



URALLA SHIRE COUNCIL BUSINESS PAPER

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

27 July 2021

Commencing at 12:30pm

Kate Jessep
GENERAL MANAGER



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1 OPENING & WELCOME

2 PRAYER

3 ACKNOWLEDGEMENT OF COUNTRY

4 WEBCAST INFORMATION

5 APOLOGIES & APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS

6 DISCLOSURES & DECLARATIONS OF INTEREST

To be table at the Meeting.

7 CONFIRMATION OF MINUTES

Minutes to be confirmed at the 27 July 2021 Meeting of Council:



MINUTES of

ORDINARY MEETING OF COUNCIL

Held on 29 June 2021 at 12:30pm

Attendance at Meeting:

Councillors:

Cr M Pearce (Mayor)
Cr I Strutt (Deputy Mayor)
Cr R Crouch
Cr M Dusting (arrived 1:01pm)
Cr N Ledger
Cr T O'Connor – via Zoom
Cr T Toomey – via Zoom
Cr L Sampson

Staff:

Ms K Jessep, General Manager
Mr S Paul, Director Corporate Services/Chief Financial Officer
Mr T Seymour, Director Development & Infrastructure
Ms C Valencius, Interim Executive Manager Corporate Services
Ms N Heaton, Manager, Governance
Mc H McElnea, Communications Officer
Ms F Stace, Manager Human Resources (Item 17.2)
Ms W Westbrook , Minute Clerk

Apology:

Cr Bell
Cr Dusting – (12:30-1:01pm)

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UNCONFIRMED

1 OPENING & WELCOME

The Chair declared the meeting opened at 12:34pm.

2 PRAYER

The Chair read the prayer.

3 ACKNOWLEDGEMENT TO COUNTRY

The Chair read the acknowledgement to 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 & APPLICATION FOR LEAVE OF ABSENCES BY COUNCILLORS

The Chair advised receipt of an apology from Cr Bell and Cr Dusting (late arrival).

The Chair advised there were no applications for leave of absence received.

MOTION Moved: Cr Strutt / Seconded: Cr Crouch

That Cr Bell and Cr Dusting (arriving late) apologies be noted.

For: Crs Ledger, Sampson, Strutt, Pearce, Crouch, Toomey, O'Connor

Against: Nil

Absent: Nil

01.06/21 CARRIED

6 DISCLOSURES & DECLARATIONS OF INTERESTS

The Chair advised there were no disclosures or declarations made.

7 CONFIRMATION OF MINUTES

Minutes to be confirmed at the 29 June 2021 Meeting:

7.1 MINUTES OF ORDINARY MEETING OF COUNCIL HELD 25 MAY 2021

The Chair called for any amendments.

AMENDMENTS

1. Resolution 23.05/21 Cr Dusting voted against the motion.
2. Add Cr Ledger attendance on Delegate Report, 11 May 2021 GM Workshop details.

MOTION Moved: Cr Ledger / Seconded: Cr Strutt

That Council adopt the minutes the meeting held 25 May 2021, with amendment as noted, as a true and correct record.

For: Crs Ledger, Sampson, Strutt, Pearce, Crouch, Toomey, O'Connor

Against: Nil

Absent: Nil

02.06/21 CARRIED

7.2 MINUTES OF EXTRAORDINARY MEETING OF COUNCIL HELD 15 JUNE 2021

The Chair called for any amendments.

AMENDMENTS

Motion X06.06/21 Carried – the word 'vote' moved to previous line.

MOTION Moved: Cr Strutt / Seconded: Cr Ledger

That Council adopt the minutes the meeting held 15 June 2021, with amendments as noted, as a true and correct record.

For: Crs Ledger, Sampson, Strutt, Pearce, Crouch, Toomey, O'Connor

Against: Nil

Absent: Nil

03.06/21 CARRIED

7.3 MINUTES BUDGET REVIEW & FINANCE MEETING HELD 4 MAY 2021

The Chair noted some administrative amendments.

Item 8.1 CONFIRMATION OF MINUTES 13 April 2021- delete: 'Minutes of, Budget Review and Finance Committee Meeting held 13 April 2021' 'MOTION Moved: Cr/Seconded : Cr'

MOTION Moved Cr Ledger / Seconded Cr Crouch

That Council receive the minutes the meeting held 4 May 2021.

For: Crs Ledger, Sampson, Strutt, Pearce, Crouch, Toomey, O'Connor

Against: Nil

Absent: Nil

04.06/21 CARRIED

8 **TABLING OF REPORTS & PETITIONS**

Petition received 21 June 2021 from Denise Goodall regarding the effect of the Bundarra Sewer Scheme on some residents of Bundarra containing 103 unique names and addresses (some signed).

The petition was tabled.

9 **URGENT, SUPPLEMENTARY & LATE ITEMS/REPORTS OF BUSINESS**

The Chair advised Councillors there is:

one (1) Late Item as published 'Adoption of Operational Plan and Budget 2021-2022' and called for a Procedural Motion to hear the item at 15.14.

PROCEDURAL MOTION Moved: Cr Sampson / Seconded: Cr Strutt

That late item 9.1.1 of business be heard following report 15.13, in the Meeting Agenda.

For: Crs Ledger, Sampson, Strutt, Pearce, Crouch, Toomey, O'Connor

Against: Nil

Absent: Nil

05.06/21 **CARRIED**

The Chair advised Councillors there were two Items of (2) Urgent business:

- a) **Bundarra Sewer Scheme Variation for Private Works, and**
- b) **Bundarra Sewer Scheme Variation Section 67 Private Works.**

PROCEDURAL MOTION Moved: Cr Strutt / Seconded: Cr Ledger

That Council call an Extraordinary Meeting to be held on 2 July 2021 4:00pm to consider the two urgent matters regarding the Bundarra Sewerage project.

For: Crs Ledger, Sampson, Strutt, Pearce, Crouch, Toomey, O'Connor

Against: Nil

Absent: Nil

06.06/21 **CARRIED**

10 **WRITTEN REPORT FROM DELEGATES**

10.1 DELEGATE REPORT NEW ENGLAND WEEDS AUTHORITY – PROGRESS OF INVESTIGATIONS INTO PRIVET MANAGEMENT IN THE URALLA SHIRE

MOTION Moved: Cr Ledger / Seconded: Cr Crouch

That Council receive the Delegate Report New England Weeds Authority – Progress of Investigations into Privet Management in the Uralla Shire.

For: Crs Ledger, Sampson, Strutt, Pearce, Crouch, Toomey, O'Connor

Against: Nil

Absent: Nil

07.06/21 **CARRIED**

10.2 DELEGATE REPORT - WINTERBOURNE WIND FARM COMMUNITY CONSULTATIVE COMMITTEE

MOTION Moved: Cr Crouch / Seconded: Cr Ledger

That Council receive the Delegate Report Winterbourne Wind Farm Community Consultative Committee .

For: Crs Ledger, Sampson, Strutt, Pearce, Crouch, Toomey, O'Connor

Against: Nil

Absent: Nil

08.06/21 CARRIED

10.3 ACTIVITIES SUMMARIES

Councillors provided a verbal account of activities/meetings they have attended for the month

COUNCILLOR NAME:	Mark Dusting	
COUNCIL MEETING DATE:	29 June 2021	
DATE	COMMITTEE /MEETING/EVENT	LOCATION
25 May 2021	Council Meeting	Chambers
7 Jun 2021	NEWA Meeting	Armidale
7 Jun 2021	Operational Plan & Budget	Uralla
8 Jun 2021	Budget Review & Finance Committee Meeting	Uralla
15 Jun 2021	NEWA Meeting	Uralla
15 Jun 2021	GM workshop	Uralla
16 Jun 2021	NEWA – Organising Privet Report	Armidale
29 Jun 2021	NEWA Extraordinary Meeting	Armidale
Expense Claims Total		\$0

COUNCILLOR NAME:	Natasha Ledger	
COUNCIL MEETING DATE:	29 June 2021	
DATE	COMMITTEE /MEETING/EVENT	LOCATION
7 Jun 2021	Community Drop in session	Uralla
8 Jun 2021	GM Strategic Workshop	Uralla
8 Jun 2021	Budget Review & Finance Committee Meeting	Uralla
15 Jun 2021	Fuller Park Workshop	Uralla
15 Jun 2021	Extraordinary Meeting	Uralla
29 Jun 2021	Ordinary Meeting of Council	Uralla
Expense Claims Total		\$119.68

Cr Dusting arrived at the meeting 1:01pm

COUNCILLOR NAME:	Robert Crouch	
COUNCIL MEETING DATE:	29 June 2021	
DATE	COMMITTEE /MEETING/EVENT	LOCATION
04 June 2021	Visitor Information Centre opening	Uralla
07 June 2021	Annual Operating Plan community drop in session	Uralla
07 June 2021	Winterbourne wind farm community consultative Committee	Walcha
08 June 2021	Budget Review and Finance Committee	Uralla

08 June 2021	Council meeting, GM workshop and briefing	Uralla
09 June 2021	Annual Operating Plan community drop in session	Bundarra
15 June 2021	New England Weeds Authority (observer)	Uralla
15 June 2021	Council meeting	Uralla
15 June 2021	Fuller Park workshop	Uralla
29 June 2021	Ordinary Council Meeting	Uralla
Expense Claims Total		\$0

COUNCILLOR NAME:		Levi Sampson
COUNCIL MEETING DATE:		29 June 2021
DATE	COMMITTEE /MEETING/EVENT	LOCATION
8 Jun 2021	GM Workshop	Uralla
8 Jun 2021	BRFC	Uralla
15 Jun 2021	GM Workshop	Uralla
29 Jun 2021	Ordinary Meeting	Chambers
Expense Claims Total		\$93.84

COUNCILLOR NAME:		Tara Toomey
COUNCIL MEETING DATE:		29 June 2021
DATE	COMMITTEE /MEETING/EVENT	LOCATION
8 Jun 2021	Budget Review & Finance Committee Meeting	Uralla
8 Jun 2021	GM Workshop	Uralla
15 Jun 2021	Extraordinary Meeting of Council	Uralla
15 Jun 2021	Fuller Park Workshop	Uralla
29 Jun 2021	Ordinary Meeting of Council	Uralla
Expense Claims Total		\$0

COUNCILLOR NAME:		Tom O'Connor
COUNCIL MEETING DATE:		29 June 2021
DATE	COMMITTEE /MEETING/EVENT	LOCATION
15 June	Extraordinary Council meeting 1.00 pm to 2.00 pm	Chambers
16 June	Alternate Delegate to Uralla Shire Local Traffic Committee on the Full Closure of Barleyfields Road North (Delegate Cr. R. Bell declared a conflict of interest.	By email
29 June	Council meeting	By Zoom
Expense Claims Total		\$0

Cr Sampson left the Chamber 12:57pm

COUNCILLOR NAME:	Isabel Strutt	
COUNCIL MEETING DATE:	29 June 2021	
DATE	COMMITTEE /MEETING/EVENT	LOCATION
28/05/2021	Lunch with the Northern Tablelands Local Land Services Board	Bundarra
04/06/2021	Official opening of VIC	
07/06/2021	Drop-In Community Consultation Session	Council Chambers Uralla
08/06/2021	Budget Review & /Finance Committee Meeting	Council Chambers Uralla
08/06/2021	GM Workshop and Briefing or Councillors Continuous Improvement; Northern Tablelands Koala Partnership Project; Fibonacci Park; Draft Uralla Open Spaces Strategy; Model Councillor and Staff Interaction Policy Consultation Draft	Council chambers
09/06/2021	Drop-In Community Consultation Session	Bundarra
12/06/2021	Commemoration Service for Private Trevor Atwood	Uralla
15/06/2021	Extraordinary Meeting of Council	Council Chambers Uralla
23/06/2021	2AD Interview – deputising for Mayor	Uralla
29/06/2021	Council Meeting	Chambers
Expense Claim Total		\$0

Cr Sampson returned to the Chamber 1:05pm

COUNCILLOR NAME:	Michael Pearce	
COUNCIL MEETING DATE:	29 June 2021	
DATE	COMMITTEE /MEETING/EVENT	LOCATION
26 May 2021	Mayor's Office – Admin. 2AD Radio interview	Uralla
27 May 2021	Country Mayors Association Executive Committee meeting	Sydney
28 May 2021	Country Mayors Association Board meeting with GM.	Sydney
31 May 2021	Mayor's Office – Admin.	Uralla
1 June 2021	Mayor's Office – Admin.	Uralla
2 June 2021	Mayor's Office – Admin.	Uralla
3 June 2021	Mayor's Office – Admin.	Uralla
4 June 2021	Mayor's Office – Admin. Official Re-Opening of Uralla Visitor Information Centre with Adam Marshall.	Uralla
7 June 2021	Mayor's Office – Admin. Drop In Session, Community Engagement regarding Council's Draft Operational Plan and Budget. (Uralla)	Uralla
8 June 2021	Mayor's Office – Admin. Budget, Review and Finance Committee meeting.	Uralla
9 June 2021	Mayor's Office – Admin. 2AD Radio Interview	Uralla
10 June 2021	Mayor's Office – Admin.	Uralla

15 June 2021	New England Bush Fire Management Committee , Chair meeting (non-delegate) Extra-ordinary Council meeting. Councillor Strategic workshop.	Armidale Uralla
16 June 2021	Mayor's Office - Admin	Uralla
17 June 2021	Mayor's Office - Admin	Uralla
20 June 2021 21 June 2021 22 June 2021	Attend National General Assembly of Local Government, (NGA) with General Manager.	Canberra
23 June 2021	NGA	Canberra
26 June 2021	Uralla Lions Club change-over, representing Uralla Shire Council.	Uralla
28 June 2021	Mayor's Office - Admin	Uralla
Expense Claims Total		\$478.72

The Chair advised the Delegates report have been tabled.

11 ITEMS PASSED IN BULK

The Mayor called for agenda items dealt with, in bulk, by exception – as per Section 13 of Council's Code of Meeting Policy.

Councillors indicated which items of business they wished to speak on or may vote against. The following item(s) were then moved in bulk

MOTION Moved: Cr Crouch / Seconded: Cr Sampson

That Council resolve the following items of business on the agenda by way of a single resolution:

15.1 Cash at Bank and Investments as at 31 May 2021

15.11 Draft Asbestos Policy

For: Crs Dusting, Ledger, Sampson, Strutt, Pearce, Crouch, Toomey, O'Connor

Against: Nil

Absent: Nil

09.06/21 **CARRIED**

15.1 CASH AT BANK AND INVESTMENTS

MOTION Moved: Cr Crouch / Seconded: Cr Sampson

That;

- I. Council note the cash position as at 31 May, 2021 consisting of cash and overnight funds of \$6,682,324, term deposits of \$14,107,319 totalling \$16,789,643 of readily convertible funds.
- II. Council note the loan position as at 31 May 2021 totalling \$1,981,743.
- III. The projected unrestricted cash position as at 30 June, 2021 totalling \$2,395,000.

For: Crs Dusting, Ledger, Sampson, Strutt, Pearce, Crouch, Toomey, O'Connor

Against: Nil

Absent: Nil

10.06/21 **CARRIED**

15.11 DRAFT ASBESTOS POLICY

MOTION Moved: Cr Crouch / Seconded: Cr Sampson

That the Asbestos Policy be placed on public exhibition for a period of 28 days (from 30 June 2021 to 28 July 2021) and if no submissions are received, that the policy be adopted.

For: Crs Dusting, Ledger, Sampson, Strutt, Pearce, Crouch, Toomey, O'Connor

Against: Nil

Absent: Nil

11.06/21 CARRIED

12 MAYORAL MINUTE

NIL

13 PUBLIC FORUM/PRESENTATIONS

Nil

14 REPORT OF COMMITTEE S

14.1 NOMINATION FOR S355 BUNDARRA SCHOOL OF ARTS COMMITTEE MEMBERSHIP

Motion Mover: Cr Crouch / Seconded: Cr O'Connor

That Council approve the appointment of Ms Tracey Nagel to the s355 Bundarra School of Arts Hall Committee .

For: Crs Dusting, Ledger, Sampson, Pearce, Crouch, Toomey, O'Connor

Against: Cr Strutt

Absent:

12.06/21 CARRIED

15 REPORTS TO COUNCIL

15.2 DRAFT LONG TERM FINANCIAL PLAN (LTFP) 2022-2031

MOTION Moved: Cr Strutt / Seconded: Cr Sampson

That Council undertake community consultation on Council's long term financial sustainability to enable the next term of Council to adopt a sustainable Long Term Financial Plan (LTFP) that includes a balanced operating outcome before capital grants for all funds by:

- i. endorsing the recommendation of the Budget Review and Finance Committee to place the Draft LTFP 2022-2031 on public exhibition for a minimum period of 28 days; and
- ii. engaging the services of a suitably qualified consultant to undertake an independent community survey process in order to gain an understanding of the community's current preferences for Council's financial sustainability options including:
 - o increases in revenue; and/or
 - o decreases in service levels; and/or
 - o alternative methods of service delivery; and
- iii. Collating the information from (i) and (ii) above into a strategic plan (including an LTFP) that enables Council to remain an independent and financially sustainable shire.

AMENDMENT #1 Moved: Cr Crouch / Seconded: Cr Dusting

That Council undertake community consultation on Council's long term financial sustainability to enable the next term of Council to adopt a sustainable Long Term Financial Plan (LTFP) that includes a balanced operating outcome before capital grants for all funds by:

- i. endorsing the recommendation of the Budget Review and Finance Committee to place the Draft LTFP 2022-2031 on public exhibition for a minimum period of 28 days; and
- ii. to undertake an independent community survey process in order to gain an understanding of the community's current preferences for Council's financial sustainability options including:
 - o increases in revenue; and/or
 - o decreases in service levels; and/or
 - o alternative methods of service delivery; and/or
 - o reduce Council's expenditure to fit within existing resources
- iii. Collating the information from (i) and (ii) above into a strategic plan (including an LTFP) that enables Council to remain an independent and financially sustainable shire.

For: Crs Dusting, Pearce, Crouch

Against: Ledger, Sampson, Strutt, Toomey, O'Connor

Absent: Nil

LOST

AMENDMENT #2 Moved: Cr O'Connor/ Seconded: Cr Crouch

That Council undertake community consultation on Council's long term financial sustainability to enable the next term of Council to adopt a sustainable Long Term Financial Plan (LTFP) that includes a balanced operating outcome before capital grants for all funds by:

- i. endorsing the recommendation of the Budget Review and Finance Committee to place the Draft LTFP 2022-2031 on public exhibition for a minimum period of 28 days.

For: Crs Dusting, Ledger, Pearce, Crouch, O'Connor

Against: Cr Strutt, Toomey, Sampson

Absent: Nil

CARRIED

The AMENDMENT became the SUBSTANTIVE MOTION.

MOTION Moved: Cr O'Connor / Seconded: Cr Crouch

That Council undertake community consultation on Council's long term financial sustainability to enable the next term of Council to adopt a sustainable Long Term Financial Plan (LTFP) that includes a balanced operating outcome before capital grants for all funds by:

- i. endorsing the recommendation of the Budget Review and Finance Committee to place the Draft LTFP 2022-2031 on public exhibition for a minimum period of 28 days.**

For: Crs Dusting, Ledger, Pearce, Crouch, O'Connor

Against: Crs Strutt, Toomey, Sampson

Absent:

13.06/21 CARRIED

15.3 REVISED URALLA LOCAL STRATEGIC PLANNING STATEMENT (LSPS) 2021

Cr Sampson left Chamber 2:03pm

PROCEDURAL MOTION Moved: Cr O'Connor / Seconded: Cr Dusting

To move to Committee of the Whole.

For: Crs Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, O'Connor

Against: Nil

Absent: Cr Sampson

14.06/21 CARRIED

Cr Ledger left Chamber 2:04pm

Cr Ledger returned to the Chamber 2:05pm

Cr Sampson returned to the Chamber 2:05pm

Councillors held a detailed discussion in Committee regarding the report.

PROCEDURAL MOTION Moved: Cr Ledger / Seconded: Cr Strutt

To resume Standing Orders.

For: Crs Dusting, Ledger, Sampson, Strutt, Pearce, Crouch, Toomey, O'Connor

Against: Nil

Absent: Nil

15.06/21 CARRIED

The Chair outlined details of the discussion held in Committee.

MOTION Moved: Cr Ledger / Seconded: Cr Strutt

That Council adopt the Uralla Shire Local Strategic Planning Statement 2021 as amended.

