY

This report presents an update on Council's progress regarding the implementation of Asset Management Plans for assets maintenance, renewals and upgrades in order to maintain the current levels of asset-based services to the community.

The key objective of Council's asset management planning is to provide the required levels of service to the community in accordance with the Community Strategic Plan and to do that in the most cost effective manner possible.

Therefore, a key mission in Council's strategic approach to resourcing is to maximise grant opportunities to fund the execution of its Asset Management Plan outputs. This report highlights successful grant funding and applications submitted in the period December 2022 to March 2023.

RECOMMENDATION

That Council notes:

- 1. The receipt of \$6,806,176 in grant funding to support maintenance, renewals and upgrades of existing road and open spaces assets.**
- 2. Applied or endorsed and awaiting grant funding amounting to \$885,223.00 for road transport assets.**

REPORT

This report presents Asset Management Plans Implementation Progress via Grant Funding as at 14 March 2023.

The key objective of asset management planning is to provide the required level of service for the community in accordance with the Community Strategic Plan and in the most cost effective manner. In this regard, grant fund sourcing is an important part of Council's resourcing strategies for asset management planning and delivery.

Grant Funding to support the implementation of Transport Asset Management Plan from December 2022 to March 2023:

1. \$1,679,408 received in February 2023. This funding was applied for under the Regional and Local Roads Repair Program via Transport for NSW and the amount is based on Uralla Shire Council's total road network of 921 km. Eligible works include corrective maintenance such as patching, heavy patching, smoothing or reshaping (for unsealed roads), drainage and culverts, and renewal works including partial asphalt overlays, re-grading of unsealed roads, removal of the old pavement and replacement with new, and improving existing surfaces. The approved period for the delivery of works under this grant is from 1 January 2023 to 29 February 2024.
2. \$316,306 in grant funding to address priority potholes on local roads and regional roads under Fixing Local Roads Pothole Repair Grant. The period for the expenditure of this Grant is 28 February 2023 up to 31 March 2024.
3. \$3,942,782 in grant funding from Transport NSW under Restart NSW for the upgrade of three sections of Thunderbolts Way. The period for the expenditure of this fund is 30 August 2023 to January 2026. The sections funded are:
 - 1.11.0 to 16.0km (Scrubby Gully section to be widened by 5.8m to 6.2m to achieve a total 8m wide formation and a 7m wide sealed width.
 - 2.49.2 to 50.9km (Two Mile Creek section) & 3.62.2 to 63.7km (Laura Creek section) - full width pavement rehabilitation and widening of the existing narrow pavement and seal to achieve a total 8m wide formation width and a 7m sealed width.
 - 62.2 to 63.7km (Laura Creek section)- - full width pavement rehabilitation and widen the existing narrow pavement and seal to achieve a total 8m wide formation width and a 7m sealed width.

Grant funding applied or but which is either awaiting a response or is endorsed but not yet funded:

1. \$96,800 applied to Active Transport NSW for the Stage 8 of the Shared Cycle Path Project (Rowan Avenue to the Entry of the Sports Complex). Awaiting a decision.
2. \$788,423 application submitted to the 2022/23 NSW Safer Roads Program and the Federal Black Spot Program which has been 'endorsed' for funding by the grant body. This grant has essentially been approved but not yet received. The funding will be used for improving the safety of Kingstown Road over a 1.0km section from 1.5km to 2.5 km west of Queen Street.

Grant funding to support implementation of Open Spaces and Recreation Facilities Asset Management Plan.

The total amount successfully secured in March 2023 for the sporting and park facilities from the Stronger Country Communities Fund is \$867,680 (this is the replacement for the earlier unsuccessful McMaugh's bid to the same approximate value).

1. \$ 535,442.50 will be used for upgrading and enhancement of sporting and recreation facilities across both Uralla and Bundara. Project sites include Uralla Tennis Court, Bundara Multipurpose Court, Kingstown Tennis Court, further shading of both small and large Pools, and refurbishment of Swimming Pool bath rooms, Hamden park gym and Penelope Park at Invergowrie. The aim is to improve these existing facilities to generate an increased level of community use and to provide improved user experience.
2. \$ 332,237.50 which will be used to upgrade and enhance Parks, gardens and open space facilities such as BBQ equipment, picnic tables and chair toilet facilities in Uralla and surrounding areas like Kingstown and Inver Gowrie. This is part of the continuing investment in rejuvenating amenity facilities in our parks, gardens and open spaces as part of the open space asset management planning adopted by Council. Again, the aim is to improve these existing facilities to generate an increased level of community use and to provide improved user experience.

CONCLUSION

Council has been successful in winning grant funding amounting to \$6,806,176 this calendar year to support maintenance, renewals and upgrades of existing road and open spaces assets. Additionally a further \$885,223.00 for the improvement of road transport assets is pending approval by grant authorities.

COUNCIL IMPLICATIONS**Community Engagement/Communication**

This report confirms excellent progress has been made on Council's Asset Management Planning and execution, and Council commitment to the management of the community's infrastructure assets.

Policy and Regulation

- Section 403 of the Local Government Act 1993 – Resourcing strategy.
- Section 406 of the Local Government Act 1993 – Integrated Planning and Reporting Guidelines.
- Section 196A of the Local Government (General) Regulation 2021 – Integrated Planning and Reporting Guidelines.

Financial/Long Term Financial Plan

The grants received support Council's Asset Management planning and 10 Year Long Term Financial Plan.

Asset Management/ Asset Management Strategy

The Asset Management Plans will continue to provide the key guidance mechanism for Council to manage all of the infrastructure, plant and equipment assets.

Workforce/Workforce Management Strategy

Council Staff.

Legal and Risk Management

Effective asset management is a requirement of the Local Government Act 1993. Asset Management Plans assist in managing and controlling the risks of owning and operating infrastructure, plant and equipment assets.

Performance Measures

Legislative compliance.

Council's infrastructure is safe, efficient and fit for purpose.

Project Management

Executive Director Infrastructure and Development and Asset Manager.

14.6 Works Progress Report - March 2023

Department:	Infrastructure and Development
Prepared By:	Executive Manager Civil Infrastructure
Authorised By:	Interim Executive Director Infrastructure
Reference:	UINT/23/2695
Attachments:	1. Capital Works Program as at 28 February 2023 for the 28 March Meeting
Strategy:	2.3. Communities that are well serviced with essential infrastructure

SUMMARY

The purpose of this report is to inform Council of the works that have been progressed or completed during the period between the last report and the 28 February 2023, and the works that are scheduled to be undertaken over the coming months.

RECOMMENDATION

That Council note the Works Progress Report as at 28 February 2023.

REPORT**Works Undertaken Since End of January 2023:**

Main Road Maintenance	
MR73 Thunderbolts Way (Walcha), Thunderbolts Way and Bundarra Road	General bitumen patching of road surface and concurrent guidepost maintenance
MR73 Thunderbolts Way (Walcha)	Stabilised and sealed 4 sections
Sealed Roads Maintenance	
Uralla streets and rural roads Kingstown Road	Pothole patching, and table drainage maintenance and roadside slashing
Unsealed Roads Maintenance Grading	
Bakers Creek Road, Athol 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	Ready for base course installation. Removed trees

Bridge / Sign	
Torryburn Low Level Bridge	Completed Gabion rock around wing wall
Tolleys Gully Bridge	Completed chevrons
Old Kingstown Road	Heavy Patch
Saumarez Creek Bridge	Clean out debris

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 March 2023:

Regional Sealed Road Maintenance	
Bitumen patching, mowing, guide post replacements	

Rural Sealed Roads Maintenance	
Rural and Regional Roads	Bitumen patching, mowing, drainage maintenance

Unsealed Roads Maintenance	
Colomendy Road, Johnsons Road, Lindon Road, and Balala Road.	Grading and graveling Heavy Patch from flood damage

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	Culvert widening and new surface for pedestrian bridge, minor road widening to remove hazardous pinch point at same location

Construction	
Hawthorne Drive Construction	Completed base course. Ready for final Trim and Sealing.

Town Area	
General maintenance and up-keeping, mowing, slashing, reserves, parks and cemeteries, Uralla and 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

Pavement stabilisation of the sub-base has been completed. The construction team completed the pavement base works in January and February ready for final trim and bitumen sealing in late March.

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 will commence in March.

Project: Road Safety Program - School Zone Infrastructure Sub Program

The outstanding resurfacing of the road with asphalt has been delayed until this work can be coincided with other upgrade work in the area. This will reduce the establishment expenditure and maximise the area of asphalt that can be laid.

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. The funding is now supporting current and ongoing works.

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. The new administrative and acquittal requirements which will now need to be followed by Council when expending disaster recovery monies, whilst understandable, can be expected to add additional time to future recovery projects.

Generally over the last two months Uralla Shire Council operational teams have focused on largely temporary repairs and urgent of works to keep roads open and trafficable. In some cases where Council crews have been unable to directly deal with the works, contractors have been brought in to increase the available resources and accelerate the completion of the works. Further detailed planning has been undertaken and works which need to be issued to contractors are being programmed. It is to be expected that the additional resources will accelerate the recovery process especially with regard to transport road assets.

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 28 February 2023, and the works in progress scheduled over the March/April 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 the tabulated 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, within budgetary limitations, and sequenced with regard to community priorities and needs.

Project Management

Manager of Civil Infrastructure, Executive Manager of Civil Infrastructure, Overseer and Interim Executive Director Infrastructure.

CAPITAL WORKS PROGRESS REPORT AS AT 28 FEBRUARY 2023 .

Works to be undertaken	Location Details	Work Order	Amount budgeted	Funding	Actual Costs to date	YTD Expenditure to 28/2/2023	Duration	Actual/Expected commencement date	Expected Finish date	Current % Complete	Resourcing	Comments
Renewals												
Reseals												
Reseals - Urban	Duke Street, Uralla - Chainage from 0 to 1160m		\$53,268	Road to Recovery	-	-	4 days	Jan-23	Apr-23	0%	USC Mgmt+ Staff + Plant,contracted sprayer truck and bitumen supply and aggregate	
	Prince Avenue, Uralla 0 to 200m				-	-	4 days	Jan-23	Apr-23	0%		
	Brown Street, Bundarra 0 - 194m				-	-	4 days	Jan-23	Apr-23	0%		
	Court Street, Bundarra - Bendemeer Street to Caravan Park end				-	-	4 days	Jan-23	Apr-23	0%		
Reseals - Rural - Program	Barleyfields Rd 0 - 1780m		\$318,614	Road to Recovery	-	-	5 days	Jan-23	Apr-23	0%	USC Mgmt+ Staff + Plant,contracted sprayer truck and bitumen supply and aggregate	
	Bilga Rd 0 - 1650m				-	-	5 days	Jan-23	Apr-23	0%		
	Gwydir River Road (0 at Thunderbolts Way) 4,000 -10,100m (TBC)				-	-	5 days	Jan-23	Apr-23	0%		
	Gowings Road 0 - 500m				-	-	5 days	Jan-23	Apr-23	0%		
	Kingstown Rd 7,000 - 7,500m				-	-	5 days	Jan-23	Apr-23	0%		
	Pinegrove Rd 4,300 - 5,300m				-	-	5 days	Jan-23	Apr-23	0%		
Reseals - Regional	\$105,000 Thunderbolts Way Uralla North Chainages 13,500 - 17,000 (TBC)		\$105,000	RMS Block Grant	-	-	4 days	Jan-23	Apr-23	0%	USC Mgmt+ Staff + Plant,contracted sprayer truck and bitumen supply and aggregate	
Total reseat expenditure:			\$476,882		\$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	\$65,492	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		\$277,585	Local Roads & Community Infrastructure (LRCI)	-	-		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.	\$410,992	\$410,992	Local Roads & Community Infrastructure (LRCI) 25%, \$177,870/Fixing Local Roads (FLR) 75%, \$533,610	-	-	30 days	Mar-23	May-23	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		\$252,330	Local Roads & Community Infrastructure (LRCI)		-		Apr-23	May-23			
Total Rehabilitation - expenditure: sealed Rural Roads			\$1,565,476		\$126,695	\$126,695						

Rehabilitation - Sealed Urban Roads												
Uralla Street, Uralla asphalt overlay	Park Street to Salisbury Street and Square; Chainage 10 to 239m	2097		Unfunded	-	-				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		Unfunded	-	-				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 (Walcha end)	Ch 17,750 - 23,750 (Selected Heavy patch full width segment) (RMS Block Grant/RMS Repair Program)		\$604,800	RMS Block Grant \$449,652/RMS Repair Program \$184,148	0	-	143 days	Mar-23	Jun-23	0%	Specialised contractor full service	
	Total Rehabilitation - expenditure: Regional Roads		\$604,800									
Upgrading												
Hawthorne Drive Stage 2	Chainage: 2.2-5.3km, 3.1km in total	1950	\$1,080,620	Fixing Local Roads 75%, and Local Roads & Community Infrastructure 2, 25%	\$864,951.00	\$484,883.00	200 days	Feb-23	Mar-23	90%	USC Mgmt+ Staff + Plant, contracted specialist subcontractors for stabilisation part service and materials supply.	Total available from funding providers \$1,080,620.
Tolleys Gully Bridge -New bridge access road & approaches, Thunderbolts Way	Chainage 10,000 – 10,800m Progress halted, awaiting confirmation of further funding.	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)	\$57,284	\$49,244	171 days	Dec-22	May-23	45%	USC Mgmt+ Staff + Plant, contracted specialist subcontractors for kerb pour and materials supply.	There is an additional \$62,560 in cash reserves for this work giving a total of \$133,160 available for expenditure in 2023.
	Total Upgrading - expenditure		\$1,151,220		\$2,394,187	\$534,127						
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		\$22,000	RMS Block Grant	-	-	7 days	Apr-23	Jun-23	0%	USC Mgmt+ Staff + Plant,and locally won materials.	
	Total Resheeting - expenditure		\$656,769		\$84,079	\$0						
Other Projects												
Stormwater works			\$33,037									Works not currently scheduled
Share Cyclepath			\$79,000					Apr-23	May-23	0%		Works not currently scheduled
Road Safety			\$10,000									Works not currently scheduled
Fixing Local Roads (Unallocated)			\$300,488	Funding to be allocated upon clarrification with department (FLR)								Uralla Shire Council to approach funding body with regard to using the overallocation to fund the Rehabilitation Projects not carried over from 21/22 program.(Uralla and King Street)
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	-	129 days	Jan-23	Apr-23	90%	USC Mgmt+ Staff + Plant, contracted specialist subcontractors for kerb pour and materials supply.	
Total Others - expenditure			\$422,525		\$120,228	\$0						
Overall Total:			\$4,991,552		\$2,725,189	\$660,822						

14.7 Central Northern Regional Library Minutes of Annual General and Ordinary Meeting 16 November 2022

Department: Corporate & Community**Prepared By:** Executive Support Officer**Authorised By:** Executive Director Corporate & Community**Reference:** UINT/23/2719

Attachments:

1. Central Northern Regional Library Minutes - Annual General Meeting - 16 November 2022.docx(2)
2. Central Northern Regional Library - Ordinary Meeting - Minutes - 16 November 2022

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:

1. We have an accessible inclusive and sustainable community

Strategy:

- 1.4. Access to and equity of services

SUMMARY

This report presents the Minutes from the Central Northern Regional Library (CNRL) Annual General Meeting and Ordinary Meeting held 16 November 2022.

The report summarises the key issues from the minutes.

RECOMMENDATION

That in relation to the report “Central Northern Regional Library Minutes of Annual General and Ordinary Meeting 16 November 2022”, Council:

- a) receive and note the minutes of the Annual General Meeting of the Central Northern Regional Library held on 16 November 2022;
- b) receive and note the minutes of the Ordinary Meeting of the Central Northern Regional Library held on 16 November 2022;
- c) approve the proposed Uralla Shire Council contribution for 2023/2024.

REPORT

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

All member Councils signed a five-year CNRL Regional Library Agreement in June 2021.

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

- the ability to achieve economies of scale through cost sharing and combined purchasing;
- access to wider resources including:
 - larger collections both physical and digital;
 - refreshed stock through continual stock rotation;
 - shared library management software (catalogue and circulation);

- the ability to provide equitable services for customers over wider service areas;
- the provision of shared learning programs and events for the community;
- shared and consistent policies and procedures; and
- greater capacity to employ professional staff and share expertise.

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

AGM and Ordinary Meeting of 16 November 2022:

The CNRL AGM and Ordinary Meeting were held in the meeting room at the new Quirindi Library on 16 November 2022.

Cr Catherine Redding from Narrabri Shire Council was re-elected as the CNRL Chair and Cr Judy Coates from Tamworth Regional Council was elected Deputy Chair.

The Annual Report for 2021-22 and the Annual Financial Statements for 2021-2022 were received and noted at the meeting

Observations relating to the Annual Report included:

- noting increased physical loans
- the repeat appearance of certain titles when looking at the top 10 borrowed items in each format.
- noting a wide variation in the proportion of loans that are processed via the self-check at each branch.
- general satisfaction with the way CNRL is performing.

In the Ordinary Meeting, the Manager's report included information on a significant increase in the subscription price to Australia's National Bibliographic Database, Trove. The increase is being phased in over 3 years. 2023-24 will be year 2 of the staged increase.

The quarterly report for September 2022 was received and noted

A draft 2023-24 CNRL Budget was presented to the Committee. The budget has been prepared on an estimated \$2.85 per capita subsidy and a \$13.20 per capita Council contribution. The CNRL Council component of the per capita contribution has remained at \$12.95 for three consecutive years (2019-2022). The State Government has announced a new four-year public library funding package. The fine detail is yet to be announced however, there is a strong expectation that the per capita subsidy will be maintained at \$2.85.

The Co-ordinator STEAM and Childhood Literacy presented a proposal to introduce a Science Technology Engineering Mathematics (STEM) Kit borrowing collection. The Committee approved the proposal and released \$20,000 from the CNRL reserve to set up the collection.

The Library Technology Officer prepared a report on the replacement of CNRL branch staff tablets used for providing information service. The Committee approved the release of \$10,500 from the CNRL reserve for the replacement of the tablets.

Narrabri Shire Council staff shared a report on the recent SWITCH Library Conference held in Albury
Delegates from across the region reported on the initiatives happening in their local library service.

CONCLUSION

Uralla Shire Council is supportive of the services that CNRL can supply to the Uralla community.