For: Crs Dusting, Ledger, Sampson, Strutt, Pearce

Against: Crs Crouch, Toomey, O'Connor

Absent: Nil

16.06/21 CARRIED

The Chair called for a short adjournment at 2:21pm

The Chair resumed the meeting at 2:26pm

15.4 URALLA CBD GARDEN BLISTERS ANNUAL MAINTENANCE

MOTION Moved: Cr Ledger / Seconded: Cr Strutt

That Council receive the advice regarding the annual maintenance of the Uralla CBD garden blisters.

For: Crs Dusting, Ledger, Sampson, Strutt, Pearce, Crouch, Toomey, O'Connor

Against: Nil

Absent: Nil

17.06/21 CARRIED

15.5 THUNDERBOLT ENERGY HUB – WIND FARM - COMMUNITY CONSULTATIVE COMMITTEE REPRESENTATIVE

PROCEDURAL MOTION Moved: Cr Dusting / Seconded: Cr Ledger

To move to Committee of the Whole.

For: Crs Dusting, Ledger, Sampson, Strutt, Pearce, Crouch, O'Connor

Against: Cr Toomey

Absent:

18.06/21 CARRIED

Councillors held a detailed discussion in Committee regarding the report.

PROCEDURAL MOTION Moved: Cr Dusting / Seconded: Cr Strutt

To resume Standing Orders.

For: Crs Dusting, Ledger, Sampson, Strutt, Pearce, Crouch, Toomey, O'Connor

Against: Nil

Absent: Nil

19.06/21 CARRIED

The Chair outlined details of the discussion held in Committee.

The Mayor called for nominations.

Cr Ledger was nominated

MOTION Moved: Cr Strutt / Seconded: Cr Dusting

That Council nominate Cr Ledger as Council's representative, and the General Manager as Council's alternate representative, for the Thunderbolt Energy Hub – Wind Farm Community Consultative Committee.

For: Crs Dusting, Ledger, Sampson, Strutt, Pearce, Crouch, Toomey, O'Connor

Against: Nil

Absent: Nil

20.06/21 CARRIED

15.6 WORKS PROGRESS REPORT AS AT 30 MAY 2021

MOTION Moved: Cr Strutt / Seconded: Cr Ledger

That Council receive the report on works completed or progressed during May 2021 and works programmed for June 2021.

For: Crs Dusting, Ledger, Sampson, Strutt, Pearce, Crouch, Toomey, O'Connor

Against: Nil

Absent: Nil

21.06/21 CARRIED

15.7 BUNDARRA SEWERAGE SCHEME – PROJECT UPDATE REPORT

MOTION Moved: Cr Crouch / Seconded: Cr Ledger

That Council receive the Bundarra Sewerage Scheme – Project Update Report.

For: Crs Dusting, Ledger, Sampson, Strutt, Pearce, Crouch, Toomey, O'Connor

Against: Nil

Absent: Nil

22.06/21 CARRIED

15.8 FIXING LOCAL ROADS ROUND 3 – GRANT APPLICATION

MOTION Moved: Cr O'Connor / Seconded: Cr Strutt

That Council makes an application for funding under Round 3 of the Fixing Local Roads program for up to \$1,010,625 being 75% of the costs for rehabilitation of the candidate roads as follows:

Road Name	Length (m)	Year	Cost estimate
Kingstown Road	1,500	21/22 & 22/23	\$336,875
Gostwyck Road	2,500	21/22 & 22/23	\$673,750
Northeys Road	1,500	21/22 & 22/23	\$336,875
		TOTAL	\$1,347,500

For: Crs Dusting, Ledger, Sampson, Strutt, Pearce, Crouch, Toomey, O'Connor

Against: Nil

Absent: Nil

23.06/21 CARRIED

15.9 LOCAL GOVERNMENT REMUNERATION TRIBUNAL'S DETERMINATION FOR MAYOR AND COUNCILLORS' REMUNERATION

PROCEDURAL MOTION Moved: Cr O'Connor / Seconded: Cr Crouch

To move to Committee of the Whole.

For: Crs Dusting, Ledger, Sampson, Strutt, Pearce, Crouch, Toomey, O'Connor

Against: Nil

Absent: Nil

24.06/21 CARRIED

Councillors held a detailed discussion in Committee regarding the report.

PROCEDURAL MOTION Moved: Cr Ledger / Seconded: Cr Dusting

To resume Standing Orders.

For: Crs Dusting, Ledger, Sampson, Strutt, Pearce, Crouch, Toomey, O'Connor

Against: Nil

Absent: Nil

25.06/21 CARRIED

The Chair outlined details of the discussion held in Committee.

MOTION Moved: Cr Strutt / Seconded: Cr O'Connor

That Council:

- i. Fix the 2021/2022 fee payable to Councillors at \$11,628; and
- ii. Fix the 2021/2022 fee payable to the Mayor at \$20,952 (additional to the fee paid to the Mayor as Councillor).

For: Crs Dusting, Ledger, Sampson, Strutt, Pearce, Crouch, O'Connor

Against: Cr Toomey

Absent: Nil

26.06/21 CARRIED

15.10 DRAFT MODEL COUNCILLOR AND STAFF INTERACTION POLICY

PROCEDURAL MOTION Moved: Cr Crouch / Seconded: Cr Sampson

To move to Committee of the Whole

For: Crs Dusting, Ledger, Sampson, Strutt, Pearce, Crouch, Toomey, O'Connor

Against: Nil

Absent: Nil

27.06/21 CARRIED

Councillors held a detailed discussion in Committee regarding the report.

PROCEDURAL MOTION Moved: Cr Strutt / Seconded: Cr Dusting

To resume Standing Orders

For: Crs Dusting, Ledger, Sampson, Strutt, Pearce, Crouch, Toomey, O'Connor

Against: Nil

Absent:

28.06/21 CARRIED

The Chair outlined details of the discussion held in Committee.

MOTION Moved Cr Ledger / Seconded Cr Strutt

That Council receive the report and note that individual submissions can be made to the Office of Local Government on the Model Councillor and Staff Interaction Policy.

For: Crs Dusting, Ledger, Sampson, Strutt, Pearce, Crouch, Toomey, O'Connor

Against: Nil

Absent: Nil

29.06/21 CARRIED

15.12 RESOLUTIONS REGISTER ACTIONS STATUS

MOTION Moved: Cr Ledger / Seconded: Cr Sampson

That Council receive the Resolution Action Status as at 23 June 2021.

For: Crs Dusting, Ledger, Sampson, Strutt, Pearce, Crouch, Toomey, O'Connor

Against: Nil

Absent: Nil

30.06/21 CARRIED

15.13 JOINT COUNCIL FORUM ON THE NEW ENGLAND RENEWABLE ENERGY ZONE

MOTION Moved: Cr Crouch / Seconded: Cr Sampson

That Council thank the General Manager for conducting a very successful workshop and share the outcomes of the Joint Forum on the New England Renewable Energy Zone (NEREZ) held 7 May 2021 at the Uralla Memorial Hall with the Chair of the New England Regional Reference Group, Mr James Hay, requesting that the outcomes be considered as a submission forming part of the Regional Reference Group's community engagement commitment.

For: Crs Dusting, Ledger, Sampson, Strutt, Pearce, Crouch, Toomey, O'Connor

Against: Nil

Absent: Nil

31.06/21 CARRIED

15.14 (9.1)LATE REPORTS TO COUNCIL- ADOPTION OF OPERATIONAL PLAN AND BUDGET 2021-2022

MOTION Moved: Cr O'Connor / Seconded: Cr Crouch

That Council:

1. That in accordance with Sections 533, 534, 535 and 536 of the *NSW Local Government Act 1993*, Council make and levy the rates and annual charges for 2021-22 as set out below:
 - a) That in relation to Ordinary Rates, Council apply the 2.0% rate increase as determined by the Independent Pricing and Regulatory Tribunal;
 - b) That pursuant to Section 494 of the *NSW Local Government Act 1993*, Council make and levy the following Ordinary Rates for the year 1 July 2021 to 30 June 2022:

Category & Sub-Category	Base Amount \$	Base Amount %	Ad-Valorem Rate in the \$
Farmland	\$306.00	7.59%	0.3201
Residential – Ordinary	\$306.00	49.95%	0.3201
Residential – Rural	\$306.00	34.62%	0.3201
Business	\$306.00	45.33%	0.3201
Mining	\$306.00	0.00%	0.3201

- c) That in relation to water supply charges and pursuant to Sections 501 and 502 of the *NSW Local Government Act 1993*, Council make and levy the following charges on all consumers connected to, or capable of being connected to, the Uralla or Bundarra water supply systems for water supply services for the year 1 July 2021 to 30 June 2022:

Location	Water Supply Access Charges
Uralla Water	\$395.00
Bundarra Water	\$395.00
	Water Supply Consumption Charges per KL
Uralla Water	\$2.86
Bundarra Water	\$2.86

- d) That in relation to sewerage service charges pursuant to Sections 501 and 502 of the *NSW Local Government Act 1993*, Council make and levy the following rates and charges on all residential consumers connected to, or capable of being connected to, the Uralla or Bundarra sewer system for sewerage services for the year 1 July 2021 to 30 June 2022:

Location	Residential Sewer Access Charges
Uralla Sewerage	\$645.00
Bundarra Sewerage	\$645.00

- e) That in relation to sewerage service charges pursuant to Sections 501 and 502 of the *NSW Local Government Act 1993*, Council make and levy the following rates and charges on all non-residential consumers connected to, or capable of being connected to, the Uralla or Bundarra sewer systems for sewerage services for the year 1 July 2021 to 30 June 2022:

Location and charge	Non-Residential Sewer Access Charges
Uralla Sewerage – Access	\$450.00
Bundarra Sewerage – Access	\$450.00
	Sewer Usage Charges per KL
Uralla Sewerage – Usage	\$1.50
Bundarra Sewerage – Usage	\$1.50

- f) That in relation to trade waste charges pursuant to Sections 501 and 502 of the *NSW Local Government Act 1993*, Council make and levy the following rates and charges on all non-residential consumers connected to, or capable of being connected to, the Uralla or Bundarra sewer systems for trade waste services for the year 1 July 2021 to 30 June 2022:

Location and charge	Trade Waste Annual Charges
Uralla Sewerage – Access	\$83.00
Bundarra Sewerage – Access	\$83.00
	Trade Waste Usage Charge per KL
Uralla Sewerage – Usage	\$1.47
Bundarra Sewerage – Usage	\$1.47

- g) That in relation to stormwater management services (drainage charges) pursuant to Section 496A of the *NSW Local Government Act 1993*, Council make and levy the following annual charge on all urban residential, business and industrial lots with impervious surfaces for stormwater management services for the year 1 July 2021 to 30 June 2022::

Charge per Lot	Stormwater Service Management Charge
Urban residential levy	\$25.00
Urban strata residential levy	\$12.50
Charge per 350m²	
Urban Business and industrial	\$25.00

- h) That in relation to environmental levy pursuant to Section 501 of the NSW Local Government Act 1993, Council make and levy the following annual charge on all rateable properties as an environmental levy for the year 1 July 2021 to 30 June 2022:

Description	Charge
Environmental Levy	\$320.00

- i) That in relation to waste management charges pursuant to Sections 496 of the NSW Local Government Act 1993, Council make and levy the following annual charges for the provision of waste management collection services on each parcel of rateable land for which services are available for the year 1 July 2021 to 30 June 2022:

Waste Charge Description	Residential Charge
Uralla Residential	\$360.00
Bundarra Residential	\$360.00
Invergowrie Residential	\$360.00
Kentucky Residential	\$269.00
Additional General Waste 140L	\$235.00
Additional Recycling Bin 240L	\$125.00

- j) That in relation to waste management charges pursuant to Sections 503(2) of the NSW Local Government Act 1993, Council make and levy the following annual charges for the removal of material from non-rateable properties for the year 1 July 2021 to 30 June 2022:

Waste Charge Description	Non-Rateable Charge
Uralla & Bundarra Non-Rateable – 240L General	\$269.00
Uralla & Bundarra Non-Rateable – 140L General	\$208.00
Uralla & Bundarra Non-Rateable – 240L Recycling	\$125.00

- k) That in relation to waste management charges pursuant to Sections 501 of the NSW Local Government Act 1993, Council make and levy the following annual charges for the removal of material from non-residential properties for the year 1 July 2021 to 30 June 2022:

Waste Charge Description	Non Residential Charge
Uralla Commercial – 240L General	\$269.00
Uralla Commercial – 140L General	\$208.00
Bundarra Commercial – 240L General	\$269.00
Uralla & Bundarra Commercial – 240L Recycling	\$125.00

- l) That the interest rate on overdue rates and charges, pursuant to Section 566(3) of the NSW Local Government Act 1993, be the maximum rate of interest payable on overdue

rates and charges for the 2021-2022 rating year of 6.00% from 1 July 2021 to 30 June 2022 as determined by the Office of Local Government.

For: Crs Dusting, Sampson, Strutt, Pearce, Crouch, Toomey, O'Connor
Against: Cr Ledger
Absent: Nil

32.06/21 CARRIED

MOTION Moved: Cr Strutt/ Seconded: Cr Sampson

2. That Council:

a. Approve expenditure and vote funds as detailed in the combined Draft 2017-2022 Delivery Program and 2021-22 Operational Plan, contained at Attachment A, in accordance with Part 9, Division 5, clause 211(2) of the *Local Government (General) Regulation 2005*.

b. Adopt the combined 2017-2022 Delivery Program and 2021-22 Operational Plan, including the 2021-22 Statement of Revenue Policy incorporating the annual budget and fees and charges.

For: Crs Dusting, Ledger, Sampson, Strutt, Pearce,
Against: Crs Crouch, Toomey, O'Connor
Absent: Nil

33.06/21 CARRIED

16 MOTIONS ON NOTICE QUESTIONS WITH NOTICE

16.1 NOTICE OF MOTION - AUSTRALIAN MADE UNIFORM FOR COUNCIL WORKERS

MOTION Moved: Cr Ledger /Seconded: Cr Sampson

That Council recommend to NEJO a uniform clothing manufacturing plant or procurement process be provided to member Councils providing jobs and Australian made clothing for the council workforce.

For: Crs Dusting, Ledger, Sampson,
Against: Strutt, Pearce, Crouch, Toomey, O'Connor
Absent: Nil

LOST

17 CONFIDENTIAL MATTERS

The Chair advised there were confidential matters to be heard at the 29 June 2021 Ordinary Meeting.

PROCEDURAL MOTION Moved: Cr Crouch / Seconded: Cr Strutt

To move into Closed Session of Council

That Council move into closed session and close the meeting to members of the public and press for the following reasons given the reports 17.1 & 17.2 & 17.3 relate to :-

Section 10A (2) of the *Local Government Act (NSW) 1993*.

A council, or a Committee of the council of which all the members are councillors, may close to the public so much of its meeting as comprises:

- (1) A council, or a Committee of the council of which all the members are councillors, may close to the public so much of its meeting as comprises:
 - (a) the discussion of any of the matters listed in subclause (2), or
 - (b) the receipt or discussion of any of the information so listed.

(2) The matters and information are the following: [delete non-relevant sub-clauses]

(a) personnel matters concerning particular individuals (other than councillors),

(b) the personal hardship of any resident or ratepayer,

(c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business,

For: Crs Dusting, Ledger, Sampson, Strutt, Pearce, Crouch, Toomey, O'Connor

Against: Nil

Absent: Nil

34.06/21 CARRIED

REPORTS TO CLOSED SESSION

17.1 CONFIDENTIAL REPORT - WRITE-OFF DEBTS IDENTIFIED IN DOUBTFUL DEBTS PROVISION

MOTION Moved: Cr Sampson /Seconded: Cr Crouch

That Council write-off the charges listed for each debtor in this report totalling \$2,091.12 in accordance with Section 607 of the *Local Government Act 1993* and *Regulation 131* of the *Local Government (General) Regulation 2005*.

For: Crs Dusting, Ledger, Sampson, Strutt, Pearce, Crouch, Toomey, O'Connor

Against: Nil

Absent: Nil

35.06/21 CARRIED

17.2 CONFIDENTIAL REPORT - STATECOVER REPORT ON WORKERS' COMPENSATION

MOTION Moved: Cr Dusting /Seconded: Cr Crouch

That Council receive the StateCover Report on Workers Compensation.

For: Crs Dusting, Ledger, Sampson, Strutt, Pearce, Crouch, Toomey, O'Connor

Against: Nil

Absent: Nil

36.06/21 CARRIED

MOVE TO OPEN SESSION

PROCEDURAL MOTION Moved Cr Dusting /Seconded Cr Crouch

To return to Open Session of Council.

For: Crs Dusting, Ledger, Sampson, Strutt, Pearce, Crouch, Toomey, O'Connor

Against: Nil

Absent: Nil

37.06/21 CARRIED

18 COMMUNICATION OF COUNCIL DECISIONS

PROCEDURAL MOTION Moved Cr Dusting /Seconded Cr Crouch

The resolutions of Closed Session of Council become the resolutions of Open Session of Council.

ITEM: 17.1 That Council write-off the charges listed for each debtor in this report totalling \$2,091.12 in accordance with Section 607 of the *Local Government Act 1993* and Regulation 131 of the *Local Government (General) Regulation 2005*.

ITEM: 17.2 That Council receive the StateCover Report on Workers Compensation.

For: Crs Dusting, Ledger, Sampson, Strutt, Pearce, Crouch, Toomey, O'Connor

Against: Nil

Absent: Nil

38.06/21 CARRIED

19 CLOSURE OF MEETING

The meeting was closed at 3:38pm.

20 COUNCIL MINUTES CONFIRMED

COUNCIL MINUTES CONFIRMED BY:	
RESOLUTION NUMBER:	
DATE:	
MAYOR:	Councillor Michael Pearce



**EXTRAODINARY
MEETING OF COUNCIL**

**Held at 4:00pm
2 July 2021**

Councillors:

- Cr M Pearce (Mayor)
- Cr I Strutt (Deputy Mayor)
- Cr R Bell
- Cr M Dusting
- Cr N Ledger
- Cr T O'Connor
- Cr R Crouch
- Cr T Toomey

Staff:

- Ms K Jessep, General Manager
- Mr T Seymour, Director Infrastructure & Development
- Ms C Valencius, Interim Executive Manager Corporate Services
- Ms N Heaton, Manager Governance
- Ms S Baxter, Minute Clerk

UIN/21/7822

MINUTES

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UNCONFIRMED

1. OPENING & WELCOME

The Chair declared the meeting opened at 4.00pm.

2. PRAYER

The Chair recited the Uralla Shire Council prayer.

3. ACKNOWLEDGEMENT TO COUNTRY

The Chair read the acknowledgement to Country.

4. WEBCAST INFORMATION

The Chair advised the meeting was audio recorded with the recording made available on Council's website following the meeting.

5. APOLOGIES

The Chair advised receipt of an apology from Cr Sampson

MOTION Moved: Cr Crouch / Seconded: Cr O'Connor

That Cr Sampson apology be noted.

For: Cr Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor

Against: Nil

Absent: Sampson

X01.07/21 CARRIED

6. DISCLOSURES & DECLARATION OF INTERESTS

The Chair advised there were no disclosures or declarations made.

7. CONFIDENTIAL SESSION

PROCEDURAL MOTION Moved: Cr O'Connor / Seconded: Cr Dusting

To move into Closed Session of Council

That Council move into closed session and close the meeting to members of the public and press for the following reasons:-

The matters referred to the Closed Session of the 2 July 2021 meeting are received by Council under Section 10A (2) of the Local Government Act (NSW) 1993.

A council, or a committee of the council of which all the members are councillors, may close to the public so much of its meeting as comprises:

- (a) the discussion of any of the matters listed in subclause (2), or**
- (b) the receipt or discussion of any of the information so listed.**

(2) The matters and information are the following:

- (d) commercial information of a confidential nature that would, if disclosed:**
 - (i) prejudice the commercial position of the person who supplied it, or**

For: Cr Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor

Against: Nil

Absent:

X02.07/21 CARRIED

Mayor adjourned meeting at 4:50pm for 10 minutes.

The meeting resumed at 5.01pm.

REPORTS TO CLOSED SESSION

7.1 BUNDARRA SEWERAGE SCHEME PRIVATE WORKS

MOTION Moved: Cr Crouch; Seconded: Cr O'Connor

That Council approve the variation for the private works (subject to Council resolving to fund the works in accordance with the requirements of Section 67 of the *Local Government Act 1993 (NSW)*) at the estimated unit rates with the total cost not to exceed total estimated cost (assuming all works are undertaken at \$474,253.00 excluding GST).