COUNCIL IMPLICATIONS

Community Engagement/Communication

Nil

Policy and Regulation

Nil

Financial/Long Term Financial Plan

The proposed member Council component of the per capita contribution to CNRL for 2023/2024 has increased from **\$12.95** to **\$13.20** per capita. The State component of the per capita contribution is expected to remain at **\$2.85** in 2023-24.

Based on a population of 5,883 the Council component for Uralla Shire Council would total **\$77,656**. This is an increase of approximately **\$1,471** on the previous year. There has been no increase in the Council component of the per capita contribution to CNRL over the past three years (2019-2022)

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

The NSW State Government recently announced a new four-year funding package extending the increased funding announced in 2018. The exact breakdown of the funding is not yet known, however there is a commitment to maintain the **\$2.85** per capita funding.

The CNRL Committee also approved the release of a total of **\$30,500** from reserves for current year specific projects (STEM Kit lending collection and staff tablets)

Uralla Shire Council continues to be responsible to fund its own library staffing, asset and administration

Asset Management/Asset Management Strategy

Council is responsible for its library building assets in Uralla and Bundarra. Buildings AMP.

Workforce/Workforce Management Strategy

Librarian qualifications and staffing as per CNRL Agreement

Legal and Risk Management

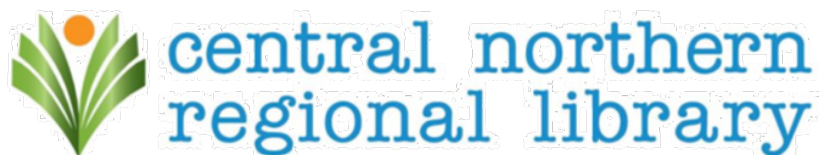
Managed through CNRL Agreement

Performance Measures

Compliance with Service Level Agreement.

Project Management

Librarian



**CENTRAL NORTHERN REGIONAL LIBRARY (CNRL)
ANNUAL GENERAL MEETING
Wednesday 16 November 2022
Quirindi Library
193 George Street Quirindi 2343
Meeting to commence 2.00pm**

MEETING MINUTES

Attendees:

Committee Councillors

Cr Catherine Redding (via Zoom) – Narrabri Shire Council
Cr Aurora Reilly – Walcha Council
Cr Yvonne Wynn – Liverpool Plains Shire Council

Cr Tiffany Galvin – Gwydir Shire Council (alternate delegate)
Cr Judy Coates – Tamworth Regional Council

Staff

Kay Delahunt – Tamworth Regional Council
Shiralee Franks – Tamworth Regional Council
Christine Valencius – Uralla Shire Council
Megan Pitt – Tamworth Regional Council
Belinda Payne – Uralla Shire Council
Jonathan Stilts – Tamworth Regional Council
Carmen Campbell – Gwydir Shire Council
Scott Pollock (via Zoom) – Narrabri Shire Council
Ruth Neave – Liverpool Plains Shire Council

Meeting opened: 2.08pm

1. Acknowledgement of Country – Cr Catherine Redding

"I would like to acknowledge the Kamilaroi, the Dhunghutti people and the Anawain people who are the Traditional Custodians of the lands on which Central Northern Regional Library operates. I would like to pay respect to Elders past and present, and extend that respect to other Aboriginal and Torres Strait Islander Peoples living in and visiting our Region"

2. Apologies

Cr Lone Petrov – Uralla Shire Council
Cr Catherine Egan – Gwydir Shire Council
Gail Philpott – Gwydir Shire Council
Naomi Radford – Narrabri Shire Council

Motion: That apologies are accepted

Moved: Cr Judy Coates

Seconded: Christine Valencius

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Tamworth Regional Council • Walcha Council • Uralla Shire Council • Liverpool Plains Shire Council
• Narrabri Shire Council • Gwydir Shire Council

3. Minutes of previous meeting – 16 March 2022

Motion: *That the minutes from the previous Annual General Meeting of the Central Northern Regional Library, dated 16 March 2022, be accepted as a true and accurate record.*

Moved: Cr Judy Coates

Seconded: Cr Aurora Reilly

4. Business arising from previous minutes

No matters raised.

5. Election of Central Northern Regional Library Chairperson

Kay Delahunt declared positions vacant and called for nominations.

Nominated: Cr Cathy Redding

Nominated by: Cr Judy Coates

No further nominations – nomination accepted

Cr Catherine Redding was declared CNRL Chairperson

6. Election of Central Northern Regional Library Chairperson

Nominated: Cr Judy Coates **Nominated by:** Cr Catherine Redding

No further nomination – nomination accepted

Cr Judy Coates was declared Central Northern Regional Library Deputy Chairperson.

7. Presentation of Central Northern Regional Library (CNRL) Annual Report 2021/22

Kay Delahunt and Shiralee Franks spoke to the report.

Observations relating to the Annual Report included:

- noting increased physical loans
- the repeat appearance of certain titles when looking at the top 10 borrowed items in each format.
- noting a wide variation in the proportion of loans that are processed via the self-check at each branch.
- general satisfaction with the way CNRL is performing.

Motion: That the CNRL Annual Report of 2021/22 be received and noted.

Moved: Carmen Southwell

Seconded: Cr Judy Coates

8. Annual Financial Statement 2021/22

Motion: That the Annual Financial Statement be received and noted.

Moved: Cr Catherine Redding

Seconded: Cr Judy Coates

9. General Business

No further business

Next AGM: November 2023 – date to be confirmed

Meeting closed: 2.30pm



**CENTRAL NORTHERN REGIONAL LIBRARY (CNRL)
ORDINARY MEETING
Wednesday 16 November 2022
Quirindi Library
193 George Street Quirindi 2343**

MEETING MINUTES

Attendees:

Committee Councillors

Cr Catherine Redding (Chair) (via Zoom) – Narrabri Shire Council
Cr Aurora Reilly – Walcha Council
Cr Yvonne Wynn – Liverpool Plains Shire Council
Cr Tiffany Galvin – Gwydir Shire Council
Cr Judy Coates – Tamworth Regional Council

Staff

Kay Delahunt – Tamworth Regional Council
Ruth Neave – Liverpool Plains Shire Council
Shiralee Franks – Tamworth Regional Council
Christine Valencius – Uralla Shire Council
Megan Pitt – Tamworth Regional Council
Belinda Payne – Uralla Shire Council
Jonathan Stilts – Tamworth Regional Council
Carmen Southwell – Gwydir Shire Council
Scott Pollock (via Zoom) – Narrabri Shire Council

Meeting opened: 2.08pm

1. Acknowledgement of Country – Cr Catherine Redding

"I would like to acknowledge the Kamilaroi, the Dhunghutti people and the Anawain people who are the Traditional Custodians of the lands on which Central Northern Regional Library operates. I would like to pay respect to Elders past and present, and extend that respect to other Aboriginal and Torres Strait Islander Peoples living in and visiting our Region"

2. Apologies – given at AGM immediately preceding this meeting.

Moved: Carmen Campbell

Seconded: Cr Judy Coates

3. Minutes of previous Ordinary Meeting – 16 March 2022

Motion: That the minutes of the previous Ordinary meeting of the Central Northern Regional Library (CNRL) dated 16 March 2022, be accepted as a true and accurate record.

Moved: Cr Catherine Redding

Seconded: Cr Judy Coates

4. Business arising from previous minutes

No business arising

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Tamworth Regional Council • Walcha Council • Uralla Shire Council • Liverpool Plains Shire Council
• Narrabri Shire Council • Gwydir Shire Council

5. Manager's Report

Kay Delahunt spoke to the Manager's report

5.1 Staff

Two long term regional library staff members, Narelle Lightfoot and Ruth Fermor, have recently retired. Both made a significant contribution to the library service over a period of great change.

5.2 Trove

A new pricing model for Trove Collaborative Services came into effect on July 2022. This will mean CNRL will incur a significant increase in fees charged over the next three years. NSW Public Libraries Association and the State Library of NSW will continue to advocate on behalf of public libraries.

5.3 Interlibrary Loan Resource Sharing Code (ILRS)

As a review of the ILRS Code has recommended that price increases for interlibrary loans will now be in line with inflation, and will therefore vary year to year, councils are advised to advertise their current fees and charges with a disclaimer that fees will be updated in accordance with the code. CNRL passes any ILRS charges to members, however most interlibrary loans are sourced from the State Library of NSW or other public library services and are therefore free.

5.4 Council visits

The Library Co-ordinator and Manager will be travelling to all member Councils in early 2023 to meet with senior staff, seek feedback on CNRL services and to discuss library planning.

5.5 After-hours access to libraries

After-hours access is being trialled in some libraries in NSW. There are various models for unstaffed/after-hours access, some of which may work well in smaller communities

5.6 Indyreads

The State Library of NSW is hosting another Summer Book Club from 1st December until 14th February 2023. The book is *Every Version of You* by Grace Chan. It will be available from the Indyreads platform as a simultaneous download.

5.7 Sydney Writer's Festival

Sessions will again be streamed during the festival next year. Tamworth, Walcha, Quirindi and Nundle libraries have all indicated they will offer sessions for the public. Bingara Library may also participate.

Motion: That the Manager's report be received and noted and that letters from CNRL be sent to Narelle Lightfoot and Ruth Fermor acknowledging their long service and contribution to the library service.