For: Cr Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor

Against: Nil

Absent:

X03.07/21 CARRIED

MOVE TO OPEN SESSION

PROCEDURAL MOTION Moved: Cr Crouch / Seconded: Cr Toomey

To return to Open Session of Council.

For: Cr Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor

Against:

Absent:

X04.07/21 CARRIED

PROCEDURAL MOTION Moved: Cr Ledger/ Seconded: Cr Strutt

The resolutions of Closed Session of Council become the resolutions of Open Session of Council.

For: Cr Dusting, Ledger, Sampson, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor

Against: Nil

Absent: Nil

X05.07/21 CARRIED

8. REPORTS TO COUNCIL

8.1 BUNDARRA SEWERAGE SCHEME SECTION 67 PRIVATE WORKS

MOTION Moved: Cr Strutt; Seconded: Cr O'Connor

That Council:

- I. enter into agreements with the owners of the assets on the Bundarra properties that are expected to connect to the Bundarra Sewer Scheme (currently under construction) to undertake the necessary electrical and plumbing upgrades (the private works) necessary to allow the connection to take place;**
- II. not charge the Bundarra property owners for the private works by setting the fee for the works at \$0.00;**
- III. authorise the private works costs to be met from the current project budget; and**
- IV. receive a report in accordance with the requirements of section 67 (4) of *the Local Government Act 1993 (NSW)*, subsequent to the works being completed;**
- V. include details or a summary of any resolutions made under section 67 for work carried out under subsection (2)(b) of the Act in the next annual report; and**
- VI. seek legal advice to determine if there is any permissible method for Council to pay for the private works that may have been undertaken by the owners of the assets since the Council's letter to residents, 8 April 2021, to the date of this resolution and report back to Council.**

For: Cr Dusting, Ledger, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor

Against: Nil

Absent: Nil

X06.07/21 CARRIED

9. CLOSURE OF MEETING

The meeting was closed at 5.14pm.

COUNCIL MINUTES CONFIRMED BY:	
RESOLUTION NUMBER:	
DATE:	
MAYOR:	



**EXTRAODINARY
MEETING OF COUNCIL**

**Held at 2:00pm
13 July 2021**

Councillors:

Cr M Pearce (Mayor)
Cr I Strutt (Deputy Mayor)
Cr R Bell
Cr M Dusting
Cr N Ledger – via Zoom
Cr T O'Connor
Cr L Sampson – Via Zoom
Cr R Crouch
Cr T Toomey

Staff:

Ms K Jessep, General Manager
Mr T Seymour, Director Infrastructure & Development
Ms C Valencius, Interim Executive Manager Corporate Services
Ms N Heaton, Manager Governance/Acting Director Corporate Services
Ms H McElnea, Communications Officer
Ms W Westbrook, Minute Clerk

UIN/21/8246

MINUTES

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ADOPTION OF OPERATIONAL PLAN AND BUDGET 2021- 2022 – FEES AND CHARGES 2021-2022	
ATTACHMENT A - CORRECTION	4

UNCONFIRMED

1. OPENING & WELCOME

The Chair declared the meeting opened at 2:02pm

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 audio recorded with the recording made available on Council's website following the meeting.

5. APOLOGIES

The Chair advised there were no apologies received.

6. DISCLOSURES & DECLARATION OF INTERESTS

The Chair advised there were no disclosures or declarations made.

UNCONFIRMED

7. REPORTS TO COUNCIL

ADOPTION OF OPERATIONAL PLAN AND BUDGET 2021- 2022 – FEES AND CHARGES 2021-2022 ATTACHMENT A – CORRECTION

General Manager gave an overview of legal update on queries received from Councillors.

MOTION Moved: Cr Strutt / Seconded: Cr Dusting

That Council note the adopted 2021-2022 Fees and Charges per Item 9.1 of Council's Ordinary Meeting of the 29 June 2021 are as per the attached Fees and Charges for 2021/2022.

PROCEDURAL MOTION Moved: Cr O'Connor / Seconded: Cr Toomey

To move to Committee of the Whole

For: Crs Dusting, Ledger, Strutt, Crouch, Toomey, Bell, O'Connor

Against: Crs Pearce, Sampson

Absent: Nil

X01.07/21 CARRIED

Councillors held a detailed discussion in committee regarding the report.

PROCEDURAL MOTION Moved: Cr Dusting / Seconded: Cr Crouch

To resume Standing Orders

For: Cr Dusting, Ledger, Sampson, Strutt, Pearce, Crouch, Toomey, Bell, O'Connor

Against: Nil

Absent: Nil

X02.07/21 CARRIED

The Chair outlined details of the discussion held in committee.

MOTION Moved: Cr Strutt / Seconded: Cr Dusting

That Council note the adopted 2021-2022 Fees and Charges as referenced in the report as resolved for public exhibition 39.05/21 and per Item 9.1 of Council's Ordinary Meeting of the 29 June 2021 are as per the attached Fees and Charges for 2021/2022.

For: Crs Dusting, Ledger, Sampson, Strutt, Pearce

Against: Crs Crouch, Toomey, Bell, O'Connor

Absent: Nil

X03.07/21 CARRIED

CLOSURE OF MEETING

The meeting was closed at 2:47pm.

COUNCIL MINUTES CONFIRMED BY:	
RESOLUTION NUMBER:	
DATE:	
MAYOR:	Mayor Pearce -

8 TABLING OF PETITIONS

9 URGENT, SUPPLEMENTARY AND LATE ITEMS OF BUSINESS

9.1 LATE REPORTS TO COUNCIL

9.2 URGENT ITEMS

9.3 SUPPLEMENTARY ITEMS

10 WRITTEN REPORTS FROM DELEGATES

Nil

11 ITEMS PASSED IN BULK

To be determined at the Meeting.

12 MAYORAL MINUTE

12.1 MAYORAL MINUTE – AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION NATIONAL ASSEMBLY REPORT

Mayor's Recommendation:

That Council receive and note the Mayoral Minute report regarding the National General Assembly of Local Government conference, Canberra.

SUMMARY: Please find the following report on the National General Assembly of Local Government 2021 Conference held 20-23 June 2021 in Canberra. Attended by Mayor, Michael Pearce and General Manager, Kate Jessep.

Australian Local Government Association (ALGA) Regional Forum – Sunday 20th June 2021.

ALGA President, Linda Scott welcomed delegates, last ALGA meeting 2019. Since that time, Australia has experienced – Drought, Floods, Bushfires, the COVID pandemic and now, the mouse plague.

These are some of the challenges facing Local Government.

Employment opportunities are now returning, slowly.

Local Government is a major player in creating jobs for their communities.

Since the last meeting in 2019, ALGA has advocated for funding which resulted in success with \$2.5 B investment in Local Government Community Infrastructure and Road projects via the Commonwealth's Infrastructure program and continued the pre-payment of \$1.3 B worth of Financial Assistance Grants (FAGS) which will assist Councils in regional and rural areas.

ALGA constantly reminds the Federal Government of the work that you, Local Government undertake.

Local Government provides amenities for Communities – local parks and sporting fields, to name a few.

We all need to work together, all levels of Government. Local Government is best placed for local regional issues and local projects.

ALGA is working on National waste issues.

There is a need to increase Roads to Recovery (R2R) funding and other infrastructure funding.

Gabrielle Chan, Writer and Journalist.

Local Government, you are the closest level of Government, to the people. I started my life in 1991 working with the NSW State Government then moved to Federal Politics in 1995. My family background is from Singapore.

I have lived in the country, and I understand local issues that relate to the bush.

Local Government, in my opinion should have a seat at the National Cabinet. There have been and will continue to have many, many trends in politics.

Agriculture and the environment will be coming together because the global markets and now changing and moving.

There are climate change issues.

Food demand and natural capital markets could increase the trends towards scale.

Gabrielle then mentioned her latest book – with messages and 3 political trends -: Rusted off factor could see more engagement.

Agriculture seen as part of the environment and – Food plus climate driving interest from global capitol. This means landscape, food and resource management will be at the intersection of politics in the next few decades.

Dr Kim Houghton, Chief Economist, Regional Australia Institute.

RAI.

He spoke on 6-point objectives of the RAI.

1. Research – To conduct research into priority policy issues impacting on regional Australia.
2. Policy Debate – To foster debate on policy impacting on regional Australia.
3. Policy Research – To promote the results of policy research to Governments and the wider community.
4. National Activities – To engage national activities that contribute to regional Australia.
5. Relationships – To enhance our external relationships with industry, and to further enhance our government and community relationships.
6. Membership – To build a membership that believes in our purpose and can support the work of the RAI.

RAI vision – Regionalisation is our vision for an Australia that is more balanced, more equitable, more sustainable and more prosperous.

Regions Rediscovered: Are we ready.

Housing – Regions popular again.

Continues trends this century – net flows to regions.

2020 regional people stayed put (10%) – fewer property sales listings, reduced rental vacancies.

2021 price growth slowed, and listings increased, but rentals tightening even further – where are the investors.

Planning – Pessimistic state government population forecast, Distrust of growth WITH amenity, please include a growth scenario in your next review.

People and Jobs -:

Regions rebounded fast in 2020.

New record in regional internet job vacancies – 67,500.

75% high skilled trades and professionals-Really need to re-start regional learning options, too many regional ids with low expectations of what their region can offer.

Competition across regions for suitable people –

1 in 5 residents considering a regional move.

Pull factors stronger than push factors.

Choice based on familiarity and livability.

Great resources (Livability toolkit market research, fact sheets, choice modelling) on RAI livability website.

RACHEL BACON – Department of Infrastructure, Transport, Regional Development and Communication.

Thanked ALGA President for her role and the role of ALGA.

She spoke on Government policies across the nation.

She stated it was an honor to address delegates at the ALGA conference. She also mentioned the importance of strong regional leadership and regionalization and decentralisation.

Luke Hartsuyker, Chair, Regional Telecommunications and Independent review Committee.

Stated in his opening speech thanking Local Government for the work and role they play. Local Government has a huge impact on their communities.

The Independent review committee has extensive experience in telecommunication issues. The committee looks at -:

Impact of telecommunications,

Connectivity on communities,

Covid has had a major impact on communities,

The current and future needs for communication/NBN

Mobile Black spot issues.

The importance of technology reliability.

RURAL HEALTH.

Gabrielle O’Kane – CEO – National Rural Health Alliance.

43 members.

Health and the regions, the good news -:

- Australians living in small towns and non-urban areas experience higher levels of life satisfaction compared to urban areas.
- Rural and remote Australians also report increased community interconnection and social cohesion.
- Rural Communities have higher levels of community participation, volunteering and informal support from their communities.
- Covid – 19 and the regions, the good news -:
- Rural, Regional and remote Australia avoided the worst of the Covid outbreaks in Australia.
- Move to flexible working arrangements means –
- More people have realized that where they live do not need to be tied to where they work.
- More working-age Australians can contemplate a tree-change to regional Australia,
- Lockdowns have encouraged self-sufficiency.
- Demonstrated the importance of community – particularly community responses to health challenges.

Rural, Regional and Remote health facts -:

- Per capita, rural areas have up to 50% fewer health providers than major cities.
- The burden of disease increases with remoteness.
- Compared to major cities, remote areas have 1.4 times the total health burden, 2.5 times the rate of injury burden, 2.2 times the rate of suicide, 2.5 times the rate of avoidable hospitalization.
- Life expectancy goes down with remoteness.
- The rural health deficit is estimated to be \$4 billion a year.

National Rural Health Strategy -:

- Need overarching Strategy plus and Implementation plan.
- Strategy would include outcomes, measures and targets.
- Annual review and reporting.

Rural Area Community Controlled Health Organisations
(RACCHO’s)

- Place based model of healthcare – no two rural communities are the same.
- Metropolitan/market-based models of care do not always work in rural areas – thin markets – financial viability issues.
- Community-led organisations employ a range of health care professionals – GP’s, physiotherapists, nurses and psychologists.
- Model not prescriptive – adaptable to suit circumstances of communities and fit with state jurisdiction health delivery models.
- Requires new approaches to health funding – blended funding arrangements and additional funding to support operations.

Professor David Perkins.

Director, Centre for Rural and Remote Mental Health, University of Newcastle.

Rural Adversity -:

- Fires, floods, drought, cyclones, pests and economic disruptions are endemic to rural and remote Australia.
- From a rural perspective, these phenomena are sequential, occur together and the impact is cumulative and significant.
- At the same time, individuals suffer personal adversities, such as sickness, injury, loss of job, bereavement, etc.
- It is not enough to say rural people are resilient or stoic.
- Adverse events may have rapid onset and short-lived high intensity or slow and gradually increasing intensity.
- Adverse events associated with loss and debt.
- Suicide.

The Plan -:

- Improve access for those at risk of self-harm, survivors of suicide attempts.
- Improve workers and communities' responses to those at risk of self-harm.
- Improve community awareness of mental health information and services.
- Improve community connection (solidarity) and support for those at risk of self-harm.

Key activities -: supported and led by separate working groups.

- Training and capacity building.
- Postvention of all community services and sectors including schools - also anniversaries.
- School education regional leadership and collaboration.
- Improved treatment and support services – specialists and community based.
- Pop-up hubs in high street shops – mainly young people.
- Initiatives for Aboriginal people.
- Community engagement, awareness, OHC branding.

Broader Implications -:

- If rural means specialist shortages and remote means generalist shortages.
- Rural and underserved areas may have small numbers, but suicide deaths are distressing.
- Fragmentation of communities and services makes professional solutions hard to implement.
- Suicide prevention committees are problematic.
- Community wellbeing (universal and selective are worth considering)

- Perhaps community pull is better than professional push.
-

MAYORS Panel – Rural Health concerns.

- Mayor Phyllis Miller – Forbes Council.
 - Council have supplied accommodation for visiting doctors.
 - In year 2000 – 4 x units received State funding.
 - Council identified the need to attract doctors and specialists.
 - Now, council have anywhere from 6 – 12 doctors in a medical center located opposite Forbes hospital.
 - Mayor Sam Telfer – Eyre Peninsula Council, South Australia.
 - Their Council also identified the need to attract doctors and specialists.
 - Council did also purchase accommodation for visiting doctors.
-

Keenan Jackson.

Economic Consultant.

- Regional Renaissance – permanent or passing.
 - Exploring recent economic trends in regional Australia.
 - People leaving city bases and moving for a tree change to rural areas.
 - People and change, working from home.
 - The greatest economic event in recent memory saw the greatest level of economic support in response.
 - Regional Australia as a whole has bounced back strongly and benefited from growth in traditional industries.
 - Demand for moving to the region is strong, but more a case of people staying put.
 - Construction boom will support jobs growth over the next year but supply shortages are already impacting.
 - What happens and the next drought or mining boom?
 - Growth in remote work has potential but will likely be mostly in coastal areas closer to Metro cities.
 - Will housing supply increase to ensure affordability remains?
 - How to address regional shortages in skilled health professionals? Especially with reduced immigration.
-

Mark Coulton, MP

Former Minister for Regional Health, Regional Communication and Local Government.

- Thanked Linda and ALGA for the invitation to address delegates.
 - Loved his time as Mayor of Gwydir Shire Council and Local Government.
 - Many challenges facing Local Government at this point in time.
 - Recent funding opportunities to Councils.
 - COVID challenges.
 - Issues around skills, employment.
 - Councils are the largest employees across Australia.
 - The need to keep young people staying in our regional communities with jobs/employment.
 - Waste/recycling issues, Inland Rail project – possibility of transferring waste as well as other items via rail.
 - Data hub technology, not just on towers, now can be affixed to other infrastructure, such as grain silos and the like.
 - The need to address health care issues in the bush.
 - Thank you, Mayors and Councillors for the role you play within your communities.
-

Monday 21st June – National General Assembly of Local Government.

ALGA President, Linda Scott.

Welcomed delegates to the 27th NGA of Local Government with this year's theme – Working Together for Our Communities.

It is only by speaking as one voice that we all can send a powerful message ahead of next year's Federal election – Local Government is ready to help deliver a local-led economic recovery.

We will all come together to consider motions and advocacy projects and priorities for ALGA's future, ensuring you have your say to guide our work for you. We will hear from Mayors and Councillors across the nation, sharing their unique experience guiding their local governments to recover and be more resilient into the future.

Linda stated ALGA is proud to run a COVID safe event this year.

Acknowledged all 537 Councils across Australia.

During the conference, will hear from the Prime Minister, Deputy Prime Minister, Leader of the Opposition, Minister Mark Coulton MP, Shadow Minister Jason Clare MP, to share their visions for the future of Local Government.

Short Video Message from Prime Minister, Scott Morrison.

Thank you, Local Government for the role you play with your communities right across the nation.

- Welcome to Canberra delegates.
 - COVID has changed all our lives.
 - There will be difficult times ahead.
 - Thank you to all 537 Councils right across Australia.
 - Recent issues with drought, fires and floods.
 - You keep your communities safe and help with local economies.
 - The strength that Local Government has to the proximity to communities.
 - There are no road maps from the Commonwealth Government on Local Government.
 - Funding by the Commonwealth – over \$2B – Roads to Recovery (R2R), Bridges programs to name a few.
 - Looking at all Australians leading the recovery process.
 - In closing, thank you for helping, helping your local communities.
-

Deputy Prime Minister, Michael McCormack MP.

- Thank you – Local Government.
- Thank you – Linda and ALGA.
- Acknowledged all Mayors/Councillors – all men and woman in Local Government.
- I wish you all the absolute best for the upcoming September elections.
- Local Government is at the forefront of your communities.
- People in local communities deserve the best, you – in Local Government take that role to help and assist.
- Mayors/Councillors in Local Government are always available to communities – virtually 24/7.
- There is no handbook to address challenges.
- COVID now – is ever changing.
- Regional areas are now, the best place to live with the current COVID restrictions.
- Thank you – to both City/Metro and Rural/Regional Councils.
- You are the first tier of Government.
- There is over \$2B in Commonwealth funding, as in Roads to Recovery (R2R), road safety upgrades, which is essential as lives are saved. Puts employment for Local Government on the ground.
- I just love Local Government; I know how it works and operates. I know the work of Councils in my local area of the Riverina and all Councils across Australia.
- Country communities now affected by the mouse plague.

- Thank you again – to all of you in Local Government for your time and effort and commitment. Keep up the good work.
 - I hope I can address you again next year as the Deputy Prime Minister.
-

ALGA President address – Linda SCOTT.

- There are many rural issues at present, including the mouse plague.
 - ALGA is working with you, for you.
 - ALGA is advocating with the Commonwealth to maintain current and future funding.
 - We are all working through the COVID pandemic.
 - We are now working in a new era, some staff working from home.
 - ALGA strongly believes that Local Government SHOULD have a table at National Cabinet.
 - Regional airports, run by Councils are facing many challenges and issues.
 - COVID pandemic is still here.
 - We need to drive local economy and employment.
 - ALGA will continue to advocate for the need to increase FAGS (Financial Assistance Grants) as well as other funding opportunities, including road related funding – which is extremely important.
 - ALGA will continue to speak to the Commonwealth Government on both sides – coalition and opposition.
 - Possible Federal elections coming this year.
 - ALGA will continue to advocate to strengthen the capacity for Local Government.
 - We all thank the Commonwealth for their Federal funding.
 - Do not forget to invite your local member to open events, for the ribbon cutting, plaque unveilings etc.
 - In May this year, COAG (Council of Australian Government) was dissolved, replaced by the National Cabinet.
 - Local Government is excluded in this.
 - ALGA is excluded in this, very disappointing.
 - ALGA assisted in the cross-border bubble issues with COVID to access medical/front line issues.
 - ALGA helped coordinate tourism campaigns.
 - Local Government supports communities in times of crises.
 - Local Government is the first port of call for those in need of help – you all know that.
 - The role of the ALGA conference is to support and challenge you.
 - ALGA would like to thank all the sponsors for this year's conference.
-

Keynote address -: All Politics is Local – The Context for the next Federal Election.

Peter Van ONSELEN, Political Editor, Network Ten and Professor of Politics and Public Policy, Griffith University.

Peter gave a brief history of Federal Parliament.

Spoke about:

- Leaders and Prime Ministers from both sides of politics.
 - Local Government is such a diverse crowd to address today.
 - In the next election, Scott Morrison will get over the line, in my opinion.
 - The current Government has several challenges, like the COVID vaccine rollout, which seems to be problematic.
 - It will be interesting with various seats across the nation for Coalition and Labour candidates seat allocations.
 - Looking at the seats and the odds, I believe that the current Coalition will be returned.
 - The timing of the next Federal election will be interesting, I feel it may happen towards the end of this year.
 - The legacy impact of COVID will be with us for a long time to come.
 - National Cabinet – replacing COAG is this good or bad.
 - Process is the key for good outcomes.
-

Business paper items were then discussed and debated.