Moved: Cr Catherine Redding

Seconded: Cr Tiffany Galvin

6. Quarterly Report for September 2022

Library Services Co-ordinator – Shiralee Franks spoke to the Quarterly report noting improved library usage since the same period last year.

Motion: That the Quarterly report for September 2002 be received and noted

Moved: Cr Judy Coates

Seconded: Cr Aurora Reilly

7. Draft Budget 2023/4

Kay Delahunt spoke to the Draft Budget 2023/24

Motion: That in relation to the report on CNRL budgets, the CNRL Committee;

(i) receive and note the Budget versus Actual Report for 2021/22

receive and note the Movements in Cash Reserves as at 30 June 2022

(ii) consider the draft budget for 2023/24 and, in accordance with the requirements of the CNRL Regional Agreement, provide written comments to Tamworth Regional Council by 15 January 2023

Moved: Cr Judy Coates

Seconded: Cr Catherine Redding

8. STEM Kits Report

STEAM and Childhood Literacy Co-ordinator, Jonathan Stilts outlined a proposal to provide a collection of STEM kits at each branch which may be borrowed by library members.

Motion: That in relation to the STEM Kits Report, the CNRL Committee:

(i) approve the release of \$20,000 from the CNRL Reserve to establish a STEM Kit lending collection for use across the region.

(ii) approve the borrowing period of two (2) weeks with no renewal

Moved: Cr Judy Coates

Seconded: Cr Yvonne Wynne

9. CNRL Tablet replacement report

Kay Delahunt spoke to a report by Jacob Simmons, Library Technology Offer, recommending the replacement of staff tablets due to their age and decreasing performance.

Motion: That in relation to the CNRL Tablet Replacement Report, the CNRL Committee:

(i) Approve the release of \$10,500 from CNRL Reserves for the purchase of replacement tablets for use by staff across the CNRL region

Moved: Cr Judy Coates

Seconded: Carmen Campbell

10. SWITCH Conference Report

Scott Pollock, Narrabri Shire Council, attended this conference which was held in Albury and provided a report for the Committee. Other CNRL delegates who attended the conference included Cr Cathy Redding (Narrabri), Naomi Radford (Narrabri), and Sarah Ranclaud (LPSC)

Sessions covered topics including: library design, funding, human rights, literacy programs, demographics for marketing and workplace culture.

Motion: That the SWITCH 2022 Report is received and noted.

Moved: Cr Cathy Redding

Seconded: Cr Judy Coates

11. General Business

No general business

12. Delegates Reports

• Christine Valencius & Belinda Payne – Uralla Shire Council

Welcome to Belinda Payne as new Uralla Librarian.

Uralla Library has had displays promoting the collection for Father's Day, Once Upon a Time, Killer Thrillers, Spring and the Home Library Service.

Candle making and mosaic art workshops have been held in the library.

• Carmen Campbell & Tiffany Galvin – Gwydir Shire Council

Gail Philpott has been running Living Classroom sessions and visiting schools.

Carmen has applied for funding for Warialda requiring design advice which has proved difficult to source locally.

- **Cr Judy Coates- Tamworth Regional Council**

The floorspace layout for the Kootingal Library refurbishment is being finalised.

Tamworth Library is now 18 years old. The library will be recarpeted next year.

There is a grant application for an upgrade of Nundle Library/Council Office building.

50 people attended a Refugee Week event held in collaboration with Northern Settlement Services.

During NAIDOC Week, Tamworth Library ran a video slideshow of the 'Dhuurranmay-Gal Dhirrabou' photography exhibition which was also projected at night outside Ray Walsh House. The exhibition featured photos of local Aboriginal leaders. The library also screened several Indigenous films using the Beamafilm streaming service.

Tamworth Library hosted an event in collaboration with Tamworth Family Support Service for Indigenous Literacy Day with readings, songs and dancers.

The Innovation Studio ran several school holiday sessions both online and in libraries.

Home Schoolers are now attending the library for STEM sessions on Wednesdays.

Tamworth Library hosts a Death Café once a month where people meet in a casual setting to discuss matters relating to death, dying and bereavement. Facilitated by a volunteer, the group follows a model developed in the UK.

The Community Hub runs each Tuesday morning. Local service providers e.g. Tamworth Family Support Service, Aboriginal Employment Strategy, Homes North set up to offer advice and assistance. This is followed by a movie screening and light lunch.

Recent author talks include Julie Bennett, Peter Langston and Fiona MacArthur. The library is hoping to arrange for Wendy McCarthy to talk about her autobiography.

Justices of the Peace now set up in the library each Monday morning. Some staff have also either become JPs or are in the process.

Tech Savvy Seniors sessions have been running at Manilla Library.

TRC recently renewed its commitment to support the Dolly Parton Imagination Library with funding.

- **Cr Aurora Reilly – Walcha Council**

Librarian Cassie McKenna was a guest speaker at the NAIDOC ceremony at Walcha Central School. This provided a great opportunity to promote library resources and services.

Walcha Library/Council offered school holiday activities including Lego, star gazing and an excursion to the escape room in Tamworth.

- **Ruth Neave – Liverpool Plains Shire Council**

Participation in what's on offer at the new Quirindi Library is steadily growing.

Ruth talked about how stats don't always capture the level of service that is provided by library staff. Werris Creek staff recently made it possible for a member to view a relative's funeral via Zoom at the library which is something that would not normally be recorded in statistics.

There were 26 new library memberships as a result of recent school holiday activities.

Quirindi and Werris Creek are hoping to run intergenerational programs.

Motion: That the CNRL delegate reports are received and noted

Moved: Cr Catherine Redding

Seconded: Cr Judy Coates

13. Next ordinary meeting

The date of the next meeting is to be advised.

Meeting Closed: 3.54pm

14.8 Master Plan for a Staged Expansion of McMaugh Gardens

Department:	Corporate & Community
Prepared By:	Executive Director Corporate & Community
Authorised By:	General Manager
Reference:	UINT/23/1938

Attachments:	1. McMaugh Gardens Aged Care Master Plan Proposal from Coverite Projects (confidential) (under separate cover)
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LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	1. We have an accessible inclusive and sustainable community
Strategy:	1.4. Access to and equity of services

SUMMARY

The Stewart Brown Business Plan for McMaugh Gardens September 2018 recommends expansion of McMaugh Gardens.

Prepare plans for a staged expansion of McMaugh Gardens is an action in this year's Operational Plan (1.4.4.4); however, endeavours to secure grant funding to cover the cost of the plans has been unsuccessful.

A master plan for the staged expansion of McMaugh Gardens will provide valuable support for grant application opportunities to fund the staged expansion.

Information sought from an industry expert has detailed the cost of a master plan (attachment 1) which can be funded from the strategic development restricted asset.

RECOMMENDATION

Approve the allocation 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 (attachment 1).

REPORT

Stewart Brown in their Final Business Plan for McMaugh Gardens included the following observations and recommendations:

- a. Desired outcome is for a fit-for-purpose aged care facility operating in Uralla catering for residents with high care needs and dementia;
- b. Need to complete the renewal and upgrade maintenance as per Six Hills Report; and
- c. Further refurbishment required to align existing wings with an additional wing/additional rooms – suggest at least 10 rooms. Refurbishment should consider improvements to efficient building design.

Of the four strategic options put forward by Stewart Brown in their Strategic Options Presentation to Council and further detailed in the McMaugh Gardens Business Plan Council committed to Option 1b:

Council retains and invests in McMaugh Gardens through refurbishment and extension of current site including renewal and upgrade resulting in:

- a. Increased incoming Refundable Accommodation Deposits (RADs);
- b. Increased Interest on Refundable Accommodation Deposits (RADs);
- c. Increased income from Fees and Charges;
- d. Reduce care costs by improving efficiency and building design; and
- e. Other options: Increase Refundable Accommodation Deposits (RADs)
- f. Use grant funding for the renewal/upgrade/extension.

A quotation has been sought from industry expert Coverite Projects (attachment 1). Based on staff experience with other building infrastructure projects at McMaugh Gardens this proposal is considered excellent value for money.

Regional NSW have advised that stage one of the McMaugh Gardens expansion is very likely to be eligible for the Growing Regional Economies Fund which closes 23 May 2023. <https://www.nsw.gov.au/grants-and-funding/growing-regional-economies-fund>

It is therefore recommended that Council approve direct engagement of Coverite Projects to prepare the master plan urgently.

CONCLUSION

The preparation of the master plan for a staged expansion of McMaugh Gardens Project will facilitate and support timely applications for any grant opportunities identified as suitable.

COUNCIL IMPLICATIONS

Community Engagement/Communication

Extensive councillor and community engagement during development of the McMaugh Gardens Business Plan. Expansion of McMaugh Gardens is also in the current Operational Plan (consulted with the community prior to adoption).

Policy and Regulation

Aged Care Act 1997

Aged Care Reform Program

Financial/Long Term Financial Plan

Benefit of potentially securing the long term financial viability of McMaugh Gardens.

The cost of the master plan can be funded from the strategic development restricted asset.

Asset Management/Asset Management Strategy

McMaugh Gardens staged master plan and stage 1 detailed design and construction will result in the Buildings Asset Management Plan updates in due course.

Workforce/Workforce Management Strategy

Staff involvement in preparing, publishing and assessing RFQ's

Legal and Risk Management

Managed through the procurement process

Performance Measures

Successful engagement of a suitable provider for the development of the Master Plan

Project Management

Executive Director Corporate and Community / Manager McMaugh Gardens

14.9 Complaints 1 July 2022 to 31 December 2022

Department:	Corporate & Community
Prepared By:	Manager Governance
Authorised By:	Executive Director Corporate & Community

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	4.	We are an independent shire and well-governed community
Strategy:	4.2.	A strategic, accountable and representative Council

SUMMARY

Reporting on the complaints received by Council from 1 July 2022 to 31 December 2022.

RECOMMENDATION

That the report relating to complaints from 1 July 2022 to 31 December 2022 be received.

REPORT

Within the Complaint Management Policy 2019, a complaint is defined as:

For the purpose of this policy a complaint is any expression of dissatisfaction with:

- *Level and quality of service or policies or procedures.*
- *Service provided by Council staff, contractors and systems.*
- *Impact of a particular policy and procedure.*
- *Council's decision making process.*
- *Corrupt conduct or failure to declare pecuniary interest/conflict of interest.*
- *Breach of Code of Conduct.*
- *Wrong or misleading advice.*

Additionally, a valid complaint is one where Council has or would appear to have failed to respond appropriately to a request for a service or a report. A complaint for the purpose of this policy does not include:

- *Matters or services not related to Council, Council staff or Councillors*
- *A request for services*
- *A request for information or explanation of policies or procedures or decisions of Council*
- *Reports of damaged or faulty infrastructure (e.g. road pothole)*

- *Reports of hazards (e.g. fallen tree branch)*
- *Reports concerning neighbours or neighbouring property (e.g. noise or unauthorised building works)*
- *Lodgement of an appeal to a Council decision, policy or procedure (e.g. a complaint about an approved development or draft policy or plan – unless this is recorded as a complaint about Council's decision making process)*

Complaints, issues, management and resolution

	Alleged Issue(s)	Management	Resolution
1	Access to information	Reviewed, procedures updated.	Partially upheld

Council received one complaint, relating to a *Government Information Privacy Act (GIPA)* request for information where the staff assessment of the request was found to be partially incorrect. This matter was subsequently resolved.

Continuous improvement

Strategic monitoring of complaints by Council and executive provides an important opportunity to identify trends and consider continuous improvement requirements.

The theme emerging from this reporting period relates to public access to information.

Council's assessment of GIPA requests has been reviewed and updated as a result of this complaint.

It is acknowledged that complainants play an important role in identifying errors, maladministration and/or misconduct.

Council encourages complainants to come forward with their concerns, Council in return offers to manage the complaints confidentially. Council manages its risk with respect to maintaining confidentiality by using robust systems that classifies information in accordance with risk, the information is securely stored and access is appropriately managed. Councillors and staff are aware of their obligations to respect the access to confidential information, Council audits its records to detect and sanction misuse.

The current Complaints Management Policy provides:

Complaints are treated confidentially and information is only used for the purposes for which it was collected unless:

- *either the consent of the individual(s) is obtained*
- *Council has reasonable grounds for believing the use of the information will reduce a threat to the life or health of any person, or*
- *The use is authorised by law.*

Council has appointed new service centre officers and is in the process of establishing a new, multi-skilled team to be responsible for Council records, customer service and communication so that the vulnerabilities of single-person service delivery are reduced/removed. Future improvements to the customer request module,

following an overdue upgrade of Council's information technology infrastructure and databases (resourcing pending), should improve the ability for management and Council to monitor customer requests and close-out which will enable improved customer experience.

Conclusion

Council's complaint management process is important to provide a mechanism for review, resolution and/or escalation as well as providing an important opportunity to review and improve the organisation's systems and performance.

COUNCIL IMPLICATIONS**Community Engagement/Communication**

Public policy: Complaints Management on the Council website

Contact Council includes clear option to submit complaints and links customers to Council's policy.

Policy and Regulation

Complaints Management Policy 2019.

Code of Conduct 2020.

Financial/Long Term Financial Plan

Complaint management consumes staff resources and on occasion independent investigation costs; however, as a regulatory authority and service provider Council is required to resource this.

Asset Management/Asset Management Strategy

Not applicable

Workforce/Workforce Management Strategy

Council has staff able to undertake some complaint management. Where complaint issues require independent and/or specialist review that is sourced externally.

Legal and Risk Management

Reputation risk: As a regulatory authority and service provider there is a significant risk to Council if it does not facilitate complaints submissions, review and rights to external review. To manage this risk, it is important that Council has a publicly available Complaints Management Policy which is appropriately implemented. Transparency via a biannual report to Council provides good management of this risk and demonstrates to the community that Council is committed to continuous improvement.

Performance Measures

In line with the Complaints Management Policy.

Project Management

Manager Governance and Service Centre

14.10 Monthly Finance Report for February 2023

Department:	Corporate & Community
Prepared By:	Manager Finance & IT
Authorised By:	Executive Director Corporate & Community
Reference:	UINT/23/3414

Attachments:	1. Income Statement and Capex Summary - February 2023
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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 January 2023.

RECOMMENDATION

That Council receive the Monthly Finance Report for February 2023

URALLA SHIRE COUNCIL
INCOME STATEMENT & CAPEX SUMMARY
8 months ending 28 February 2022 (Financial Year 2022-23)

	Amount '\$000	Amount '\$000
	Actuals to	Budget for
	February	the Year
Income from continuing operations		
Rates and annual charges	7,536	7,573
User charges and fees	4,030	4,922
Other revenues	365	521
Grants and contributions provided for operating purposes*	6,168	8,378
Interest and investment income	327	562
Total income from operational activities	18,426	21,955
Expenses from continuing operations		
Employee benefits and on-costs	7,126	11,231
Materials and services	3,649	5,883
Borrowing costs	33	61
Councillor and Mayoral fees and associated expenses	86	142
Audit fees	3	115
Other expenses	161	678
Net loss/(gain) from the disposal of assets	- 4	-
Total expenses from continuing operations	11,053	18,110
Operating result prior to consideration of capital grants and depreciation	7,372	3,846
Less: Depreciation, amortisation and impairment	4,064	5,299
Operating result after depreciation	3,308	1,453
Add: Grants and contributions provided for capital purposes	1,521	2,957
Overall result with capital grants	4,830	1,504

	Amount '\$000	Amount '\$000
	Actuals to	Budget for
	February	the Year
Capital Expenditures		
Employee benefits and on-costs	736	1,469
Materials and services	3,969	6,399
Total Capex	4,705	7,867

* \$1.67 mil received in February from Transport NSW under Regional and Local Roads Repair Program, the fund will be used till March 2025.

URALLA SHIRE COUNCIL
INCOME STATEMENT AND CAPEX BY FUND
8 months ending 28 February 2022 (Financial Year 2022-23)

	General Fund \$000		McMaugh Gardens \$000		Water Fund \$000		Sewer Fund \$000	
	Actuals to Feb	Budget for FY	Actuals to Feb	Budget for FY	Actuals to Feb	Budget for FY	Actuals to Feb	Budget for FY
Income from continuing operations								
Rates and annual charges	6,026	6,039	-	-	610	601	900	933
User charges and fees	3,112	3,285	629	1,037	252	583	38	16
Other revenues	354	511	11	10	0	-	-	-
Grants and contributions provided for operating purposes	4,546	5,743	1,622	2,513	-	122	-	-
Interest and investment income	316	454	-	42	7	52	4	15
Total income from operational activities	14,353	16,032	2,262	3,601	869	1,358	942	964
Expenses from continuing operations								
Employee benefits and on-costs	5,239	8,134	1,584	2,395	178	405	126	296
Materials and services	2,633	3,883	517	819	338	795	161	386
Borrowing costs	29	56	4	4	-	-	-	-
Councillor and Mayoral fees and associated expenses	86	142	-	-	-	-	-	-
Audit fees	3	115	-	-	-	-	-	-
Other expenses	161	678	-	-	-	-	-	-
Net loss/(gain) from the disposal of assets	-	4	-	-	-	-	-	-
Total expenses from continuing operations	8,147	13,008	2,105	3,219	516	1,200	286	682
Operating result prior to consideration of capital grants and depreciation	6,207	3,024	157	382	353	157	655	282
Less: Depreciation, amortisation and impairment (1)	3,319	4,246	155	216	319	451	271	387
Operating result after depreciation	2,888	1,221	2	167	34	293	384	105
Add: Grants and contributions provided for capital purposes	786	2,800	69	-	94	157	573	-
Overall result with capital grants	3,674	1,579	71	167	128	136	957	105
Capital Expenditures	General Fund \$000		McMaugh Gardens \$000		Water Fund \$000		Sewer Fund \$000	
	Actuals to Feb	Budget for FY	Actuals to Feb	Budget for FY	Actuals to Feb	Budget for FY	Actuals to Feb	Budget for FY
Employee benefits and on-costs	723	1,465	3	-	4	3	7	-
Materials and services	3,737	5,882	139	50	57	467	37	-
Total Capex	4,460	7,347	141	50	61	470	43	-

14.11 Cash Investments at 28 February 2023

Department:	Corporate & Community
Prepared By:	Senior Finance Officer
Authorised By:	Executive Director Corporate & Community

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 28 February 2023 consisting of cash and overnight funds of \$3,778,780.30 term deposits of \$18,250,000 totalling \$22,028,780.30 of readily convertible funds; and**
- 2. The balance of cash and investment as at 28 February 2023 is \$22,028,780. Of this, \$17,737,874 attributable to external restrictions and \$3,166,926 internal restrictions, estimated unrestricted cash as at 28 February 2023 is \$1,123,980.**

REPORT

Current term deposits of \$18,250,000 spread over the next twelve months will receive a range of interest from 0.90% to 4.69% with an average rate of 3.80%. Councils General Fund bank balances (listed in the attachments) have been reconciled to the bank statement as at 28 February 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 made on 4th April 2023. The timing of potential interest rate increases in future 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 months.