COVID – The Long Goodbye.

- 1. Professor Mary-Louise McLaws, Epidemiologist, Hospital Infection and Infectious Diseases Control, UNSW.**
- 2. Professor Gigi Foster, School of Economics, UNSW**
- 3. Professor Sanjaya Senanayake, Infectious Diseases Specialists ANU.**

- 1. Professor Mary-Louise McLaws** gave a presentation relating to an overview of the Global and Local COVID situation.

Virus evolution is expected and the more to SARS – COVID to circulates, the more opportunities it has to evolve.

Different variants of COVID – US strain, Indian strain

Strains now named under Greek alphabet – Alpha, Delta, Gamma etc.

QUARANTINE – Hotel Quarantine is not really the answer, it is not 99.9 % fully effective.

There have been many breaches already – 21,683.

Near enough is just not good enough.

We must improve the future of quarantine, develop best practice through a national policy and leadership.

We need to build purpose-based facilities near hospitals and airports with natural ventilation.

We could also look at home quarantine.

VACCINATION - There are three states across Australia that have met the minimum requirements – Western Australia, Northern Territory and the ACT.

Need for vaccination passports.

Need for a national quarantine and at least 80 % - preferable.

95 % of 12 yr olds fully vaccinated should be the minimum requirement for overseas travel and opening Australian international borders.

She spoke about the comparison of vaccine efficiency between Pfizer and AstraZeneca.

ALGA 2020 – 2030 Strategic Plan – core Local Government priority areas -:

Financial sustainability

Roads and infrastructure funding

Waste reduction and recycling

Stronger community resilience

Addressing the risks of climate change.

The role of Local Government -:

- Vaccinations can be improved by Local Government.
- Federal/State funds for local public health
- Improve local uptake in less mobile and time poor 20 – 40-year olds
- Convenient locations and timing
- ADF to assist.
- Public Health should be in Local Government Strategic Plans
- Resilience and mental health
- Incorporation of public health in Climate change strategy.

2. Gigi Forster.

Economy must advocate for people as a whole.

The Big picture -:

- From March 2020, fear led to draconian policy settings around the world that have not made a proven impact on the trajectory of the COVID-19 virus and have done huge damage.
- We have witnessed a mass sacrificial event, on a global scale.
- Australia the lucky country, yet again – despite ourselves.
- Many parties have incentives to keep the narrative going.

The grim harvests of the world's local and global policy responses -:

- More than 100 million new unemployed people in the West – Business bankruptcy.

- A GDP drop of 20 % in the West – Sectoral collapse.
- A feared famine and loss of inoculations in poor countries, costing many millions of lives.
- Civil wars brewing in Lebanon, India and parts of Africa.
- Mass loneliness in locked-down territories.
- 20,000 prevented IVF babies per month in the West – 2,000 in the UK. The same again elsewhere.
- Reduced usage of health services in the West, due to fear, causing present and future loss of life.
- Disrupted education of over a billion children, causing present a future damage.
- Overall : Catastrophic and regressive effects.

What we have lost in COVID – control initial estimates.

- Estimated UK fatality estimates for COVID were scaled down dramatically by Imperial College, London within two weeks from 510,000 to 20,000. Current is 128,000 or 0.02 %
- Australian pop-adjusted equivalent would be 48,000
- On average, each person dying with COVID probably has about three to five more happy years left.
- The WHO (World Health Organisation) in February put out – case based fatality estimates of 3 – 5 %. Its own estimates of global infections now imply a best guess of the infection fatality rate (IFR) more like 0.2 %
- At present, the total recorded world death toll stands at around 3.86 million or 0.05 % of the world. That is normal world births in six days.

The rain dance we chose to do here in Australia.

Costs in brief -:

- GDP loss : roughly \$60 billion
- Reduced well-being due to loneliness, social isolation, etc and crowded-out health care, major costs over years to come.
- Disrupted children's education: \$50-\$100 million in lost wages, just to start with, over a generation.
- Crowded out of small business, and massive hits to particular industries in which we have natural comparative advantages.
- There actually is no trade-off. Blanket domestic lockdowns and mandated COVID safe restrictions only create harm.
- We could have done so much better.

Logical paths forward.

- Protect the vulnerable: learn from Sweden, Florida, Denmark and simple observation.
- Establish protocols from staff rostering, hygiene, architecture/housing targeted for group homes.

- Investigate the many potential preventative and curative treatments for COVID, even if they do not make big pharma
- (And its friends in government) big bucks.
- Sponsor work-from-home and e-connection mechanisms for those self-nominated at high risk.
- Encourage healthy people to get back to schoolwork, parties.
- “Cases “ in them are a good thing.

Welfare-promoting economic policy direction for Local Government.

Focus on COVID safe protocols for aged care homes and other places of vulnerability. Elsewhere, limit enforcement as much as you can. Distract your local officers to other priorities.

Invest in social infrastructure, such as:

- Childcare
- Support/escape for abused women and children
- Tutoring programs staffed by teens who may have lost their part time jobs.
- Healthy community-connected aged care.
- Community-building generally. Local markets, festivals, concerts, whatever brings people together.

3. Sanjaya Senanayake.

Thanked ALGA for the opportunity to speak to delegates today.

- Spoke on the different strains and variants of COVID
 - COVID strains mutate five times quicker than the flu virus.
 - Mutation – multiply with slight variants.
 - Strains have different behaviour symptoms on people.
 - Mentioned that strains are now named under Greek alphabet.
 - In 1918 the Spanish flu killed over 100 million people.
 - Big concerns of the Delta strain – it is taking hold across the globe, it is a very dangerous and infectious strain. One carrier could infect up to five people or more.
 - He spoke about the vaccine landscape and global vaccine roll out.
 - Currently there are 135 vaccines on trial now.
 - Currently there are 31 vaccines on human trials.
 - Pfizer and AstraZeneca commercially available, stored in cold temperatures.
 - AstraZeneca – 815,000 now given first dose. 1 in 600,00 has the possibility to get blood clotting issues.
 - Over 2.6 billion people have been vaccinated across the world.
 - There are age group concerns regarding vaccines.
-

Jason CLARE MP, Shadow Minister for Regional Services, Territories and Local Government.

Thanked Linda and ALGA for the opportunity to address delegates.

- Big day today for Michael McCormack, who had his last question time as Deputy Prime Minister.
 - The chamber gave him a round of applause, he is a good man and a good Politician.
 - Thanks also to Mark Coulton, he may move after a re-shuffle.
 - Last year, Federal Labour colleagues visited the South Coast of NSW after the fires, just devastating.
 - 80% of the Eurobodalla Shire destroyed by fire.
 - This reminded me that Local Government is not a desk job.
 - I acknowledge the work of Local Government.
 - If we, Labour win the next election- we will put Local Government on the National Cabinet. Local Government was part of COAG, which worked well, National Cabinet changed things. (Councils of Australian Government)
 - COAG is no longer – no voice for Local Government.
 - Two years ago, I spoke here at ALGA.
 - We need a partnership.
 - We need Local Government on National Cabinet.
 - Partnerships are more than just sitting at the same table, its about working together.
 - Housing issues – it is hard to afford to buy a new house or rent houses.
 - We are trying to get people to move from city to regional areas.
 - Now, there are fewer houses in regional areas for rent.
 - People are sleeping in cars, more homeless people than ever before.
 - The Coalition Government need to build more affordable housing. We, Labour if elected will invest in affordable housing, including housing for single mothers/victims of domestic violence.
 - Need to build affordable housing closer to people’s employment.
 - We, Labour will have a national housing and homeless plan if elected, working with you, Local Government.
 - Have a great conference and thank you for listening to me today.
-

TUESDAY 22/6/21.

**Danielle WOOD – CEO, Gratton Institute.
Planning a Prosperous Future.**

The economy has bounced back more quickly than most anticipated.

Why it is a race:

- Estimates suggest the direct economic hit from one week lockdown in Victoria is \$700m - \$900m.
- Born by the frontline, sectors that bore the brunt of last year's lockdowns – hospitality, tourism, the arts, events, transport.
- Some of the most vulnerable low paid casual workers are currently bearing the cost.
- The threat of lockdowns are big impacts on **confidence** – government relying on high consumer and business confidence to drive the continued economic recovery.

- Budget assumes: Consumption grows – 5.5% (2021-2022)
- 4% (2022-2023)
- Non-mining investment grows – 1.5% (2021-2022)
- 12.5% (2022-2023)

The Government's new fiscal strategy means it will continue to support the economy.

The Treasury stated: We will not move to the second phase of our fiscal strategy until we are confident that we have secured the economic recovery. We first want to drive the unemployment rate down to where it was prior to the pandemic and then even lower. We want to see that sustained.

COVID-19 Economic Recovery Plan:

- The Government's Economic Recovery plan aims to promote employment, growth and business and consumer confidence.
- This phase of the Strategy will remain in place until the economic recovery is secure, and the unemployment rate is back to pre-crisis levels or lower.

Medium term Fiscal Strategy:

- Over the medium term, the fiscal strategy will be focused on growing the economy in order to stabilize and reduce debt. This underlines the commitment to budget and balance sheet discipline and provides respond to changing economic conditions.

This is a big shift.

- Since the Charter of Budget Honesty was introduced in 1998, the Federal Government has been required to publish a fiscal strategy as part of the Budget papers.

- In the 20 years since, objectives have moved around a lot – there are many stated objectives, some conflicting and difficult to objectively assess.
- But the one consultant “apex objective “has been maintain budget balance (surplus) on average, over the course of the economic cycle.
- To move to focus on unemployment (and then debt) rather than budget balance to a big shift.
- While Local Government remains constrained by rate capping policies in NSW and Victoria.
- NSW – Rate cap – set by IPART with reference to the Local Government Cost index. The rate cap applies to the general rate. It excludes stormwater, waste collection, water and sewerage charges. Rate cap varied between 1.5% and 3.6% over the past 15 years. Councils requiring additional general revenue may apply to IPART for a special rate variation.
- Victoria – Rate cap – set by Minister. The rate cap applies to the general rate and municipal charge. It excludes waste services and Fire Service Levy. Rate cap varied between 2.0% and 2.5% over past 5 years. Councils can apply to the Essential Services Commission for an exemption.
- COVID has changed the way how we want to work, working from home.

What does it all mean?

Living patterns.

- Embrace of hybrid work might see growth in outer suburbs and regional areas that are still within commuting distance of cities,
- Less than 200 kms.
- Those areas better served by public transport and with good internet likely benefit most.
- Could put (further) pressure on house prices and services in these areas particularly if house supply and community infrastructure take a long while to adjust.

Working patterns.

- More WFH (work from home) might see increased activity at suburban shops and hospitality venues during office hours.
- Permanently reduced worker traffic in the CBD – not much evidence yet from cities affected by COVID.
- Major employers move to smaller working hubs in suburban locations.
- Growth opportunities in local areas – the rise of the circular economy.
- Australia’s Local Councils manage more than one quarter of Australia’s waste, collecting and disposing of waste is costly and poses environmental issues.
- Australia’s recycling rate is below most other advanced nations.
- In 2018-2019, about 11.5% of plastics in Australia were recycled.
- Organic waste also big contributor to landfill and creates emissions.

- National Waste Policy Action Plan – points to many opportunities for local government.
- Improving recycling participants and compliance (education)
- Reducing organic waste being sent to landfill.
- Supporting investment in resource recovery infrastructure.
- For every 10,000 tons of waste that is recycled, 9.2 jobs are created, compared with only 2.8 jobs if the same amount goes to landfill.

Is there a way through?

- Australia’s best hope of achieving meaningful progress in the near-term is a combination of sector-based, technology-driven, third-best policies that will deliver progress in the right direction.
- Electricity: state-based renewable support already driving the sector to extremely low emissions. Governments’ focus should be on addressing grid integration barriers.
- Early-stage technologies: ARENA funding to develop the most prospective low-emissions technologies.
- Industrial emissions: Ramp-up the safeguard mechanisms to become progressively binding by reducing baselines consistent with net zero.
- Transport: remove barriers to adoption of electric vehicles and address issues such as congestion charging.
- Agriculture and Waste: Increase range of funding of opportunities through the Climate Solutions Fund.

Policy action is needed to help Australia capture potential opportunities.

- Green Steel: Australia’s low-emissions steel capability through a steel flagship project - indicatively requiring government co-funding of \$500M.
- Develop Australia’s hydrogen storage potential – through early geotechnical work on potential salt storage basins.
- Continue policy efforts to support broader hydrogen industry.
- (e.g current ARENA funding round)
- Other industries: Low emissions aviation fuel mandate.
- Green ammonia does not require specific support, other than broad hydrogen industry support.
- Overarching supportive policies: Supportive and forward-looking land-planning at the state and local level.
- Federal and state willingness to fund worker retraining to support transition.
- Local community and government support for social license.

Panel of Mayors: Local Employment and Economic Stimulus

Deputy Lord Mayor, Melbourne – Nicholas Reece.

Mayor Tracey Roberts – President – West Australia Local Government Association.

Nicholas Reece – spoke on the role of Local Government.

The City of Melbourne was the engine room of Victoria's economy before COVID-19.

- \$104B in gross local product – a record.
- 1 million pedestrians on any given day.
- Central city economy home to more than 500,000 jobs.
- Docklands coming of age and home to more than 72,000 jobs.
- 52,000 international students live and study in Central Melbourne, supporting our tertiary sector and stimulating our economy.

Stage 1 – immediate City of Melbourne response to COVID-19.

- Recovery package - \$50M COVID recovery package to assist businesses.
- Business Concierge hotline with 22,000 plus businesses contacted.
- Arts grants of \$2.4 M
- City cleaning – 173 people re-deployed.
- Rates – ZERO net increase for commercial and residential properties.
- Business grants - \$5.5M to assist small to medium size businesses.
- Bike lanes – 40 kms of bike lanes, fast-tracked in the city central.
- Free parking – front line workers provided with free parking.
- Parking permits – 3000 hospitality parking permits to help businesses delivering takeaways.

Stage 2 – Reactivation and recovery.

- City of Melbourne and the Victorian Government establish a \$200M Melbourne City Revitalization Fund.
- Greening the city – 175,000 new trees, shrubs and grassed plants – 64 jobs.
- Revitalize the city's laneways – 156 jobs.
- 209 outdoor dining 'park jets'
- 9 Precinct Associations supported with \$100,000 COVID-19 recovery grants.
- Dozens of events reimaged: Music in the City, Urban Blooms, Melbourne Fashion Week, Melbourne Food and Wine Festival, Comedy Festival, Christmas Festival, New Year's Eve and Moomba.
- Melbourne Money rebate on diners' bills.

Stage 3: Economic Development Strategy (Draft for consultation)

Commitment for key priorities:

- A business-friendly city, Invest Melbourne, Digital permitting, Business Concierge.
- A joint effort: Nighttime Economy Advisory Committee, Precinct Association, City Economy Advisory Board.
- A creative resurgence – CBD.
- Postcode 3000 v 2.0 / Homes Melbourne.
- Unlock climate capital.
- Diverse City – international students, startups.
- Digitally – connected city.
- Vaccinate and open up.

Tracey Roberts – West Australia LGA.

COVID in Western Australia:

- 1018 COVID cases, GSP – 0.2%, Unemployment 4.8%,
- Household spending – up 11.7%.
- Survive 31 March – 30 June 2020 – Immediate responses – business support focus.
- Survive 2020/2021 Financial Year – Data Analysis – needs assessment. Assess current Programs and projects – Economic Recovery plan.
- Survive post 2021 – Review Economic Development Strategy focusing on rebuilding the economy.

Lessons Learned:

- Empower Staff: Staff need to have the ability to implement initiatives quickly and be agile.
- Listen to Businesses: Test, trial and ask businesses what they need.
- Make it easy: Make initiatives easy for access to remove any barriers and reach as many businesses as possible.

Strengthening Social Capital.
Marlene Krasovitsky, Co-Chair and Director,
EveryAGE Counts.

The Social norm – WHY Campaign.

Ageism is not benign or harmless.

It's a big problem because it impacts on our confidence, quality of life, job prospects, health and control over life decisions.

It is pervasive but often hidden. It can distort our attitudes to older people and ageing and have profound negative impacts on our personal experience of growing old. The impacts of ageism can prevent or limit us from contributing and participating in our communities – socially, economically and as full citizens – and even impact our physical health and longevity.

As well as its individual impacts, ageism can also deny society the enormous range of benefits that can flow, economically and socially, from the full participation of older people.

EveryAGE Counts is an advocacy campaign aimed at tackling ageism against older Australians.

The Circular Economy and You.

Through avoidance, reuse, repair and recycling, a circular economy seeks to minimize the disposal of valuable resources to landfill. As the leading stakeholder in domestic waste management, Local Government has a strong interest in developing material circularity. This session aims to stimulate discussion around two important pillars of a circular economy:

Current investment in new recycling infrastructure and the need for circular procurement.

-
- 1. Rose Read, CEO – National Waste and Recycling Industry Council (NWRIC) and Director – Product Stewardship Centre of Excellence.**
 - 2. Mike Ritchie – Managing Director MRA (Mike Ritchie & Associates) Consulting group.**
 - 3. Amitoj Singh, Strategy and Business Development Manager for Renewables and Environment, ASPIRE. (online market place which intelligently matches your business with potential purchases or recycling of your waste by-products.)**

1. Rose Read:

Outline:

- The role and value of Product Stewardship in Australia.
- Local councils and product stewardship schemes.
- How the Centre of Excellence operates and supports local councils.

Our Mission:

To accelerate the uptake of product stewardship in Australia by mentoring, educating and activating stakeholders across product and material supply chains.

Our Vision:

To see the wide-scale adoption of product and material stewardship principles into business models and reduce waste generation and create positive environmental and social outcomes via good design, improved resource productivity and sustainable reuse.

The Challenge:

To assist businesses and government achieve the National Waste Policy Action 2030 targets.

Role of Product Stewardship:

What: An approach to reduce environmental and health impacts of products throughout its life cycle.

Why: Polluted waterways, destruction of habitats, unsustainable use of natural resources, exposing people to toxic and harmful substances, climate change, cost burden on the community and government.

Who: Manufacturers, importers, distributors and retailers, ie: those who are making, importing, selling products on the market as they can have the biggest influence in being able to prevent these issues including the ability to recover costs to manage them.

Role of Product Stewardship looks at design, manufacturing, use and reuse and end of life issues.

Evolution of Product Stewardship in Australia – Regulated.

Used predominately to address pollution, waste and litter issues generated by products and packaging.

- National Government Regulations:
- Ozone Protection and Synthetic Greenhouse Gas Management Act, 1989.
- NSW Waste Avoidance and Reduction Act, 2001.

- Product Stewardship (Oil) Act 2001.
- National Environment Protection (Used Packaging Materials) Measure, 2001.
- Product Stewardship Act 2011 – National Television and Recycling Scheme.
- Recycling and Waste Reduction Act, 2020.
- State Government regulations:
- Various state container deposit regulations.
- Environment Protection (Beverage Containers and plastic Bags) Act 2011.

Emerging Schemes:

- Batteries: Battery Stewardship Council.
- Landlines Modems etc : Mobilemuster.
- Mining tyres: Tyre Stewardship Australia.
- Plastic oil containers: Australian Packaging Covenant Organisation.
- Silage Wrap: Dairy Australia Limited.
- Non-Packaging Agricultural Plastics: Australian Packaging Covenant Organisation and Greenlife industry Australia.
- Plastic Packaging: Australian Food and Grocery Council limited.
- Coffee Cups: Simply Cups Expansion and Enhancement – Closed loop Environmental Solutions Pty Ltd.
- Coffee Capsules: Planet Ark Environmental Foundation.
- Compostable Packaging: The Compost Network – BioPak Pty Ltd and Australian Bioplastics Association.

Local Government / Product Stewardship Scheme Interface:

Role of Local Government: Host collection/repair points
Promote, engage community.

Product Stewardship Interface Scheme:

- Collect/Repair infrastructure
- Training support.
- Training support.
- Marketing and promotion.
- Incentives/rewards.
- Transport and logistics.
- Recycling.
- Reporting.

Collaborative Partnership Approach -v- Service Provider.

- Benefits:
- Reduce costs to Councils.
- Increase services to community.