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			
<u>Opening Balance</u>	<u>Bond Addition</u>	<u>Bond Release</u>	<u>Closing Balance</u>
2,720,000	1,500,000	800,000	3,420,000

CONCLUSION

In accordance with Regulation 212 of the *Local Government (General) Regulation 2021 (NSW)*, 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.

Uralla Shire Council		
Investments at 28 February, 2023		
Cash at Bank – Operating Accounts:		
Institution	Account	Bank Statement
National Australia Bank	Main Account	\$2,656,861.19
National Australia Bank	Trust Account	\$31,296.33
Regional Australia Bank	USC	\$26,353.81
Term deposit interest accounts	USC	\$4,464.53
Total		\$2,718,975.86
Business Investment (Cash Management) Account		
Institution	Interest rate	Balance
Professional Funds	0.15% above RBA cash rate	\$1,059,804.44
Total		\$3,778,780.30

Term Deposits:				
Institution	Term	Interest rate	Maturity	Balance
National Australia Bank	5 months	3.65%	13/03/2023	700,000
Westpac Banking Corporation	9 months	3.36%	15/03/2023	1,000,000
National Australia Bank	12 months	1.60%	31/03/2023	600,000
Suncorp	12 months	0.85%	22/04/2023	500,000
Westpac Banking Corporation	11 months	3.78%	15/05/2023	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
Westpac Banking Corporation	12 months	3.92%	16/08/2023	1,000,000
Commonwealth Bank	12 months	4.10%	7/09/2023	1,000,000
Suncorp	12 months	4.00%	17/11/2023	1,000,000
Commonwealth Bank	12 months	4.47%	14/12/2023	500,000
National Australia Bank	4 months	3.95%	12/04/2023	500,000
Commonwealth Bank	4 months	4.00%	15/04/2023	500,000
National Australia Bank	8 months	4.69%	11/10/2023	800,000
Westpac Banking Corporation	11 months	4.26%	15/11/2023	1,500,000
Bank of Queensland	12 months	4.45%	18/12/2023	800,000
National Australia Bank	8 months	4.40%	29/09/2023	500,000
Commonwealth Bank	12 months	4.58%	29/12/2023	1,350,000
Total				\$18,250,000.00

14.12 Loans as at 28 February 2023

Department:	Corporate & Community
Prepared By:	Senior Finance Officer
Authorised By:	Executive Director Corporate & Community

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 28 February 2023 totalling \$1,578,876.35.

REPORT

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

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)*.

<p align="center">Uralla Shire Council Loans at 28 February, 2023</p>

Loans:		
Loan no.	Purpose	Balance
165	MGH Property	\$27,255.74
168	Community Centre	\$4,092.94
176	Library Extensions	\$31,595.53
177	Grace Munro Centre	\$25,316.84
187	Undergrounding Power and Main Street Upgrade	\$61,907.55
188	Paving and Power Undergrounding	\$17,409.34
189	Bridge Construction	\$153,288.15
190	Bridge construction & industrial land development	\$1,258,010.26
Total		\$ 1,578,876.35

14.13 Register Resolutions Actions Status as at 22 March 2023

Department: General Manager's Office**Prepared By:** Executive Assistant**Authorised By:** General Manager**Reference:** UINT/23/3123

Attachments: 1. Resolution Action Status Report - 2015 - September 20222. Resolution Action Status Report - October 2022 onward

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 22 March 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 track the progress of actions until they are complete.

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

DATE OF MEETING	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
23-Mar-21	17.03/21	Item 15.6 review of Council's Waste Management Operating and Service Delivery Environment	That Council: 1. Receive the reports with modifications as required: (1) USC Uralla Landfill - Site Development Plan V3; (2) USC Bundarra Landfill - Site Development Plan V2; (3) USC Kerbside Waste Collection Services Investigation V4; (4) USC Green Waste - Investigation V1; 2. Design and construct a waste transfer station for BWMF. 3. Terminate landfilling operations at the Bundarra Waste Management Facility (BWMF) to replace with a transfer station. 4. Commence the transportation of waste from Bundarra transfer station to Uralla. 5. Coordinate transfer bin collection routes with Bundarra and Kingstown facility following construction of transfer station. 6. Undertake investigation of options to transport waste to other landfills in the region. 7. Undertake the capping and rehabilitation of closed landfill cells at BWMF. 8. Commence discussions with neighbouring Councils regarding the potential for a region wide waste strategy. 9. Continue kerbside waste collection services for the current locations with current service standards. 10. Continue to address the further points in the reports	MWWS MWWS MWWS MWWS MWWS MWWS MWWS MWWS MWWS		Noted Design contract awarded and nearing completion. Pending. Intend to seek EPA grant for construction of transfer station (grant opens January 2023) Pending construction of waste transfer station at Bundarra Pending construction of waste transfer station at Bundarra Pending construction of waste transfer station at Bundarra Pending construction of waste transfer station at Bundarra Superceded by July 2022 resolution 22.07/22 item IV Noted. Report for RFQ for wet hire kerbside collections to July meeting. Noted. Tenders accepted by Council for landfill compactor and wheel loader.	COMPLETED & REPORTED TO COUNCIL B A A A A A COMPLETED & REPORTED TO COUNCIL COMPLETED & REPORTED TO COUNCIL COMPLETED & REPORTED TO COUNCIL

DATE OF MEETING	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
26-Oct-21	26.10/21	15.14 Recommendations of Workshop – Upgrades and Beautification of Fuller Park, Bridge Street Uralla	<p>That Council</p> <p>I. Subject to grant funding being secured, approve the upgrades and improvements to Fuller Park, Uralla, as raised in the workshop and noted below:</p> <p>a) Planting of a few trees and removal of selected trees (see photo) \$1,000;</p> <p>b) Garbage bin or plaque relocation – to provide separation distance between the bin and plaque \$300;</p> <p>c) Removal of the 2 large Concrete pots \$500;</p> <p>d) Demolition and removal of the shelter \$500;</p> <p>e) Provision of two additional picnic shelters on the shelter slab \$12,000;</p> <p>f) Information inserts on picnic tables \$2,000; and</p> <p>g) Plaques to be cleaned and relocated together \$300.</p>	MDP		Now funded under SCCF4. Deed signed -project in progress. All works complete except for information inserts on picnic tables - under development. New bus shelters installation completed. Consultation with UTEC on the historical content for picnic table inserts to occur.	B

DATE OF MEETING	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
22-Mar-22	24.03/22	15.12 PROPOSED CHANGES TO REVENUE POLICY FOR SEWER AND TRADE WASTE CHARGES	<p>That Council:</p> <p>1) Change the wording of the Revenue Policy in relation to non-residential sewer and trade waste charges as follows:</p> <p>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:</p> <p>i) A charge calculated according to Department of Planning, Industry and Environment, Liquid Trade Waste Management Guidelines – 2021</p> <p>ii) A charge that is equal to the Sewerage Charges – Residential</p> <p>b) Trade Waste Charges:</p> <p>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</p>	EDCC			COMPLETED & REPORTED TO COUNCIL
				EDCC			COMPLETED & REPORTED TO COUNCIL

DATE OF MEETING	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
			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. It is anticipated that letters will be sent in January 2023 upon completion of categorisation, and that bills will be reissued thereafter.	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
			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			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
26-Jul-22	10.07/22	15.3 PUBLIC SPACES LEGACY PROGRAM – DETAILED DESIGNS FOR PIONEER PARK AND THE GLEN	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 Constellation of the South artist within the project budget; and ii. A regular project report be provided to Council.	MDP		Progress report to 28 February 2023 meeting. Excavator found to be unsuitable for reed removal: aquatic herbicide recommended treatment. 1. Completed - New resolution by Council -10.02/23 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. 2. Request sent for initial meeting of panel members early February 2023. Public notice calling for sculptors placed March 2023.	B

DATE OF MEETING	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
23-Aug-22	03.08/22	10.1 DELEGATE REPORT – RURAL SKILLS FORUM HELD 4 AUGUST 2022	That Council receive the report Rural Skills Forum held 4 August 2022 and that councillors: I. engage with the community to identify skill shortages in Uralla Shire to enable effective lobbying of State and Federal Politicians; and II. further investigate the potential role and demand for a Country University Centre in Uralla and to report at the September Council meeting.	COUNCILLORS COUNCILLORS			B A
23-Aug-22	04.08/22	10.2 DELEGATE REPORT – COUNTRY MAYORS ASSOCIATION MEETING HELD 5 AUGUST 2022	That Council: I. Receive the report – Country Mayors Association meeting held 5 August 2022; and II. Conduct a public forum to consider the needs and opportunities for social housing in Uralla; and III. Continue to monitor changes to the biodiversity offset scheme and potential effects on Uralla Shire.	COUNCILLORS COUNCILLORS		See delegate's progress report to 27 September 2022 meeting. Preparation has commenced. Changes will be alerted to councillors via the Government and LGNSW communications.	COMPLETED & REPORTED TO COUNCIL B COMPLETED & REPORTED TO COUNCIL
23-Aug-22	06.08/22	15.2 SCOPE CHANGE OPTIONS FOR THE REFURBISHMENT OF THE URALLA COURTHOUSE	I. reject the Uralla Courthouse refurbishment project progress contained in report 15.2 to the Ordinary Council Meeting 26 July 2022; II. re-sheet the Courthouse roof with corrugated zincalume unfinished (not paid for); III. relocate the solar panels from the Courthouse roof to an alternative roof on the same site; and IV. when applying State Environmental Planning Policy (Transport and Infrastructure) 2021 to Council developments, details of the developments be put on public display and neighbours be advised similar to the Development Application process.	MDP MDP MDP MDP		Noted Variation approved by Funding partner November 2022 - scheduled new year. Variation approved by Funding partner November 2022 - scheduled new year. Noted	COMPLETED & REPORTED TO COUNCIL B B COMPLETED & REPORTED TO COUNCIL

DATE OF MEETING	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
27-Sep-22	36.09/22	15.1 CONFIDENTIAL – AWARD OF TENDER FOR PIONEER PARK REFURBISHMENT	<p>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:</p> <p>a) landscape planting component subject to a separate engagement; and</p> <p>b) spiral path subject to a separate engagement.</p> <p>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.</p>	GM		Contract awarded for \$364,517.	C
				MDP		<p>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.</p> <p>Price on spiral path etching: Progress 1/12/22: costing has been identified as \$20k incl GST (method - sandblasting with stencils)</p>	B
				MDP		No ferro cement picnic shelters found to be commercially available	B

RESOLUTIONS ACTIONS REPORT from October 2022 onward				
Division: Committee: Officer:		Council		
		Printed: 23 March 2023 12:38 PM Date From: October 2022 onward Date To:		
MEETING DATE	ITEM NO.	SUBJECT	MOTION	COMMENTS
Council 22/11/2022	14.6	Audit, Risk & Improvement Committee Action for Setting Fees and Expression of Interest - Panel Members	<p>RESOLUTION 46.11/22</p> <p>Moved: Cr Tara Toomey Seconded: Cr Tom O'Connor</p> <p>In order to recruit new independent members of the Audit, Risk and Improvement Committee that Council:</p> <ol style="list-style-type: none"> 1. Consider the Office of Local Government model Audit, Risk and Improvement Charter once established; workshop and define Council's expectations of the Audit Risk and Improvement Committee in line with s428A of the <i>Local Government Act 1993</i>; 2. Adopt the fees for three independent members (one as Chair) as set out in the report; 3. Call for expressions of interest for panel members jointly with Walcha Council; and 4. Undertake to share the ARIC independent members jointly with Walcha Council. <p>For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey</p> <p>Against: Nil</p> <p style="text-align: right;">CARRIED 9/0</p>	<p>30 Nov 2022 3:57pm Westbrook, Wendy - Reallocation Action reassigned to Valencius, Christine by Westbrook, Wendy - NH - MG - resigned</p> <p>01 Dec 2022 8:45am Westbrook, Wendy Walcha Shire Council have been advised.</p> <p>18 Jan 2023 2:41pm Jessep, Kate Liaison with Walcha Council in progress.</p> <p>17 Feb 2023 2:11pm Jessep, Kate Expression of interest public notice for independent members of ARIC is in progress.</p> <p>22 Mar 2023 4:32pm Valencius, Christine EOI closed - assessment underway</p>

RESOLUTIONS ACTIONS REPORT from October 2022 onward				Printed: 23 March 2023 12:38 PM
Division:				Date From: October 2022 onward
Committee:				Date To:
Officer:				
Council 22/11/2022	14.5	Town Security Options	Water	
RESOLUTION 45.11/22				01 Dec 2022 10:12am Westbrook, Wendy
Moved: Deputy Mayor Robert Crouch				1. Noted,
Seconded: Cr Tom O'Connor				2. Public Works have been notified and are in the process of sending a quote with procedural process to be followed up.
That Council:				3. Liaison with funding partner to proceed, reliant on point 2 completion.
1. Incorporate review of water supply options within the scope of the Integrated Water Cycle Management (IWCN) plan.				10 Jan 2023 9:04am Gallagher, Paul
2. Seek a single-invited quotation from NSW Public Works Advisory for development of the IWCN as soon as possible with the inclusion of clear deliverables and hold points.				IN PROGRESS- A brief is under development to provide PWA to price the works and then seek funding from DPI-E
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.				22 Mar 2023 5:34pm Finnegan, Luke
				Public Works Advisory has provided a draft 'reverse' brief for the IWCN 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.
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				

RESOLUTIONS ACTIONS REPORT from October 2022 onward

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Division:
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Council 22/11/2022	14.1	Heritage Service	Advisor	<p>RESOLUTION 34.11/22</p> <p>Moved: Cr Tom O'Connor</p> <p>Seconded: Cr Tara Toomey</p> <p>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.</p> <p>For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey</p> <p>Against: Nil</p> <p>CARRIED 9/0</p>	<p>01 Dec 2022 2:56pm Jessep, Kate</p> <p>Preparation of terms has commenced - Initial panel meeting to be scheduled to review prior to advertising.</p> <p>17 Feb 2023 1:57pm Jessep, Kate</p> <p>In progress</p> <p>22 Mar 2023 4:42pm Jessep, Kate</p> <p>Grant funding application successful.</p>
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RESOLUTIONS ACTIONS REPORT from October 2022 onward

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Division:
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Officer:

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Council 14.3 Drainage - Faulkner
22/11/2022 Street, URALLA

RESOLUTION 39.11/22**Moved:** Deputy Mayor Robert Crouch**Seconded:** Cr Lone Petrov**That Council**

1. Allocate funding of up to \$60,000 from Stormwater management restrictions to create a stormwater system to drain Faulkner Street to Rocky Creek.
2. Develop a section in the stormwater management plan that includes a prioritised list of stormwater infrastructure improvements to be funded by grants or from the stormwater levy (stormwater management restrictions).

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

Against: Cr Tom O'Connor

CARRIED 8/1**30 Nov 2022 3:21pm Barr, Will**

1. Refer to Manager of Finance for creation of a Work Order., 2. Noted

30 Nov 2022 3:25pm Westbrook, Wendy - Reallocation

Action reassigned to Ahammed, Mustaq by Westbrook, Wendy - To create a Work Order

17 Feb 2023 1:51pm Jessep, Kate

Finance to establish work order and allocate task to Executive Manager Civil Infrastructure.

22 Mar 2023 4:58pm Fitzsummons, Clint

Preparing to engage consultant to undertake stormwater design and to acquire easements.

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Division:		Council		Date From: October 2022 onward
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Council 13/12/2022	14.3	Waste Management Long Term	<p>RESOLUTION 38.12/22</p> <p>Moved: Cr Tom O'Connor</p> <p>Seconded: Cr Tim Bower</p> <ol style="list-style-type: none"> 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. 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. 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. That Council proceed to tender to purchase two waste collection trucks subject to the following: <ol style="list-style-type: none"> to be resourced by loan funding; and 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 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. 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). <p>For: Crs Robert Bell, Robert Crouch, Tim Bower, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey</p> <p>Against: Nil</p> <p>Absent: Crs Sarah Burrows</p> <p>CARRIED 8/0</p>	<p>16 Jan 2023 12:35pm Finnegan, Luke</p> <p>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.</p> <p>22 Mar 2023 5:14pm Kogo, Ben</p> <p>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. .</p>

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Council 13/12/2022	15.2	Council owned industrial land, Uralla - Valuation Report as at 6 December 2022	<p>RESOLUTION 52.12/22</p> <p>Moved: Cr Tom O'Connor Seconded: Cr Lone Petrov</p> <p>That Council:</p> <ol style="list-style-type: none"> 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. <p>For: Crs Robert Bell, Robert Crouch, Tim Bower, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey</p> <p>Against: Nil</p> <p>Absent: Crs Sarah Burrows</p> <p>CARRIED 8/0</p>	<p>17 Feb 2023 12:13pm Jessep, Kate Request for quote for a suitable commercial property agent in progress.</p> <p>17 Mar 2023 2:28pm Jessep, Kate Assessment of quotations in progress.</p> <p>22 Mar 2023 4:05pm Westbrook, Wendy Quotations received, due diligence in progress</p>
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RESOLUTIONS ACTIONS REPORT from October 2022 onward				Printed: 23 March 2023 12:38 PM
Division:		Council		Date From: October 2022 onward
Committee:				Date To:
Officer:				
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: <ul style="list-style-type: none"> 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	18 Jan 2023 2:48pm Jessep, Kate In progress 17 Feb 2023 1:55pm Jessep, Kate See Progress Report to 28 February 2023 Ordinary Meeting. 23 Mar 2023 1:00pm Jessep, Kate In progress
CARRIED 8/0				