- Employment opportunities.
- Not a profit / revenue source for local councils.
- Schemes operate on a not-for-profit basis.
- Fair and Reasonable.

Programs include:

Professional training and executive development.

Mentoring schemes and businesses, networking, excellence and awards and Product Stewardship Index.

Looking ahead:

- We want to hear from you – needs analysis.
- Stay in touch with us – sign up for our newsletter.
- Connect with product stewardship colleagues – join the Product Stewardship Network.
- Learn about Product Stewardship and Government Accreditation – listen online to our websites held recently in April and June.

2. Mike Ritchie :

Mike works with over 100 Councils across Australia.

In 1996, Australia generated 22.7 M tons of waste, 21.2 M tons went into landfill.

In 2019, Australia generated 54.5 M tons of waste, 21.7 M tons went into landfill.

National Targets:

- Ban the export of waste plastic, paper, glass and tyres commencing in the second half of 2020.
- Reduce total waste generated in Australia by 10% per person by 2030.
- 80% average resource recovery rate from all waste streams following the waste hierarchy by 2030.
- Significantly increase the use of recycled content by government and industry.
- Phase out problematic and unnecessary plastics by 2025.
- Half the amount of organic waste sent to landfill by 2030.
- Make comprehensive economy-wide and timely data publicly available to support better consumer, investment and policy decisions.

The 2018 National Waste policy, less waste, more resources was agreed by Australia's Environment Minister and President of the Australian Local Government Association in December 2018. It sets a new unified direction for waste and recycling in Australia.

Conclusions:

- Goal is – 80 % diversion from landfill in 2030.
- Massive infrastructure opportunity.
- Over \$5B in new investment and lots of new jobs.
- Focus on organics energy and plastics the near future.
- Councils will need to:
- Consider FOGO (Food/Organics) and EfW (Energy from Waste)
- Buy recycled content – eg, glass sand in roads, plastic wood.
- Modernize their MRF's (Material Recovery Facility)
- Advocate for greater levy hypothecation to help pay for it.

3. Amitoj Singh :

Spoke on waste and organics going into landfill.

- Climate Emergency – LGA's (Local Government Areas) leading the change.
- Example from City of Kingston -:
- The benefits, forecast industrial symbiosis benefits at commercial stage. The early stage of the project demonstrates the strength and value of collaboration between council regions within ASPIRE.
- \$3 – \$4 M new project investment.
- 3 – 4 potential new jobs.
- \$130,000 per year cost savings to businesses.
- 11.5 tons per year of coffee ground waste diverted from landfill.
- 1,000 tons of paper waste diverted from landfill.

Statement/ quotation from Charles Darwin:

- It is not the STRONGEST of the SPECIES that survives nor the most INTELLIGENT that survives.
- It is the one that is most ADAPTABLE to change.

Mark Coulton MP

Minister for Regional Health, Regional Communications and Local government.

Thanked Linda Scott and ALGA.

- Two years ago, I spoke here at ALGA.
- In 2004 there were several Council mergers.
- When I was elected Mayor of Gwydir Shire Council, like many Councillors I was inundated with complaints from residents.
- It was a privilege to make changes within the community.
- I have now spent 14 years in Federal parliament.

- There have been recent hard times with drought, bushfires, floods and now COVID.
- I am extremely excited about the inland rail project.
- I acknowledge the Mayor from Narrabri, Ron Campbell – exciting times for him and his community.
- I have travelled across Australia speaking to Mayors and Councils.
- FAGS funding is important for Councils.
- You guys (Local Government) are at the coal face, well done on the role you play within your community.
- Thank you again for the work and role you play, good luck and enjoy the rest of the conference.

**Professor Tom Calma,
Indigenous Voice.**

He acknowledged young indigenous people, our future leaders.

Indigenous Voice – the journey to co-design.

- 2008 – Social Justice Commissioner Issues Paper: Building a sustainable National Indigenous Representative body.
- 2012 – Expert panel on Constitutional Recognition of Indigenous Australians.
- 2015 – Joint Select Committee on Constitutional Recognition of Aboriginal and Torres Strait Islander Peoples.
- 2017 – Referendum Council.
- 2017 – Uluru Statement from the Heart
- Voice
- Agreement making
- Truth-telling.
- 2018 – Joint Select Committee on Constitutional Recognition Relating to Aboriginal and Torres Strait Islander Peoples.
- 2019 – Election Commitment.
- 2019 – 2021 – Voice Co-design Process.

Indigenous Voice – Where we are up to.

- The co-design groups are now considering all the feedback to refine the Indigenous Voice proposals.
- Our Final Report will be provided to Government in mid-2021.

Indigenous Voice Interim Proposals.

- The interim proposals for an indigenous Voice are modest and practical.
- An Indigenous Voice could -:
- Provide advice and input on decisions, laws, policies, programs and services that are important to Aboriginal and Torres Strait Islander People.
- Be made up of two parts – Local and Regional Voices and a National Voice.

- Local and Regional Voices and the National Voice could work together to share information, consult and provide advice.

Local and Regional Voice Interim Proposal.

- A regional level governance structure that would:
- Be designed and led by communities.
- Provide advice to all levels of government about what is important to communities in the region.
- Work in partnership with all governments to make plans on how to meet community aspirations and deliver on local priorities.
- Provide local views to the National Voice where this informs national issues.

Local and Regional Voice Interim Proposal.

What could a Local and Regional Voice look like?

Within the limits of the region configuration –

There would be no one set structure for a Local and Regional Voice. Different regions could have different structures based on what works best for their local communities.

A flexible principles-based framework would guide and support all Local and Regional Voices.

This framework responds to the diversity that exists across the country. It would also allow communities to build on existing arrangements that are already working well.

The National Voice Interim Proposal.

A national body made up of Aboriginal and Torres Strait Islander people that -:

- Could provide advice to the Australian Parliament and Government on relevant laws, policies and programs.
 - Could engage early on with the Australian Parliament and Government in the development of relevant policies and laws.
-

Wednesday 23/6/21

**Shane Fitzsimmons
Commissioner – Resilience NSW**

In April 2020, Shane was appointed leader of the new disaster management and recovery agency, Resilience NSW.

Shane spoke about commencing his role in Resilience NSW after being the RFS Commissioner, NSW.

- The recovery now from drought, bushfires, floods and now – COVID.
- Bushfires affected over 50 LGA's – classified as disaster areas.
- Challenges with COVID pandemic.
- March this year – experienced significant flooding issues.
- Now the mouse plague – worst seen in decades.
- Resilience is about lived experiences.
- It is about understanding to prepare for future events or situations.
- Recovery – rebuild, repair of assets, buildings, infrastructure, roads, repair and re-construction. Also healing – healing takes time.
- The importance of working side by side with Local Government.
- The coordinator-General, National Recovery and Resilience Agency – **Shane Stone** will commence duty from 1 July, 2021.

He said, tongue in cheek, if there any issues or problems – it is the other Shane's fault, not mine.

**Shane Stone
Coordinator-General, National Recovery and Resilience Agency.**

Shane Stone is the Coordinator-General of the National Recovery and Resilience Agency, which sits in the Department of the Prime Minister and Cabinet portfolio. The agency was established by the Prime Minister Scott Morrison in response to recommendations from the Royal Commission into National Natural Disaster Arrangements.

Shane mentioned previous disasters involving drought, bushfires, floods, cyclones and current mouse plague.

He agency works under the Department of the Prime Minister.

- It is a permanent agency for all Australians.
- He is looking forward to working with Shane Fitzsimmons from Resilience NSW.
- He will have under his control over 80 staff in all states and agencies.
- There will be boots on the ground and hearts at the table.
- We will work with you and alongside you (local government)

- We will be looking for the best possible outcomes for you and your communities.
 - Help is a hand up, not a handout.
-

Anthony Albanese
Leader of the Opposition.

Thanked Linda and ALGA

- Acknowledged Local Government and the role you play.
 - Local Government is about setting priorities for communities.
 - When we (Labour) were in Government, we implemented COAG (Councils of Australian Governments) – now it is gone.
 - Local Government is in the best position to look at and prioritise local projects.
 - We, Labour support constitutional recognition of Local Government.
 - We need a bipartisan to achieve this recognition.
 - I will bring passion for Local Government if we are elected.
 - You are the closest government to the people.
-

Panel Discussion

Recovery and Resilience.

- 1. Mayor Amanda Findley – Shoalhaven City Council, NSW**
- 2. Mayor Tanya Milligan – Lockyer Valley Regional Council, QLD**

1. Mayor Amanda Findley spoke about bushfires and recovery.

- She presented a video of the Black summer fires of 2019/2020 in the Shoalhaven area.
- In 74 days – from 26 November 2019 to 8 February 2020 – 312 homes were destroyed by fire.
- 82% of the Shoalhaven LGA was burnt.
- Recovery started when the disaster finished.
- The Princes Highway became a 33 km car park.
- Funding of \$36M obtained, \$10M to businesses.
- 17,000 tons of waste (from burnt homes)
- She spoke about the Shoalhaven's community – Recovery into Resilience Project (RRP) action Plan, dated October 2020.
- The 3 activity streams of the RRP include – Long Term Community resilience, Short Term Community Readiness (the crocodile closest to the canoe) and Highest Risk/Most Urgent Needed.
- Look after the vulnerabilities and threats will largely take care of themselves.

2. Mayor Tanya Milligan spoke about the devastating floods of 2011 and 2013.

She presented a video of the floods and impact on the community.

2011 flood was unprecedented and devastating.

6 people were found deceased in vehicles.

13 people washed away, deceased and 3 people were never located or recovered.

The cost of the 2011 flood was \$14.1B

2013 flood – 2 lives were lost.

Entire communities were destroyed.

80% of road infrastructure was damaged.

1100 kms out of 1400 kms of roads were damaged.

Resilience was both learnt and earned.

Communities helped each other and got on with the clean-up.

Communities were much more prepared for 2013 floods.

We now have in place – Disaster Management Policy in place with technology (sensors) flood mapping to tell us when and where future flooding may develop.

We still require funding from State/Federal governments.

Long term, ongoing community consultation.

We looked at what we did well, what we did not so well.

We are still listening.

We are now ready.

Thomas Fikentscher **ANZ Regional Director, CyberArk.**

Thomas spoke about digital technology risk.

- Resilience in a digital world.
- It is about connectivity; everything is online and connected.
- Cyber resilience.
- The Cyber pandemic -:
- \$3.35M – average cost of Cyber breach in Australia.
- 59,806 Cybercrimes reported.
- 23% increase in government breaches.
- \$150.00 is the average cost per record for data.
- 280 days is the average time it takes to identify and contain data breaches.
- 102% increase in ransom wear attacks compared to 2020.
- It is a question of when and not if.
- Delivering secure digital services.
- Identify and access at the core of Resilient Digital Services.
- Data – in Local Government including name/address register, building ratings and DA records.
- Need for Administration Access, Workforce Access, Supplier Access, Machine Access and Citizen Access.
- 3 x top recommendations -:

- Assign accountability and make cyber risk management – a standing agenda item.
- Run a security assessment.
- Apply a program approach (blueprint) and focus on rapid risk mitigation.

Keynote Address: Leadership, Human Rights and Persistence.

Craig Foster AM, Human Rights and Refugee Ambassador.

Craig spoke about strong, safe, thriving local communities.
The health of the nation, community/state/nation.

Local Government has the opportunity to grow your community, you build your community.

Local Government is important for the future of our country.

COVID has impacted on the Volunteer workforce.
We need to keep these local charities alive and going.

He gave an example of bringing sport stars and celebrities together working at a volunteer food distribution centre at Randwick, called PLAY FOR LIFE.

He spoke about his refugee advocacy, GAME OVER – getting people to safety campaign.

He then spoke about – hashtag # RacismNotWelcome campaign.

A catalytic initiative.

- Street signs – visibility – more than just a motion.
- Schools, universities and businesses across Australia.
- Conversations, events, rallies, exhibitions.

On the way -:

- Photographic exhibition in every Council.
- Lived testimonies of racism – National Archive (racism does not exist here)
- Multicultural groups / ethnic community events.
- Trip around Australia to explore racism at community level.

Submitted 14 July 2021

Mayor Pearce

12 MAYORAL MINUTE

12.2 COUNCIL ADVOCACY - RE CLOSURE OF NAB URALLA BRANCH



Mayor's Recommendation:

That Council receive and note the Mayoral Minute regarding the action taken by Uralla Shire Council on behalf of the community in response to notice given by NAB to close Uralla Branch in October 2021.

SUMMARY:

Please find the attached letters sent from the Mayor's Office to both the Hon. Barnaby Joyce Deputy Prime Minister and Member for New England, and the Hon. Adam Marshall Member for Northern Tablelands. The letters outline Council's concern over the proposed closure of the NAB Branch in October 2021 and seeks assistance to concurrently encourage the NAB to continue this critical service for the Uralla community.

A separate letter was also sent from the General Manager to Mr Adam Cross, NAB Retail Customer Executive and Mr Belford, NAB Senior Business Banking Manager.

The above actions follow Council's successful advocacy, with support from the Local and Federal Members, in July last year that resulted in the re-opening of the Uralla NAB branch following their temporary COVID related closure.

Customers who use the NAB Uralla branch may also lobby the bank to keep the branch open.

Submitted 14 July 2021

Mayor Pearce

Note: The CFO will be meeting a representative of NAB on 23 July 2021 and may provide an update at the Council meeting.



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F: 02 6778 6349

E: council@uralla.nsw.gov.au

32 Salisbury St, Uralla NSW 2358

PO Box 106, Uralla NSW 2358

ABN: 55 868 272 018

Responsible Officer: EA

In reply, please quote: UO/21/2575

15 July 2021

The Honourable Barnaby Joyce MP
Deputy Prime Minister and Member for New England
PO Box 963
TAMWORTH NSW 2340

Dear Deputy Prime Minister,

Re: National Australia Bank

Thank you for your support, exactly one year ago today as Council voiced its concerns that National Australia Branch (NAB) in Uralla shutting customer service face-to-face delivery as a result of COVID19. The community was most pleased when NAB re-opened the Uralla Branch services in August last year.

As you are aware, the NAB branch services in Uralla are a very important to the local economy.

Today Council has written again to Mr Adam Cross, Retail Customer Executive - North Coast, NAB, outlining our dismay at the closure of our Uralla branch 7 October 2021. Please see the attachment notifying Uralla Shire Council of this closure.

Council has also liaised with the Member for Northern Tablelands, Mr Adam Marshall, MP regarding this matter.

Your assistance is sought to concurrently encourage the NAB to continue this critical service for the Uralla community.

Sincerely,

Michael Pearce
Mayor

#1 Attachment – Letter received from NAB on Closure
#2 Attachment – Adam Cross NAB Letter

15 July 2021

The Honourable Adam Marshall MP
Member for Northern Tablelands
Minister for Agriculture and Western New South Wales
PO Box 77
ARMIDALE NSW 2350

Via email - northerntablelands@parliament.nsw.gov.au

Dear Mr Marshall,

Re: National Australia Bank

Thank you for your support, exactly one year ago today, as Council voiced its concerns that National Australia Branch (NAB) in Uralla shutting customer service face-to-face delivery as a result of COVID19. The community was most pleased when NAB re-opened the Uralla Branch services in August last year.

As you are aware, the NAB branch services in Uralla are a very important to the local economy.

Today Council has written again to Mr Adam Cross, Retail Customer Executive - North Coast, NAB, outlining our dismay at the closure of our Uralla branch 7 October 2021. Please see the attachment notifying Uralla Shire Council of this closure.

Council has also liaised with the federal member, Mr Barnaby Joyce, MP regarding this matter.

Your assistance is sought to concurrently encourage the NAB to continue this critical service for the Uralla community.

Sincerely,



Michael Pearce
Mayor

#1 Attachment – Letter received from NAB on Closure

#2 Attachment – Adam Cross NAB Letter

13 PUBLIC FORUM/PRESENTATION

14 REPORT OF COMMITTEES

There are no Reports of Committee.

15 REPORTS TO COUNCIL

15.1 CASH AT BANK AND INVESTMENTS



Department: Finance
Prepared by: Chief Financial Officer
TRIM Reference: Container U21/167
Attachments: Council's Investments as at 30 June, 2021
Schedule of loans as at 30 June, 2021

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal: 4.2 An effective and efficient organisation.
Strategy: 4.2.2 Operate in a financially responsible and sustainable manner.
Activity: 4.2.2.1 Maintain and control financial system and improve long-term sustainability
Action: 4.2.2.1.5 Maximise return on investment within risk parameters provided by the USC Investments Policy.

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 Regulations and Council's Investment Policy.

RECOMMENDATION:

That Council note:

- i. The cash position as at 30 June, 2021 consisting of cash and overnight funds of \$3,457,957, term deposits of \$14,107,319 totalling \$17,565,275 of readily convertible funds; and
- ii. The loan position as at 30 June, 2021 totalling \$1,971,293; and
- iii. The projected unrestricted cash position as at 30 June, 2021 totalling \$2,395,000.

BACKGROUND:

In accordance with Regulation 212 of the Local Government (General) Regulations 2005, the following report is prepared about monies not currently required for use by Council and invested in forms of investment approved by Order of the Minister.

REPORT:

Current term deposits of \$14,107,319 spread over the next twelve months will receive a range of interest from .27% to .9% with an average rate of .54%. Diary of maturing dates and amounts is attached.

Council's General Fund bank balances (listed in the attachments) have been reconciled to the bank statement as at 30 June, 2021.

KEY ISSUES:

The official interest rate remains at 0.25% and the Reserve Bank has set a target of 0.10% for the cash rate and the 3-year Australian Government bond. They also noted that "the global outlook had improved over recent months and risks to the global economy had become more balanced". The current low interest rates will continue to result in reduced investment returns over the coming year.

Restricted and Unrestricted Cash, Cash Equivalents and Investments

Of the amount of cash disclosed in this report, not all of it 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 at 30 June, 2020, Restricted and Unrestricted funds were fully funded by Cash and Investments (see Note 7(c) of the Annual Financial Statements).

Based on the third Quarterly Budget Review Statement for the quarter ended 31 March, 2021, it is projected that the Restricted and Unrestricted cash at the end of the financial year will be follows:

	30 June, 2020	Projected 30 June, 2021
Externally restricted	9,365,000	7,711,000
Internally restricted	4,583,000	3,623,000
Unrestricted	1,410,000	2,395,000
Total Cash & Investments	15,358,000	13,729,000

Note: Restrictions are as noted in the Quarterly Budget Review Statement.

COUNCIL IMPLICATIONS:

1. Community Engagement/ Communication (per engagement strategy)

N/A

2. Policy and Regulation

Local Government Act 1993

Local Government (General) Regulations 200

Order of the Minister re Investments

3. Financial (LTFP)

Current interest rates affect Council's ability to meet projected investment returns therefore reducing forecast revenue in the long term.

4. Asset Management (AMS)

N/A

5. Workforce (WMS)

N/A

6. Legal and Risk Management

The public presentation of this information and Council noting this report is an important part of Council's management of the risk of not maintaining compliance with the Minister's Orders regarding approved investment types and in-turn reduces the risk of future losses on investments.

7. Performance Measures

N/A

8. Project Management

N/A

**Uralla Shire Council
Investments at 30 June, 2021**

Cash at Bank – Operating Accounts:

Institution	Account	Bank Statement
National Australia Bank	Main Account	\$73,938.60
National Australia Bank	Trust Account	\$31,296.33
Community Mutual	Bundarra RTC	\$26,110.42
Total		\$131,345.35

Business Investment (Cash Management) Account

Institution	Interest rate	Balance
Professional Funds	0.15% above RBA cash rate	\$3,326,611.31
Total		\$3,326,611.31

Term Deposits:

Institution	Term	Interest rate	Maturity	Balance
Commonwealth Bank	10 months	0.68%	19/07/2021	\$500,000.00
Westpac Banking Corporation	12 months	0.85%	25/07/2021	\$604,577.42
Suncorp	7 months	0.60%	20/08/2021	\$400,000.00
Westpac Banking Corporation	11 months	0.65%	25/08/2021	\$252,741.34
AMP	9 months	0.70%	31/08/2021	\$700,000.00
ANZ	11 months	0.58%	31/08/2021	\$500,000.00
Commonwealth Bank	12 months	0.71%	16/09/2021	\$1,000,000.00
National Australia Bank	9 months	0.40%	12/10/2021	\$700,000.00
Suncorp	12 months	0.90%	22/10/2021	\$1,000,000.00
Suncorp	12 months	0.90%	26/10/2021	\$1,300,000.00
National Australia Bank	10 months	0.39%	22/11/2021	\$500,000.00
Commonwealth Bank	6 months	0.35%	30/12/2021	\$1,350,000.00
Westpac Banking Corporation	10 months	0.27%	8/01/2022	\$500,000.00
Bank of Queensland	10 months	0.35%	17/01/2022	\$800,000.00
Bank of Queensland	11 months	0.35%	10/02/2022	\$800,000.00
National Australia Bank	11 months	0.33%	8/03/2022	\$500,000.00
National Australia Bank	12 months	0.37%	1/04/2022	\$600,000.00
Suncorp	12 months	0.40%	15/04/2022	\$600,000.00
Suncorp	12 months	0.40%	22/04/2022	\$500,000.00
National Australia Bank	12 months	0.35%	21/05/2022	\$1,000,000.00
Total				\$14,107,318.76

**Uralla Shire Council
Loans at 30 June, 2021**

Loans:		
Loan no.	Purpose	Balance
165	MGH Property	\$37,947.18
168	Community Centre	\$19,098.86
176	Library Extensions	\$97,913.52
177	Grace Munro Centre	\$78,364.46
181	Creative Village Works	\$0.00
186	Public Toilets Pioneer Park	\$0.00
187	Undergrounding Power and Main Street Upgrade	\$100,090.49
188	Paving and Power Undergrounding	\$27,015.40
189	Bridge Construction	\$181,352.94
190	Bridge construction & industrial land development	\$1,429,510.26
Total		\$ 1,971,293.11

Department: Corporate Services
Prepared by: *Communications Officer*
TRIM Reference: UINT/21/8061
Attachments: Attachment 1 – UINT/21/5455 – Draft Media Policy 2021

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	4.1	A strong, accountable and representative Council
Strategy:	1.4.3	Create a better understanding within the community of the services, and
	4.1.2	Engage with the community effectively and use community input to inform decision making, and
Activity:	1.4.3.1	Promote Council's services and facilities, and
	4.1.2.1	Incorporate inclusive community consultation and stakeholder engagement in Council decision making
Action:	4.1.2.1.9	Draft a Media and Social Media Policy

SUMMARY:

1. The purpose of this report is to recommend that Council endorse and resolve to publicly exhibit the Draft Media Policy 2021 for a period of 28 days.

RECOMMENDATION:

That Council place the draft Media Policy 2021 on public exhibition for a period of not fewer than 28 days and if no submissions are received that the policy be adopted.

REPORT:

2. At the February Ordinary Meeting of Council a notice of motion was put forward to develop a Media Policy for Uralla Shire Council.
3. The purpose of the Media Policy is to establish communication protocols between Council and media representatives that aims to be consistent, well informed, timely and appropriately managed to take advantage of the media's role in the sharing of information to and within the community. This Media Policy contributes to Council's consistent communication strategy for an informed and engaged public while protecting and enhancing Council's reputation.
4. This Policy establishes a framework for an effective working relationship with the media, including the identification of Council's authorised spokespersons and the responsibilities of Councillors and Council staff.
5. The Office of Local Government does not, as yet, have a media policy template available for use.

6. Multiple council media policies were reviewed during the initial stages of policy development.
7. Draft Media Policy v0.1 was circulated to Councillors for review on 7 July 2021 and workshopped with Councillors on 13 July 2021.
8. Draft Media Policy v0.2 was developed for presentation to 27 July 2021 Council Meeting.
9. Draft Media Policy v0.2 incorporates feedback received at the 13 July Workshop in addition to feedback received from Councillors via email. Feedback is incorporated into sections 1,2, 4, 6.2 & 6.3, and 7, with changes made in each to reflect:
 - a. application of the policy to Council's own publishing platforms
 - b. greater clarity and support for Councillors both in their roles as delegates and when speaking to media in a personal capacity (or related to other capacities eg as a business owner, farmer)
 - c. support for a more complex presentation of information that reflects different considerations that arise during the decision making process of Council

CONCLUSION:

10. It is recommended that Council endorse the draft Media Policy and resolve to publicly exhibit it for a period of no fewer than 28 days.

COUNCIL IMPLICATIONS:

11. Community Engagement / Communication

The draft Media Policy draft will be placed on public exhibition for a minimum of 28 days.

12. Policy and Regulation

Community Engagement Strategy 2017

Community Engagement Policy 2014

Communications Plan 2015

13. Financial / Long Term Financial Plan

Nil

14. Asset Management / Asset Management Strategy

Nil

15. Workforce / Workforce Management Strategy

Nil

16. Legal and Risk Management

The Media Policy includes risk mitigation from negative publicity, media law (such as defamation) and breaching of funding deeds that include restrictions on what details can be made public, and when the details can be made public.

17. Performance Measures

Nil

18. Project Management

Communications Officer



(Draft) Media Policy

v0.2

2021

INFORMATION ABOUT THIS DOCUMENT

Date Adopted by Council		Resolution No.	
Document Owner	<i>Director Corporate Services</i>		
Document Development Officer	<i>Communications Officer</i>		
Review Timeframe	<i>All policies are to be reviewed within a 4 year period, insert here the number of years (not greater than 4 years) for the review timeframe of this document</i>		
Last Review Date:		Next Scheduled Review Date	

Document History

Doc No.	Date Amended	Details/Comments eg Resolution No.
0.1	6/07/2021	Circulated to Councillors 7 July 2021 for out of session feedback and workshopped 13 July
0.2	19/07/2021	Presented to Council Meeting 27 July 2021 incorporating feedback received

Further Document Information and Relationships

List here the related strategies, procedures, references, policy or other documents that have a bearing on this Policy and that may be useful reference material for users of this Policy.

Related Legislation*	<i>Local Government Act 1993</i> <i>Government Information Public Access Act 2009</i> <i>Privacy and Personal Information Act 1998</i> <i>State Records Act 1998</i>
Related Policies	<ul style="list-style-type: none"> • Code of Conduct • Complaint Management Policy • Privacy Policy • Interaction between Councillors and Staff Policy • Records Management Policy
Related Procedures/ Protocols, Statements, documents	<ul style="list-style-type: none"> • Procedures for preparing a media release • Media procedures (in development) • Social media user guidelines (in development)

Note: Any reference to Legislation will be updated in the Policy as required. See website <http://www.legislation.nsw.gov.au/> for current Acts, Regulations and Environmental Planning Instruments.

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DRAFT

1. OBJECTIVES

This Media Policy establishes a communication protocol between Council and the media that aims to be consistent, well informed, timely and appropriately managed to take advantage of the media's role in the sharing of information to and within the community.

This Policy establishes a framework for an effective working relationship with media representatives, including the identification of Council's authorised spokespersons and the responsibilities of Councillors and Council staff.

This Media Policy contributes to Council's consistent communication strategy for an informed and engaged public while protecting and enhancing Council's reputation. It applies to Council's own media publishing platforms including newsletter, website and social media.

2. SCOPE

This policy applies to internally generated media communications as well as communications between Council officials and media outlets.

3. DEFINITIONS

Council affairs	Includes: <ul style="list-style-type: none">○ matters before the council;○ council policy;○ interpretation of policy;○ management of council business or staff;○ other council affairs and business; or○ other matters that may commit the council's resources.
Council official	Includes Councillors, Council staff, administrators, Council committee members, conduct reviewers and delegates of Council.
Media spokesperson	Person/s identified as having authority to speak on behalf of Council
Media gatekeeper	Person/s identified as a key contact person within Council for media representatives
Media	Communication channels through which news, data, information and entertainment are broadcast, including, but not limited to, broadcast, print and online outlets including social media
Social media	Online platforms designed to share content between users

4. STATEMENT

Council is committed to connecting with the community using a wide range of traditional and contemporary communication methods, of which media plays a significant role. Media can also be a key influencer of Council's reputation, and for both these reasons it is important that Council has an established framework for interaction with the media.

Council will proactively pursue media opportunities to connect in a genuine way with both the community and a broader audience.

Council will embrace opportunities presented by the media and actively pursue positive media exposure.

Media organisations and their representatives will be treated equally, respectfully and without bias.

Council will actively engage with media to:

- promote the projects and services of Council
- inform the community about projects, policies, initiatives and activities
- engage the community on key decisions Council might be making
- provide essential updates to the community during a crisis or emergency
- promote the local government area to visitors
- protect and enhance Council's reputation
- correct any reported inaccuracies should they arise

Council will also use media as a means of listening to and keeping abreast of activities, interests and communications, distributed by individual members of the community or stakeholder groups that relate to council service areas.

5. LEGISLATIVE AND STRATEGIC CONTEXT

This policy is intended to be read and applied consistently with the roles and responsibilities of the Mayor, Councillors and the General Manager under the NSW *Local Government Act 1993*, and their conduct obligations under the Council's adopted Code of Conduct.

This policy is intended to be read and applied consistently with the implied right of freedom of political expression under the Commonwealth of Australia Constitution, as interpreted by the High Court of Australia.

6. SPOKESPERSON AUTHORITY AND DELEGATION

6.1. Staff

The General Manager is the official spokesperson on operational matters. The General Manager may delegate other Council staff to speak on their behalf where appropriate.

Staff as private citizens are entitled to enter into public debate and make comment on civic affairs provided they do not give the impression they are speaking in their official position or on behalf of Council. Staff must also ensure that any comments to the media are not in breach of the Code of Conduct.

6.2. Mayor and Councillors

The Mayor is the principal spokesperson of the governing body on the affairs of the Council. The Mayor has the discretion to delegate this role to other Councillors, for example, when the Mayor is not available or where another Councillor is best placed to comment, because the issue is of particular interest to them or is within their particular area of expertise. The Mayor can also authorise a Committee Chairperson to speak on issues concerning the deliberations and decisions made by that Committee.

The roles of Councillors include representing the collective interests of residents, ratepayers and the local community, and facilitating communication between the local community and the governing body. In so doing, they engage with the community through various forums including media, where they make political or other comments about Council affairs.

When engaging with the media, Councillors should:

- allow the Mayor and the General Manager to perform their principal spokesperson roles on Council affairs;
- be willing to fulfill the role of delegate spokesperson when requested;
- make it clear when they are expressing their personal, political or other opinions about Council affairs, that they are not purporting to be the official or principal spokesperson of the Council (unless they have been tasked with being a delegate)
- uphold and accurately represent the policies and decisions of Council;
- not release to the public or the media, without lawful authority, any Council information that is not already in the public domain, including but not limited to any information obtained during briefings, workshops or meetings that are not open to the public;
- not disclose to the public or the media, without lawful authority, any information that is in breach of copyright, or is classified by the Council as confidential, or is acquired by the Council on a confidential basis, or is inherently confidential in nature;
- not disclose to the public or the media any information in breach of any law;
- refrain from using the media to make negative personal reflections on each other, Council staff, or Council generally, that could be interpreted as such and which are reasonably likely to bring individuals or the Council into disrepute and undermine public confidence in the Council.

6.3. Media enquiries and request for interviews

Media enquiries and request for interviews with a Council spokesperson should be directed to Council's Communications Officer.

In the absence of a Communications Officer, media enquiries should be directed to the Executive Officer and/or to the General Manager or Mayor.

Deadlines for interview requests should be accommodated wherever possible, however no Council staff member or Councillor is expected or encouraged to give on-the-spot interviews.

7. REPUTATION AND RISK

Council will openly discuss matters of interest with media unless disclosure of information contravenes Council's obligations of confidentiality or privacy, duty of care, or could infringe on other laws or regulations that govern its operations.

When communicating resolutions of Council, it may be pertinent to include considerations discussed at public meetings (as they publicly appear in webcasts) in instances where such detail may assist community understanding of a complex issue, subject to the information not contravening Council's obligations as stated above.

Council will collect, retain and dispose of media communication in line with Council's Records Management Policy.

7.1. Proactive engagement and transparency

Council will wherever possible proactively release information to media and make the Mayor, General Manager or their approved delegate available for comment or interview in a timely manner.

Department:	Corporate Services	
Prepared by:	Manager Governance	
TRIM Reference:	UINT/21/8681	
Attachments:	UINT/19/53	Abandoned Vehicles 2013
	UINT/19/54	Backyard Burning 2013
	UINT/19/55	Cemeteries 2013
	UINT/19/58	Deferment of Conditions of Development Consent 2013
	UINT/19/56	Bonds Management 2013
	UINT/19/66	Landscaping Bonds 2013
	UINT/19/59	Developments (Small) - Disposal of Stormwater 2013
	UINT/19/60	Displays on Footpaths 2013
	UINT/19/25	Genetically Engineered Crop Trials and Commercial Crops in Country NSW 2013
	UINT/19/32	Hairdressers and Skin Penetration Premises 2013
	UINT/19/76	Section 149(d) Certificates - Building Certificate Fee 2013
	UINT/19/77	Street Vendors 2013
	UINT/19/79	Thermal Insulation for Class 1, 2 and 3 Buildings 2013

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	Strong, accountable and representative Council
Strategy:	Provide open, accountable and transparent decision making for the community

SUMMARY:

1. At the Audit, Risk and Improvement Committee meeting held on 9 February 2021, a report detailed a series of policies that were considered redundant and that should therefore be removed as policies of Council. A report dealing with those redundant policies was presented to Council at its Ordinary Meeting held on 23 February 2021.
2. At the February 2021 Council Meeting, Council resolved the following:

That Item 15.11 Policy Update lay on the table for discussion at a future workshop.
(Minute No. 29.02/21)
3. Policies were circulated via email to Councillors for their consideration. A table providing feedback from Councillors to date, was presented at a workshop on 8 June 2021.

RECOMMENDATION:

That Council formally revoke the following policies:

1. **Abandoned Vehicles 2013**
2. **Backyard Burning 2013**
3. **Cemeteries 2013**

4. Deferral of Conditions of Development Consent 2013
5. Bonds Management 2013
6. Landscaping Bonds 2013
7. Developments (Small) - Disposal of Stormwater 2013
8. Displays on Footpaths 2013
9. Genetically Engineered Crop Trials and Commercial Crops in Country NSW 2013
10. Hairdressers and Skin Penetration Premises 2013
11. Section 149(d) Certificates - Building Certificate Fee 2013
12. Street Vendors 2013
13. Thermal Insulation for Class 1, 2 and 3 Buildings 2013

REPORT:

4. Councillors provided feedback to the Manager Governance which is included in the table below:

Title: Abandoned Vehicles		
Councillor	Comment	Management Comment
Cr Bell	I have no objection provided the policy is amended to be a staff operational document with any necessary alterations being made to match the legislation.	Regulation of these activities is covered by the existing statutory framework <i>Impounding Act 1993</i>
Cr Strutt	I have no objection to the repeal of the existing Policy.	
Cr Crouch	I understand policies are developed to guide staff in the implementation of legislation or to define council position where council considers legislation is inadequate. Our Abandoned vehicles policy simply reflects legislation. It does not provide additional guidance and as such I support its repeal.	
Cr Dusting	I have no objections, as long as any changes match or support the legislation. (I also notice that the NSW Police often removes the registration plates from abandoned or unregistered vehicles, which would make it difficult for our council offices to identify the owner - perhaps the Police could notify our council for immediately removal of the vehicle.)	
Recommendation: Revoke the Abandoned Vehicles Policy		

Title: Backyard Burning		
Councillor	Comment	Management Comment
Cr Ledger	<p>It's a good solid policy, we can say we reviewed it and keep it, or dismiss it. It is our responsibility of councilors to show we have a broadened understanding of fire requirements and work in with community rfs and state legislation in doing so.</p> <p>It is a stated position that we work together with regulated bodies. Any new or emerging issues can be attached to this policy.</p> <p>I say we keep it. New or emerging issues can be attached to this policy.</p>	<p>Regulation of these activities is already covered by the existing statutory framework</p> <p><i>Protection of the Environment Operations (Clean Air) Regulation 2010</i></p> <p>Schedule 8 of the Regulation lists Uralla as an LGA where burning of vegetation and waste is prohibited except with approval.</p>
Cr Strutt	<p>I have no objection to the repeal of as the activities which are addressed by this Policy are already covered by the existing statutory framework I see no need for retention of this policy.</p>	
Cr Crouch	<p>I generally agree with Councillor Strutt, however given the apparent low level of awareness in our Shire about these issues I believe we need a policy that requires a written warning notice be provided to individuals or other entities prior to the issue of a fine for breaches of the Regulation and the issue of the warning notice or fine be publicised without identifying the individual or entity. Perhaps a note in our newsletter of warnings and fines issued and what they were for</p>	
Cr Bell	<p>Please be advised that I do not support the removal of this policy. Residents have ever right to know what the requirements are for backyard burning. Given that Council has the authority to issue fines for breaches this information must be clearly set out. An updated policy highlighting the current state regulations is appropriate.</p>	
Cr O'Connor	<p>I share Cr Bell's position in respect to backyard burning. Regardless of State Regulations it has been this Council's requirement that backyard burning not be permitted. Some corporate knowledge - the policy had its genesis in widespread burning, without permits, within the Uralla township culminating in a significant burn of vegetation at the Uralla Showground.</p> <p>A Council approved policy rather than a simple staff policy is preferable.</p>	
Recommendation: Revoke the Backyard Burning Policy		

Title: Cemeteries		
Councillor	Comment	Management Comment
Cr Bell	Please be advised that I support this policy being removed and becoming a staff guidance document	Regulation of these activities is already covered by the existing statutory framework <i>Cemeteries and Crematoria Regulation 2014</i> .
Recommendation: Revoke the Cemeteries Policy		

Title: Deferment of Conditions of Development Consent 2013		
Councillor	Comment	Management Comment
Nil	Nil	Regulation of these activities is already covered by the existing statutory framework <i>The Environmental Planning and Assessment Act 1979</i> Local Environmental Plan 2020
Recommendation: Revoke the Deferment of Conditions of Development Consent Policy		

Title: Bonds Management 2013		
Councillor	Comment	Management Comment
Cr Crouch	This policy needs to be revised and readopted to ensure proper, long term transparent management of bonds collected by Council. I suggest each Bond should be individually listed in council's internal restrictions so our community can see where bonds they have paid are controlled and how they are being managed.	Bonding works is administratively complicated, resource intensive, is subject to challenge and creates avoidable and unnecessary risks for Council. Current practice is to condition works required as part of the Development Approval process.
Cr Bell	Please advise what will replace this policy? What will staff use to ensure appropriate management of bonds?	
Recommendation: Revoke the Bonds Management Policy		

Title: Landscaping Bonds 2013		
Councillor	Comment	Management Comment
Cr Crouch	I believe this policy needs to be retained, unless the intent is (or can be) adequately covered in the Uralla Development Control Plan.	Bonding works is administratively complicated, resource intensive, is subject to challenge and creates avoidable and unnecessary risks for Council. Current practice is to condition works required as part of the Development Approval process.
Recommendation: Revoke the Landscaping Bonds Policy		

Developments (Small) - Disposal of Stormwater 2013		
Councillor	Comment	Management Comment
Nil	Nil	Superseded by Council's application of the Armidale Regional Council Engineering Design Codes.
Recommendation: Revoke the Developments (Small) – Disposal of Stormwater Policy		

Displays on Footpaths 2013		
Councillor	Comment	Management Comment
Cr Ledger	Is council absolved of all responsibility if an accident does in fact occur? And is it state legislated? The present policy seems appropriate, considering there is no new information recently surfaced.	Superseded by Development Control Plan.
Recommendation: Revoke the Displays on Footpaths Policy		

Genetically Engineered Crop Trials and Commercial Crop Trials in Country NSW 2013		
Councillor	Comment	Management Comment
Cr Pearce	Thanks (...) not required, in my opinion.	<p>Governed by other bodies and Council has no jurisdiction over the regulation.</p> <p><i>In NSW, the commercial cultivation of GM crops (with limited exceptions) was prohibited under the Gene Technology (GM Crop Moratorium) Act 2003 (Act). Initially, the Act was set to expire on 3 March 2006. However, it was subsequently extended on three separate occasions, first to 3 March 2008, then to 1 July 2011 and finally to 1 July 2021. Consistent with the actions of many other states, the NSW Government has recently decided not to further extend the moratorium. This means that on 1 July 2021, the Act will expire, lifting the state's 18-year moratorium on GM crops. (Extract from Corrs Chambers Westgarth)</i></p>
Cr Strutt	This policy is no longer relevant. I believe it is superceded by regulation such as the Bio-security Act. In retrospect I doubt it could have been acted upon in any case.	
Cr Crouch	This policy is no longer relevant. I don't see it as council responsibility.	
Cr O'Connor	<p>This policy had its genesis of this policy was the request from the pastoral/farming industry and conservationists for Councils to make their position known on GM crops in the early 1990s. At that time, neighbouring properties to properties that had or were trialing GM crops were being threatened with legal action for breach of property rights by Monsanto for growing their registered GM canola on their properties from wind borne seed.</p> <p>I believe that the policy should remain, unless and until there is approaches from those groups to no longer have the policy.</p>	

Cr Dusting	I agree with Council O'Connor, people growing organic crops should not have their crops contaminated with genetically modified plants from outside their area.	
Recommendation: Revoke the Genetically Engineered Crop Trials and Commercial Crop Trials in Country NSW Policy		

Hairdressers and Skin Penetration Premises 2013		
Councillor	Comment	Management Comment
Cr Dusting	Perhaps we should include in dot point 2 beauty treatment (ie waxing, electrolysis & <u>laser</u>) I support this policy	Council is not a regulator for the purposes of the <i>Public Health Act 2010</i> .
Cr Crouch	Unless there have been legislative changes I am not aware of I believe we need to retain this policy in its current form.	
Recommendation: Revoke the Hairdressers and Skin Penetration Premises Policy		

Section 149(d) Certificates – Building Certificate Fee		
Councillor	Comment	Management Comment
Nil	Nil	Regulation of these activities is already covered by the existing statutory frameworks <i>Environmental Planning & Assessment Regulation 2000</i> <i>Swimming Pools Act 1992</i>
Recommendation: Revoke the Section 149(d) Certificates – Building Certificate Fee Policy		

Street Vendors Policy		
Councillor	Comment	Management Comment
Cr Dusting	Street Ventures Policy / License, this application does not cover ice cream, fish & other sellers.	The approval for this is an E2 Section 68 Application under the <i>Local Government Act 1993</i> . Redundant under the provisions of S68 of the <i>Local Government Act 1993</i> .
Recommendation: Revoke the Street Vendors Policy		

Thermal Insulation for Class 1, 2 and 3 Buildings		
Councillor	Comment	Management Comment
Cr Strutt	The issues addressed in the policy are now addressed by BASIX and the Policy is therefore obsolete	Thermal insulation is regulated by the adoption of BASIX for these building classes and therefore the policy is obsolete.
Cr Bell	On the basis of your reply to Cr Crouch I have no issue with the removal of this policy.	It should also be noted that the policy could only be regulated through Development Approval if a condition of consent was imposed that required buildings to be constructed over the requirements of the BCA.
Recommendation: Revoke the Thermal Insulation for Class 1, 2 and 3 Buildings Policy		

CONCLUSION:

5. The review has identified a number of policies that are redundant and for completeness it is advised that Council formally revoke them.
6. The review of Council policies will continue with the intention of reducing the current governance backlog.