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Council 13/12/2022	12.1	Notice of Motion - Roman Street Kerb and Gutter	<p>RESOLUTION 19.12/22</p> <p>Moved: Deputy Mayor Robert Crouch</p> <p>Seconded: Cr Tara Toomey</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Waive fees and charges for the kerb and guttering of Roman Street. 2. Complete the kerb and guttering on the western side of Roman Street, including the construction of vehicular driveway crossings. 3. Postpone further construction on the eastern side of Roman Street pending: <ol style="list-style-type: none"> a) Canvas of property owners as to whether they want kerb and guttering installed and bring a report back to Council Meeting 28 February 2023. b) Council checking the conditions attached to the subdivision approval for the five most southern blocks on the eastern side of Roman Street 4. Council develop: <ol style="list-style-type: none"> a) A Kerb, Guttering and Footpath Policy b) A priority list for kerb and guttering construction for consultation with our community, and approval by Council as a component of our Transport Asset Management Plan. <p>For: Crs Robert Bell, Robert Crouch, Tim Bower, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey</p> <p>Against: Nil</p> <p>Absent: Crs Sarah Burrows</p> <p>CARRIED 8/0</p> <p>18 Jan 2023 2:44pm Jessep, Kate</p> <ol style="list-style-type: none"> 1. Noted, 2. Complete the kerb and guttering on the western side of Roman Street (contractor scheduled), including the construction of vehicular driveway crossings (completed), 3. Postpone further construction on the eastern side of Roman Street pending; <ol style="list-style-type: none"> a) Canvas of property owners as to whether they want kerb and guttering installed (letters sent) and bring a report back to Council Meeting 28 February 2023 (pending), b) Council checking the conditions attached to the subdivision approval for the five most southern blocks on the eastern side of Roman Street (noted), 4. Council develop; <ol style="list-style-type: none"> a) A Kerb, Guttering and Footpath Policy - draft developed - to be circulated for councillors feedback., b) A priority list for kerb and guttering construction for consultation with our community, and approval by Council as a component of our Transport Asset Management Plan. (pending) <p>23 Mar 2023 11:21am Raby, Mick</p> <p>Draft Kerb and Gutter Policy will be presented for Council consideration at the Ordinary Meeting in April 2023.</p>

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		Division:			Printed: 23 March 2023 12:38 PM
		Committee:	Council		Date From: October 2022 onward
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Council 13/12/2022	12.4	Notice of Motion - Banking Services Evaluation	<p>RESOLUTION 30.12/22</p> <p>Moved: Cr Bruce McMullen</p> <p>Seconded: Cr Tom O'Connor</p> <p>That Council rescind resolution OM07.07/2021 to enable the administration to undertake a review of banking fees and charges for its deposit-taking institution and should a better service, taking into account local service and Council's other banking needs, be identified then the Council undertake the process to change bank.</p> <p>For: Crs Robert Bell, Robert Crouch, Tim Bower, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey</p> <p>Against: Nil</p> <p>Absent: Crs Sarah Burrows</p> <p style="text-align: right;">CARRIED 8/0</p>	<p>18 Jan 2023 2:51pm Westbrook, Wendy</p> <p>Review in progress</p> <p>22 Mar 2023 5:27pm Jessep, Kate</p> <p>Data collation for comparison is in progress.</p>	
Council 28/02/2023	14.10	Draft Tree Management Policy 2023	<p>RESOLUTION 17.02/23</p> <p>Moved: Cr Sarah Burrows</p> <p>Seconded: Cr Tom O'Connor</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Place the Draft Tree Management Policy for Council Managed Land 2023 on public exhibition for 28 days; and 2. Receive a further report following the assessment of any submissions which are received, and consider the adoption of the Policy. <p>For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov, Tara Toomey</p> <p>Against: Nil</p> <p style="text-align: right;">CARRIED 9/0</p>	<p>22 Mar 2023 4:48pm Jessep, Kate</p> <p>On public exhibition.</p>	

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Council 28/02/2023	14.9	Roman Street Kerb and Gutter	<p>RESOLUTION 16.02/23</p> <p>Moved: Deputy Mayor Robert Crouch Seconded: Cr Leanne Doran</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Complete the installation of kerb and guttering to the frontage of 4, 6, 8, 10, 12 and 14 as per Point (1) of Resolution (19.12/22) Ordinary Council Meeting 13 December 2022. 2. Complete the kerb and guttering of the 32 Dumaresq Street property where it fronts Roman Street. 3. Note that the portion of Kerb and Gutter which fronts the newly created subdivision at No. 4 Roman Street will be fully funded by the property owner in accordance with the already issued consent conditions of that subdivision. 4. Contact each resident and install lay backs as requested and to the standards specified which are similar to Armidale Regional Council profiles. 5. Note that a Draft Kerb, Guttering and Footpath Policy is still a work in progress and will be referred to a future meeting of Council. <p>For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov, Tara Toomey</p> <p>Against: Nil</p> <p>CARRIED 9/0</p>	<p>13 Mar 2023 2:09pm Barr, Will</p> <p>Works proceeding as per Council's resolutions. Scheduled for completion mid April 2023.</p>
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RESOLUTIONS ACTIONS REPORT from October 2022 onward				Printed: 23 March 2023 12:38 PM
Division:		Council		Date From: October 2022 onward
Committee:				Date To:
Officer:				
Council 28/02/2023	14.2	Procurement of Two (2) Motor Graders	RESOLUTION 09.02/23 Moved: Cr Tom O'Connor Seconded: Cr Tim Bower That Council: <ol style="list-style-type: none"> 1. Accept the tender submitted by RDO Equipment for the supply of two (2) new John Deere 770GP Graders per the specifications of RFT1045480 for a total \$1,076,600 excluding GST on the basis that it represents the best overall value for money offer in accordance with Council's Tender Assessment process. 2. Note that Council's two existing graders will be retained as working units until the new replacement units are delivered and commissioned into use. 3. Note that the two existing graders will then be disposed of via a public Sale by Tender process with an expected return to Council of \$330,000 excluding GST. 4. Note that the combined result of the above transactions is a total net cost to Council of \$746,000 excluding GST. For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov, Tara Toomey Against: Nil	22 Mar 2023 5:33pm Jessep, Kate In progress.
CARRIED 9/0				

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Committee:				Date To:
Officer:				
Council 28/02/2023	12.2	Notice of Motion - UTEC Report to Council - February 2023	<p>RESOLUTION 07.02/23</p> <p>Moved: Cr Tara Toomey</p> <p>Seconded: Cr Leanne Doran</p> <p>That Council receive the following recommendations from the UTEC Meeting held on 6th February 2023 and provide a decision on Council's position on each item:</p> <ol style="list-style-type: none"> 1. Recommend Council seek support from the funding body to allocate the balance of the funds from the Public Spaces Legacy Fund to the development of a detailed plan for stage 2 of the Fibonacci theme at Pioneer Park in partnership with UTEC, Uralla Arts and other interested parties from the Uralla Shire 2. Note that with a majority of 7 to 2 the UTEC committee voted to continue with the first stage of developing the Fibonacci theme as part of the Pioneer Park project; 3. Council advertise the 2 vacant UTEC positions. <p>For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov, Tara Toomey</p> <p>Against: Nil</p> <p style="text-align: right;">CARRIED 9/0</p>	<p>23 Mar 2023 11:31am Raby, Mick</p> <ol style="list-style-type: none"> 1. There is no unallocated funding. Other funding opportunities will be considered for future stage(s) for Pioneer Park., 2. Noted, 3. Recruitment to fill 2 UTEC vacancies is in progress. A report will be presented to Council recommending appointment.

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Officer:				
Council 28/02/2023	14.5	Draft Roadside Vegetation Management Plan	RESOLUTION 12.02/23 Moved: Cr Tom O'Connor Seconded: Cr Sarah Burrows That Council: 1. Endorse the draft Roadside Vegetation Plan 2023 for public exhibition for 28 days. 2. Receive a further report to endorse the Roadside Vegetation Plan 2023 incorporating the consideration of any submissions received during the exhibition period. For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov, Tara Toomey Against: Nil CARRIED /0	22 Mar 2023 4:47pm Jessep, Kate On public exhibition.

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Division:		Council		Date From: October 2022 onward
Committee:				Date To:
Officer:				
Council 28/02/2023	14.3	Public Spaces Legacy Program and Courthouse Refurbishment Work Update	<p>RESOLUTION 10.02/23</p> <p>Moved: Cr Tim Bower</p> <p>Seconded: Cr Leanne Doran</p> <p>That Council:</p> <ol style="list-style-type: none"> 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). <p>For: Crs Robert Bell, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov, Tara Toomey</p> <p>Against: Cr Robert Crouch CARRIED 8/1</p>	<p>17 Mar 2023 1:57pm Jessep, Kate</p> <p>Parts 1, 2 and 4 noted.</p> <p>Part 3: Tree plantings workshop held 14 March 2023. Councillors to provide suggestions via email. Further decision of Council required.</p>

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 Information Technology Upgrade

This matter is considered to be confidential under Section 10A(2) - d(ii) and f 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 information that would, if disclosed, confer a commercial advantage on a competitor of the council and details of systems and/or arrangements that have been implemented to protect council, councillors, staff and Council property.

15.2 Confidential report: Planning Agreements for renewable energy developments.

This matter is considered to be confidential under Section 10A(2) - c and 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 as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and information that would, if disclosed, confer a commercial advantage on a competitor of the council.

16 COMMUNICATION OF COUNCIL DECISION

17 CONCLUSION OF MEETING