COUNCIL IMPLICATIONS

7. Community Engagement/Communication

Relevant staff have provided feedback in relation to the report.

A report was provided to the Audit, Risk and Improvement Committee for their consideration which was duly noted.

Councillors have provided feedback to the Manager Governance via email.

Council's public website has been updated as relevant during the review process.

8. Policy and Regulation

A schedule for policy review has been prepared and a report will be presented to new term of Council recommending amending, endorsing and repealing relevant policies over the next nine months.

9. Financial/Long Term Financial Plan

Staff resources in terms of reviewing policies.

10. Asset management/Asset Management Strategy

Not Applicable.

11. Workforce/Workforce Management Strategy

Staff resources in terms of reviewing policies. This exercise of policy review forms part of Council's normal business. This area is now resourced; however, staff vacancies and/or capacity issues have created a backlog which is forecast to be addressed by September 2022.

12. Legal and Risk Management

Corporate Governance – A review of all policies should take place regularly to ensure that the policies remain relevant. A schedule has been developed and work on this project is currently on track. This risk is assessed as low/medium.

13. Performance Measures

That the policies be reviewed in accordance with the review schedule.

14. Project Management

The Manager Governance has carriage of this review.

Section: 3.1.1 – Engineering Services – Transport

Subject : Abandoned Vehicles

Description: This document describes Council’s Policy towards the removal of abandoned vehicles.

Objectives:

- To ensure all abandoned vehicles are removed expediently.
- To ensure all abandoned vehicles that are causing an obstruction to traffic (vehicles or pedestrians) or is likely to be a danger to the public is immediately impounded.

Policy:

Policy Statement:

Council will order the removal of abandoned vehicles from roads or public places where such vehicles are considered to be abandoned in accordance with the Impounding Act 1993, Section 16, which states:

1. An impounding officer must make all reasonable inquiries in an effort to find out the name and address of the owner of a motor vehicle before the officer impounds the vehicle.
2. If the impounding officer’s inquiries fail to reveal the name and address of the owner, the officer may proceed to impound the vehicle.
3. If the impounding officer’s inquiries do reveal the name and address of the owner, the officer is not to impound the vehicle until notice of the proposed impounding has been given to the owner and the period specified in the notice has elapsed.
4. The notice to the owner must be in writing addressed to the owner and must indicate that the vehicle may be impounded unless it is removed within a specified period (not less than 3 days) and may be destroyed if its value is less than \$500 (or such other amount as may be prescribed under section 18).
5. A motor vehicle may be impounded immediately (without following the procedures in this section) if the vehicle is in a public place and the impounding officer is satisfied on reasonable grounds that its immediate removal is justified because it is causing an obstruction to traffic (vehicular or pedestrian) or is likely to be a danger to the public.

Note. Section 43 provides of the Impounding Act 1993 provides for assistance in finding out who the owner of a motor vehicle is. See section 49 for the ways in which notice can be given to the owner of a vehicle.

Exemptions: Nil

Other Matters: Nil

Responsibility: **Councillors** are responsible for adopting the Policy and ensuring that appropriate resources are allocated.

The **General Manager** has the responsibility to authorise the Policy.

Directors and Managers are responsible for reviewing, updating and enforcing the Policy.

Employees are responsible for following the Policy.

Related Documents:

- Impounding Act 1993

Review: This Policy will be reviewed as necessary or at least every four (4) years from date of adoption.

Last review: October 2013

Reviewer: Director of Engineering Services

Resolution # 265/97, 94/05 (March 2005), 419/09 (September 2009), 249/13 (August 2013)

Authorised by:

General Manager

.....

Date

- Section:** 5.1.1 - Health and Building/Public Order and Safety
- Subject :** Backyard Burning
- Description:** This document describes Council's policy towards backyard burning.
- Objectives:** To implement provisions to better control backyard burning in the Uralla Shire.

Policy:

Overview:

- Home incinerators are prohibited in urban areas.
- Total prohibition of burning items that will pollute including tyres, coated wire, solvent containers and residues, paint containers and residues and treated timber – copper chromium arsenate (CCA) and pentachlorophenol (PCP).
- A general obligation for any person to prevent or minimise pollution when burning.

Policy Statement:

Council adopts the *Protection of the Environment Operations (Clean Air) Regulation 2010*. The Regulation is designed to prevent air pollution from air borne particulates and chemicals and eliminate localised nuisance caused by smoke and odour generated by inefficient backyard burning off.

- Exemptions:** This policy allows Council to prohibit burning of vegetation with the following exceptions:
- As part of an agricultural operation, prunings, thinnings, diseased plant material or any other legitimate agricultural activity.
 - Cooking and barbequing.
 - Training in methods of fire fighting by an appropriate person.
 - In a licensed incinerator meeting specified requirements.

Other Matters: *Health and Other Issues*

Note: There are provisions in the *Protection of the Environment Operations Act 1997* that enable Council's authorised officers to require extinguishment of any fire, which the officer can confirm is causing a serious risk to the health of any person. A similar provision applies where it can be confirmed that a fire is not conducted in such a manner as to minimise air pollution.

This Policy does not relate to the safety aspects of burning off – this is covered by the *Rural Fires Act 1997*.

Penalties

Council authorised officers and Department of Environment Climate Change and Water officers, are empowered to serve penalty infringement notices where it can be established there has been a breach of the *Protection of the Environment Operations (Clean Air) Regulation 2010*. Penalties are set by the *Protection of the Environment Operations (General) Regulation 2009*.

- Responsibility:** **Councillors** are responsible for adopting the Policy and ensuring that appropriate resources are allocated.

The **General Manager** is responsible for authorising the Policy.

Directors and Managers are responsible for reviewing, updating and implementing the Policy.

Employees are responsible for following the Policy.

Review: This Policy will be reviewed as necessary or every four (4) years from date of adoption.

Last review: October 2013

Reviewer: Manager of Planning

Resolution # 475/01, 94/05 (March 2005), 249/13 (August 2013)

Authorised by:
General Manager Date

Section: 5.1.2 : Health and Building/ Public Order and Safety : Health and Building

Subject : CEMETERIES

Description: This policy deals with interment within the Uralla Shire local government area.

Objectives:

- To ensure that all interments within the Shire are carried out officially and expediently.
- To ensure appropriate recordkeeping.

Policy:

Overview:

This Policy deals with the interment process of all burials or ashes placement within Uralla Shire. Specific policy is required for the Lawn, Niche Wall, Niche Garden, Private Cemeteries, Monuments, Administration and Schedule of Fees to provide guidelines for staff. This policy complements but does not override all relevant legislation regarding cemetery management.

Policy Statement:

Council requires adherence to all procedures before and after all interments.

Undertakers are required to check with Council on reservation, plot right or unused plot/niche before the plot is excavated or niche filled. An application for permit to bury is to be lodged with Council prior to the interment and is to contain full details of the deceased, Doctor's or Coroner's certificate, section, plot/niche and any interment requirements requested.

Individual requests can be applied for to Council for special consideration.

- Lawn Cemeteries

All first interments are to be a minimum 2.00 m deep allowing a second interment in the same plot.

Lawn plots can not be used solely for placement of ashes.

The Uralla Lawn Cemetery is to be non-denominational.

The Bundarra Lawn Cemetery located in the Bundarra Church of England section is non-denominational, a separate Catholic Lawn section is located in the Catholic area.

Plaque dimensions - Standard base and plaque measurements are Base section 660mm w x 490mm h x 65mm height, Plaque tier of 510mm w x 340mm h x 60mm height, and Plaque of 280mm w x 215mm h set into the top tier. The maximum size allowable is 1200mm w x 650mm h with total height not exceeding 175mm.

- Niche Gardens

Each plot within the Niche Garden can be used for up to three lots of ashes.

- Niche Walls

Ashes or plaques can only be placed by council staff or have a staff member present during placement within Council cemeteries.

- Monuments

Maintenance and restoration of monuments are to follow the adopted guide entitled '*Cemetery – conservation of monuments, Uralla Shire Council, August 2013*' as prepared by Mitch McKay, Heritage Consultant.

- Private Cemeteries

Development consent is required to establish a cemetery on privately owned land.

Interment details are required before any interments can occur in a private cemetery. Details of the deceased are to be provided to Council for inclusion into the Private Cemeteries burial records.

- Administration

The Council will keep a register of interments including the name of the deceased, date of death, date of interment, and location of every interment site in the cemetery. The location details shall include the section, block number and plot/niche number of the interment.

The Council will maintain plans that will indicate the locations of each section, block, and plot/niche number.

The Council will keep a register of burial rights which will include the number of burial right, the burial right holders name and address and the date when the burial right was granted.

- Schedule of Fees

Council's cemetery fees and charges are included in the Council's Revenue Policy within the Operational Plan and are reviewed and updated with any necessary changes annually.

Exemptions: Nil

Other Matters: • Nil

Responsibility: **Councillors** are responsible for adopting the Policy and ensuring that appropriate resources are allocated.

The **General Manager** has the responsibility to...

Directors and Managers are responsible for reviewing, updating and enforcing the Policy.

Employees are responsible for following the Policy.

Related Documents:

- Cemetery – conservation of monuments, Uralla Shire Council, August 2013
- Uralla Shire Council Operational Plan
- Interment Procedure

Review: This Policy will be reviewed as necessary or at least every four years from date of adoption.

Date created:

Last review: October 2013

Reviewer: Manager of Planning

Resolution # 265/97; reviewed January 1998:17/98; September 2000: 412/00; March 2005: 94/05; revised September 2009: 419/09; adopted without change August 2013 (249/13).

Authorised by:

General Manager

.....

Date

Subject: DEFERMENT OF CONDITIONS OF DEVELOPMENT CONSENT

Description: This document describes Council's policy over all aspects of Development Consent

Objective: To ensure that staff and developers understand Council's practice concerning deferment of any conditions of consent for development applications

PART 1 – POLICY

1. Council not agree to allow any deferment of any of conditions of consent for development applications to a time after which either the linen plan is signed or release of the Construction Certificate.
2. That Council would only agree to allow such developments to commence operation without having all the works completed if the developer either pays to Council a cash amount to cover the costs of those works (which Council is authorised to use for those works) or provides a bank guarantee along the same lines.

PART 2 – EXEMPTIONS

Nil

PART 3 – CRITERIA

Nil

PART 4 – OTHER MATTERS

The following Policies should also be considered when reading this Policy:

- ◆ Planning - Bonds Management
- ◆ Planning - Landscaping Bonds
- ◆ Relocation of Dwelling Houses (in Council's Local Approval Policies)

Review: This policy is to be reviewed as necessary or every four (4) years in accordance with Section 165, Local Government Act, 1993.

**Resolution No:392/99; Reviewed September 03; March 05:
94/05; Revised September 09; Revised February 2011: 46/11;
Adopted without Change August 2013 (249/13).**

Section: PLANNING

Subject: BONDS MANAGEMENT

Description: This document sets out the manner in which Council will deal with bonds lodged with Council as part of conditions of development consent.

Objectives:

1. To ensure that staff and developers understand Council's practice concerning the administration of the Bonds and to ensure that Council recoups some of the expenses involved with the management of the Bonds.
2. To encourage developers to expedite the work involved with the development application.

PART 1 - POLICY

1. All bond monies received will be deposited in Council's Trust Account.
2. The funds deposited in the Trust Account will share the interest earned in proportion to the balances at the end of each financial year.

PART 2 - EXEMPTIONS

Nil

PART 3 - CRITERIA

Nil

PART 4 - OTHER MATTERS

The following Policies should also be considered when reading this Policy:

- ◆ Planning – Deferment of Conditions of Development Consent
- ◆ Planning - Landscaping Bonds
- ◆ Relocation of Dwelling Houses (in Council's Local Approval Policies)

Review: This policy is to be reviewed as necessary or every four (4) years in accordance with Section 165, Local Government Act, 1993.

Resolution No: 513/96; Reviewed June 1997: 265/97; August 1999: 392/99; Revised March 05: 94/05; Revised September 09: Revised February 2011: 46/11; Adopted without Change August 2013 (249/13).

Subject: LANDSCAPING BONDS

Description: This document outlines when a bond is to be lodged with a development application for landscaping.

To ensure that the landscaping required by Council is finalised.

Objective:

PART 1 - POLICY

1. Council adopted, as a Planning Policy, the lodging of a bond with a Development Application for landscaping as set out in Council's Management Plan:
 - (a) Residential flat/units
 - (b) Light industry/industry
2. The amounts are to be minimum amounts required with the maximum amount being the estimated cost of landscaping. The minimum amount be set by Council in adopting its Revenue Policy and will be increased by CPI on an annual basis.
3. The bond can be by Payment into Council's Trust Account, Deed or Bank Guarantee which is to be set up in such a manner a refund cannot be made without Council's agreement (General Manager's signature).
4. A register is to be set up to record all relevant matters in relation to any bond.
5. A refund or revocation of the bond will not be considered until the end of a two (2) year period, to ensure the consolidation of the initial landscaping establishment and will be subject to final inspection.
6. See also Council's Policy on Bonds Management.

PART 2 - EXEMPTIONS

In rare instances, Council may waive the requirement for a bond. However, this would only be allowed by a resolution of Council, via the Development Assessment Unit after all facts have been considered. In such circumstances, Council will state the reason for waiving the requirement for a bond.

PART 3 - CRITERIA

1. Council considers that flats/units, including urban dual occupancy buildings and industrial developments require some landscaping for them to blend aesthetically with adjacent and surrounding development.
2. The bond needs to be retained until Council is satisfied that suitable landscaping has been established. Once that has occurred, provision has been made to revoke or refund the bond. A start date is to be recorded. The bond will not be refunded until a final inspection has been carried out and all landscaping work has been established in accordance with the approved plan or two years, whichever is the later.
3. Recognition of the need for such flats/units or industrial developments to be landscaped.

PART 4 - OTHER MATTERS

The following Policies should also be considered when reading this Policy:

- ◆ Planning - Bonds Management
- ◆ Planning – Deferment of Conditions of Consent
- ◆ Relocation of Dwelling Houses (in Council’s Local Approval Policies)

Review: This policy is to be reviewed as necessary or every four (4) years in accordance with Section 165, Local Government Act, 1993.
The bond amount to be updated annually at adoption of the Revenue Policy.

Resolution No: 265/97; Reviewed August 1999: 92/99; June 2000: 249/00; Revised March 05: 94/05; Revised September 09: Revised February 2011: 46/11; Adopted without Change August 2013 (249/13).

Subject: DEVELOPMENTS (SMALL) - DISPOSAL OF STORMWATER

Description: This document describes the stormwater disposal methods to be used from a development to a kerb and gutter/channel.

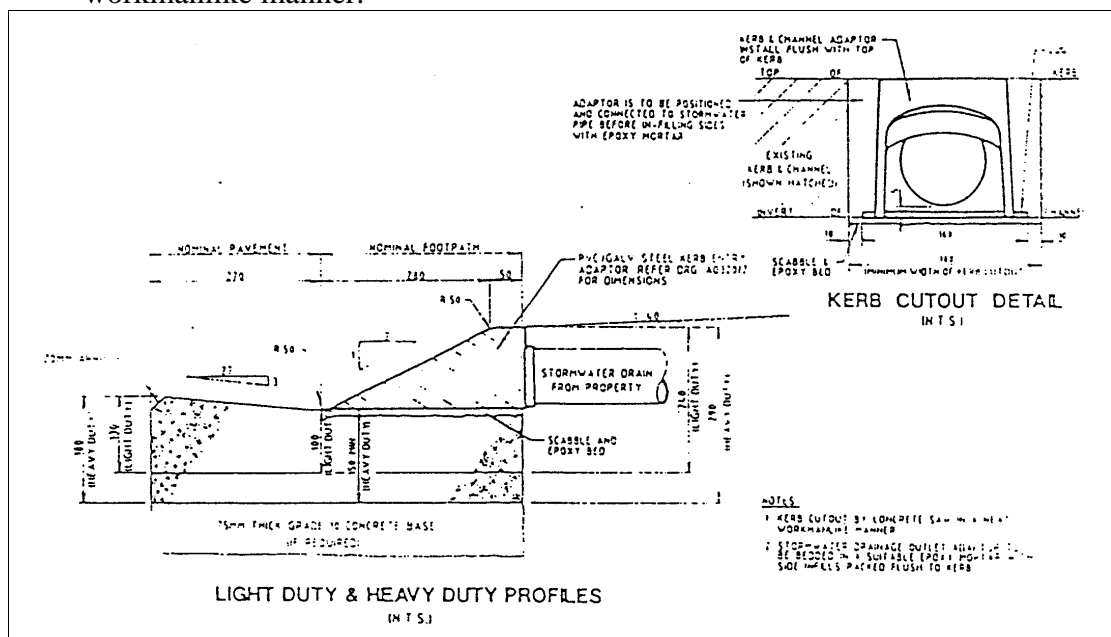
Objective: The objective of this policy is to ensure the proper disposal of stormwater through kerb and gutter/channel and satisfactory restoration of that work.

PART 1 - POLICY

1. This is to ensure that reasonable standards are being adopted by builders/owner builders in the practice of breaking through kerb and gutter/channel when installing a stormwater run-off system from a development to the street.

The following steps are required to be followed:

- (a) The opening in the kerb is to be sawcut.
- (b) A kerb adaptor is to be used which allows maximum cover over the pipe.
- (c) Ensure that the invert of pipe is laid at invert of kerb and channel, again for maximum cover.
- (d) Concrete to be used for patching (not mortar) and is to be finished off in a workmanlike manner.



- (e) No more than two (2) downpipes are to be accommodated in a kerb and channel penetration.
 - (f) Detail of installation
2. This policy will apply to:
- (a) Existing kerb and gutter/channel where adaptors have not been provided.
 - (b) New kerb and gutter/channel. A minimum of two (2) adaptors per lot will be provided in all new works undertaken by either Council or developers.
3. All plans submitted for approval to Council will be required to show both the number and locations of all downpipes.

It will be a requirement to nominate the method of discharge to be used, i.e. kerb and channel, interallotment system or stormwater pits.

Note: All stormwater is to be piped to the kerb and channel wherever possible.

PART 2 - EXEMPTIONS

Nil

PART 3 - CRITERIA

Council must take into account the following criteria in determining whether to approve or not approve an application to dispose of stormwater via kerb and gutter/channel.

- If a sufficient number of outlets are provided to each lot.
- If all works are to be done in a satisfactory manner.
- Stormwater is disposed of in this manner it will not cause a nuisance, damage to road works or other property.
- All stormwater is to be piped to the kerb and channel wherever possible. Take into account such factors as:
 - fall of land
 - no kerb and channel
 - other methods proposed for stormwater disposal.

PART 4 - OTHER MATTERS

Nil

Review: This policy is to be reviewed as necessary or every four years in accordance with Section 165, Local Government Act, 1993.

Resolution No: 265/97; Reviewed June 2000: 249/00; March 05: 94/05; Reviewed September 09: Revised February 2011: 46/11; Adopted without Change August 2013 (249/13).

Subject: **DISPLAYS ON FOOTPATHS**

Description: This document describes Council's Policy regarding displays on footpaths.

Objective: To allow the placing of displays on footpaths whilst:

- (i) Not restricting the public use of the footpath or road;
- (ii) Not endangering the public use of the footpath or road;
- (iii) Not obstructing the footpath or road;
- (iv) Not interfering with the public convenience.

PART 1 - POLICY

1. This Policy applies to those commercial business premises located in Uralla and Bundarra.
2. All displays are to be located in a manner near the property boundary, and clear of all doorways and entrances. No signs or displays are to be located on the kerb that may interfere with the parking of vehicles in front of the applicant's business house during trading hours only.
3. All displays and stands are to be a minimum of 900mm high and maximum of 1,500mm high and 1,000 mm wide and Council will regulate the number, positioning and means of stabilising the structure to avoid movement in high wind. Displays are to be free of sharp or dangerous projections.
4. Displays are to be maintained in a clean and tidy condition.
5. Evidence be provided of currency of a public liability policy, minimum amount \$10,000,000 containing an extension noting the use of street footpaths for displays (on an annual basis). A copy should be provided to Council on an annual basis to ensure insurance currency.
6. The current policy is to clearly cover Council and specified goods advertised
 - all goods to be displayed are to be detailed
 - how the goods are to be displayed
 - the policy indemnifies Council against any claim arising from footpath displays.
7. The implementation of this code will be self-regulatory whereby commercial proprietors will be responsible for compliance with the code.

8. Council may charge a fee to permit a display sign in its annual Revenue Policy and staff may inspect at any time and order any display be removed immediately if the display:
- (i) is restricting, interfering or obstructing the public use of the footpath.
 - (ii) is endangering the public use of the footpath.
 - (iii) becomes unsightly and/or dilapidated.
 - (iv) is not covered by a current or adequate insurance cover or fee payment.

PART 2 - EXEMPTIONS

Nil

PART 3 - CRITERIA

A written application seeking Council's consent for a display on a footpath is required. The application is to contain all of the information as set out above.

PART 4 - OTHER MATTERS

If the application is in accordance with this Policy, it can be dealt with by staff.

Review: This policy is to be reviewed as necessary or every four (4) years in accordance with Section 165, Local Government Act, 1993.

Resolution No: 265/97; Reviewed June 2000: 249/00; March 05: 94/05; Revised September 09: Revised February 2011: 46/11; Adopted without Change August 2013 (249/13).

Subject **GENETICALLY ENGINEERED CROP TRIALS AND COMMERCIAL CROPS IN COUNTRY NSW**

Description: This document describes Council's policy towards genetically engineered crop trials and commercial crops in country NSW

Objectives: To ensure precautionary principles are applied in this environmentally sensitive issue.

PART 1 - POLICY

Council will urge caution in any decisions by the gene technology regulator in relation to any applications received to carry out genetically engineered crop trials and commercial crops in Uralla Shire.

PART 2 - EXEMPTIONS

Nil

PART 3 - CRITERIA

Nil

PART 4 - OTHER MATTERS

Nil

Review: This policy is to be reviewed as necessary or every four (4) years in accordance with Section 165, Local Government Act, 1993.

Resolution No: 401/01; Reviewed October 02: 496/02; March 05: 94/05; Reviewed September 09; Reviewed and Revised February 2011 (45/11); Adopted without Change August 2013 (249/13).



URALLA SHIRE COUNCIL

Hairdressers & Skin Penetration Premises

2013



Hairdressers & Skin Penetration Premises Policy

Section:

Subject : Hairdressers & Skin Penetration Premises

Description: To apply to all hairdressers and skin penetration premises within the Uralla Shire Council area.

- Objectives:**
- To protect public health by ensuring all operators are registered, conduct inspections of premises to ensure compliance with regulations and guidelines, maintain a public register.
 - To encourage hairdressers and skin penetration premises operators to achieve best practice.
 - To regularly monitor skin penetration hygiene practices for compliance with the *Public Health Act 2010* and *Public Health Regulation 2012*.
 - Meet legislative requirements being the *Public Health Act 2010* and *Public Health Regulation 2012*.
 - Ensure community needs and expectations are satisfied.

Policy:

Overview:

This Policy summarises the legislative requirements and applies to all hair dressers and skin penetration premises.

Hairdressing and other body decorating and grooming practices which may or may not deliberately pierce the skin are regulated under legislation but may still be subject to health and planning requirements.

Policy Statement:

Premises conducting skin penetration procedures must be approved, and registered with Council. These premises will be regularly inspected by Environmental Health Officers to ensure that:

1. The premises are maintained in a safe and hygienic condition; and
2. Operators conduct procedures safely to minimise risk to the health of their clients.

The *Public Health Act 2010* and *Public Health Regulation 2012* regulates body decorating and grooming practices that penetrate the skin and are carried out by people who are not registered as health professionals. Skin penetration is an activity that includes any of the following procedures:

- acupuncture
- beauty treatments (ie waxing, electrolysis)
- body piercing
- colonic lavage
- cosmetic enhancement
- body piercing
- tattooing
- nail artistry
- microdermabrasion

Premises not inspected by Council include:

- registered medical practitioners
- dentistry's
- chiropractors

- osteopaths
- dental technicians
- nurses
- optical dispensers, optometrists
- pharmacies
- physiotherapists
- podiatrists
- psychologists
- any procedure carried out by a person under the direction or supervision of such a professional where the procedure is carried out as part of that professional practice.

The *Public Health Act 2010* and *Public Health Regulation 2012* :

1. Specifies procedures to prevent disease transmission;
2. Requires operators to be registered with the local council; and
3. Supports Environmental Health Officer's to carry out hygiene inspections.

Environmental Health Officers have powers to enter premises to:

- Inspect premises
- Inspect equipment
- Ask questions
- Take samples, photos and videos
- Check records

Inspections will be carried out to ensure:

- Potential to spread disease is minimised
- Infection control techniques and procedures are followed
- Premises are clean and fitted out correctly
- Articles and equipment are clean, disinfected, sterilised and appropriate for the procedure
- Single use items are used only once
- Personal Protective Equipment is used
- Records are kept
- Premises are registered with Council

Part of Council's role is to provide advice to hairdressers and skin penetration premises and to follow up on complaints regarding either unhygienic practices, or unclean premises.

Hairdressers and skin penetration premises are to be inspected annually and results of previous inspections to ensure compliance with regulations. Council will take immediate action to address non-compliance. Premises that are found to have breaches may have their inspection frequency increased (this will result in an additional cost of an inspection fee).

In order for Council to undertake a regulatory inspection role, relevant fees and charges are required to be imposed. These are to be considered each year in the review of Council's Operational Plan.

Responsibility: **Councillors** are responsible for adopting the Policy and ensuring that appropriate resources are allocated to inspect and educate hairdressers and skin penetration premises on conducting skin penetration procedures within the Uralla Local Government Area.

The **General Manager** has the responsibility to resource the inspection and education role.

Directors and Managers are responsible for implementing the inspections and provision of education as required.

Employees are to carry out inspections, maintain accurate records,

including inspections, notifications, and fees.

Attachments: Nil

Review: This Policy will be reviewed every two years from date of adoption.

Resolution # Adopted on Thursday, 11 July 2013 by Delegation under Resolution 134/13; Adopted without Change 27 August 2013 (Resolution 249/13).



URALLA SHIRE COUNCIL

Section 149(d) Certificates – Building Certificate Fee

2013



Section 149(d) Certificates – Building Certificate Fee Policy

Section:

Subject : Section 149(d) Certificates – Building certificate Fee

Description: To apply to all Section 149(d) Certificate – Building Certificates issued within the Uralla Shire Council area.

Objectives:

- Apply the fee for building certificates as set out by the *Environmental Planning and Assessment Regulations 2000*.
- To discourage illegal building work.
- Meet legislative requirements being the *Environmental Planning and Assessment Act 1979* or the *Local Government Act 1993*.
- Ensure community needs and expectations are satisfied.

Policy:

Overview:

This Policy provides guidelines for fee implementation for Section 149(d) Certificate known as building certificates.

Issued under Section 149(d) of the *Environmental Planning and Assessment Act 1979*. Commonly known as a Building Certificate, it gives property owners, potential buyers and financial institutions assurance that unapproved built structures on a property are in reasonable repair, structurally sound, and may have an approval but an Occupation certificate has not been issued. The Certificate means that, under the *Environmental Planning and Assessment Act 1979* or the *Local Government Act 1993*, Council will not order or take proceedings for an order to have the building demolished, altered, added to or rebuilt, or to take proceedings in relation to any encroachment by the building onto land under the control of Council, for a period of seven years.

Policy Statement:

A building certificate is a certificate applied for, and issued, under Section 149(d) of the *Environmental Planning and Assessment Act 1979*.

The certificate is usually needed by buyers or sellers of property before settlement to make sure that what is being bought or sold is not going to be the subject of action by the council. It is also commonly applied for when work is undertaken without the appropriate approvals being issued by the council or a private certifier.

For pool safety fencing, a Certificate of Compliance under the *Swimming Pools Act 1992* is the appropriate application to apply for rather than a building certificate.

A building certificate application may be made by:

- a. The owner of the property
- b. Another person, with the consent of the owner of the property.
- c. The purchaser of the property under a contract of sale (including the purchaser's solicitor or agent).
- d. A public authority that has notified the owner of its intention to apply for the certificate.

A building certificate application may be for a part or whole of a building.

As a minimum requirement, a building certificate application must include an original or certified copy of a survey report and plan. The survey report and plan must represent the property and buildings as they exist at the time of lodging the application. Additional information may need to be provided (including building plans, specifications and certificates) as may reasonably be necessary to enable the council to assess the

application.

Building certificate fees are set in the *Environmental Planning & Assessment Regulations 2000*. Single and dual residential properties have a set application fee. The fee for other building types is calculated according to the floor area of the building. The total floor area of the building to be inspected needs to be provided on the application form. Current fees that apply to an application for a building certificate are detailed in Council's Operational Plan.

Additional fees apply where reinspections are required to be carried out by council officer and to applications involving the assessment of unauthorised structures constructed in the previous two years.

In the case of applications involving unauthorised work that was undertaken by the current owner at time of application for the certificate, the additional costs associated with the application is the cost of the current fee of a development application and construction certificate or complying development certificate for the estimated cost of the illegal building work.

Applying for a building certificate does not eliminate the issue of fines that may be imposed for breaches under the *Environmental Planning and Assessment Act 1979* or the *Local Government Act 1993*.

Responsibility: **Councillors** are responsible for adopting the Policy and ensuring that appropriate resources are allocated to issue building certificates as part of the regulatory services within the Uralla Local Government Area.

The **General Manager** has the responsibility to resource the regulatory services operations.

Directors and Managers are responsible for implementing regulatory services operations.

Employees are to carry out inspections, maintain accurate records, including inspections, notifications, and fees.

Attachments: Nil

Review: This Policy will be reviewed every two years from date of adoption.

Resolution # Adopted on Thursday, 11 July 2013 by Delegation under Resolution 143/13; Adopted without Change August 2013 (249/13).

- Subject:** STREET VENDORS
- Description:** This document describes the manner in which Council will deal with applications for street vendors
- Objective:** To ensure that applications for a street vendor's licence can be expedited prior to Council formally considering the application, under certain circumstances.

PART 1 - POLICY

1. That, upon payment of a development application fee for a street vendor's licence, interim approval may be granted by the Director of Engineering Services to any Uralla Shire ratepayer selling seasonal produce, **grown by the vendor**, pending a final decision on the application by the full Council.

PART 2 - EXEMPTIONS

Nil

PART 3 - CRITERIA

1. This concession applies for Uralla Shire ratepayers only.
2. This Policy is aimed to help local ratepayers while also protecting the interests of shopkeepers, pending a final decision on the application by the full Council.

PART 4 - OTHER MATTERS

- Review:** This policy is to be reviewed as necessary or every four (4) years in accordance with Section 165, Local Government Act, 1993.

Resolution No: 265/97; Reviewed September 03; March 05: 94/05; Revised September 09; Adopted without Change August 2013 (249/13).

Subject: THERMAL INSULATION FOR CLASS 1, 2 and 3 BUILDINGS

Description: This document describes Council’s policy regarding the thermal insulation of Class 1, 2 & 3 buildings (residential use).

- Objective:**
- To increase the amenity of dwellings in Uralla Shire and improve the thermal comfort of their occupants;
 - To improve energy efficiency through reduced reliance on artificial heating and cooling FOR THESE CLASSES OF BUILDINGS in the Shire;
 - To reduce consumption of finite energy sources such as fossil fuels;
 - To contribute to a reduction in greenhouse gas emissions created by energy production and use, consistent with national and international protocols;
 - To contribute to a reduction in local wood smoke pollution;
 - To reduce recurrent costs of energy use for residents and energy supply authorities.

PART 1 - POLICY

This policy applies to all new Class 1, 2 and 3 buildings which includes residential sections and additions. In this Policy “R-value” means the thermal resistance or insulating effect of an insulation material measured in m²K/W.

Provision of thermal insulation

Minimum insulation levels/thermal resistance

For all new floor space, the following minimum levels of thermal insulation shall be provided in addition to the other materials used in construction of the building:

ELEMENT	MINIMUM R-VALUE
Roof or ceiling	R 3.5
External walls - cavity brick <i>OR</i>	R 1.5
External walls - brick veneer, weatherboard or the like	R 2
Suspended floors	R 1.0

Notes

- *Higher levels of insulation are recommended where central heating or mechanical cooling is installed.*
- *The Policy assumes that uninsulated construction has an R-value of 0.5.*
- *See over for exemptions from these requirements.*

PART 2 - EXEMPTIONS

This Policy does not apply to the following types of construction:

- (i) windows, vents and other similar openings in walls, roofs and ceilings;
- (ii) a garage forming part of a Class 1, 2 or 3 building which is separated from the habitable rooms of the building by a wall complying with the requirements for an external wall in the above Table;
- (iii) a building material used in the construction of an external wall, roof or ceiling of a dwelling which meets the relevant standard (above table) plus an additional R-value of 0.5 (for example certain forms of aerated concrete construction). *Allowances will also be made for building materials which provide a partial compliance with the standards in the above table;*
- (iv) walls or ceiling/roof areas of manufactured or relocated homes which are not readily accessible for the purpose of installing insulation.

PART 3 - CRITERIA

Council must take into account the following criteria in determining whether to approve or not approve an application.

Fire resistance - Building Code of Australia

When tested in accordance with Australian Standards 1530.2 & 3, thermal insulation materials must meet the following requirements, derived from Specifications C1.9 and C1.10 of the Building Code of Australia at the date of printing*:

CLASS OF BUILDING	SPREAD OF FLAME INDEX 1530.3	SMOKE DEVELOPED INDEX 1530.3	FLAMMABILITY INDEX 1530.2
1	N/A	N/A	≤5 (Spec. C1.8, C1.9)
2 & 3 for general areas	N/A	N/A	≤5 (Spec C1.10, C1.2(a))
2 & 3 for fire isolated exits	N/A	N/A	0 (Spec C1.10, C1.3(b))

Other insulation materials

CLASS OF BUILDING	SPREAD OF FLAME INDEX 1530.3	SMOKE DEVELOPED INDEX 1530.3	FLAMMABILITY INDEX 1530.2
1	N/A	N/A	N/A
2 & 3 for general areas	≤ 9 (Spec C1.10, C1.2(b))	≤ 8 (where SFI >5)	N/A
2 & 3 for fire isolated exits	0 (Spec C1.10, C1.3(a))	≤ 2	N/A
2 & 3 for public corridors leading to a fire isolated exit	0 (Spec C1.10, C1.4(a))	≤ 5	N/A

* Council will endeavour to keep this Policy updated to reflect future changes in the Building Code of Australia. However, where any discrepancy between this Policy and the Building Code of Australia is evident, the Building Code of Australia shall take precedence.

PART 4 - OTHER MATTERS

Notes

Installation

The installation of thermal insulation materials should be carried out in accordance with Australian Standards 1904 for reflective foil laminates and Australian Standards 3999 for batts, blankets, rigid boards and loose fill materials.

Australian Standard Compliance

Australian Standards have been published for various types of insulation materials.

Council holds copies of these for your perusal. You should also ask your chosen supplier about quality control testing for particular products.

Evidence of Compliance with Policy

Council will accept a compliance certificate provided by the installer as evidence of the use of adequate insulation in buildings subject to this policy. Compliance will also be subject to periodic audits during routine building inspections by council staff.

Review: This policy is to be reviewed as necessary or every four years in accordance with Section 165, Local Government Act 1993.

Resolution No: 350/97; Reviewed September 03: 452/03; March 05: 94/05; Revised September 09; Adopted without Change August 2013 (249/13).

Department: Infrastructure & Development
Prepared by: *Manager of Development and Planning*
TRIM Reference: UINT/21/8205
Attachments:

- UI/21/3990 1. Development Application
- UI/21/3988 2. Site Plan
- UI/21/3989 3. Cabana plans
- UI/21/3987 4. Redacted objection
- UINT/21/8350 5. Development Assessment Report

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal: 2.1 An attractive environment for business, tourism and industry
Strategy: 2.1.4 Implement tools to simplify development processes and encourage quality commercial, industrial, and residential development
Activity: 2.1.4.1 Process building and development application
Action: 2.1.4.1.1 Assess and determine development, construction, and other regulatory applications

NOTE TO COUNCILLORS:

In accordance with the provisions of S375A of the *Local Government Act 1993*, a Division is to be called whenever a motion for a planning decision is put to the meeting, for the purpose of recording voting on planning matters.

1. SUMMARY:

Proposal: Construction of pool cabana
Property description: Lot 12DP 1271316 - Assessment 8194
Applicant: Belinda Banister
Owners: Belinda Banister
Zoning: R5 Large Lot Residential
Date received: 5 May 2021
Public notification or exhibition: Yes
Notification period 25 May 2021 – 10 June 2021
Number of submissions One

RECOMMENDATION:

- i. That Council approve the Development Application 30/2021 for a pool cabana at 73 Macleay Way Saumarez Ponds (Lot 2 DP 1271316) subject to the following conditions of consent:

PRESCRIBED CONDITIONS (under Environmental Planning and Assessment Regulation 2000)

Compliance with National Construction Code & insurance requirements under the Home Building Act 1989

Please Note: A reference to the National Construction Code is a reference to that Code as in force on the date the application is made for the relevant:

- (a) development consent, in the case of a temporary structure that is an entertainment venue, or
- (b) construction certificate, in every other case.

1. The work must be carried out in accordance with the requirements of the *National Construction Code*.
2. In the case of residential building work for which the *Home Building Act 1989* requires there to be a contract of insurance in force in accordance with Part 6 of that Act, that such a contract of insurance must be entered into and be in force before any building work authorised to be carried out by the certificate commences.
3. For a temporary structure that is used as an entertainment venue, the temporary structure must comply with Part B1 and NSW H102 of Volume One of the *National Construction Code*.

Erection of signs

Please Note: This does not apply in relation to:

- (a) building work, subdivision work or demolition work that is carried out inside an existing building, which does not affect the external walls of the building development consent, in the case of a temporary structure that is an entertainment venue, or
- (b) Crown building work that is certified, in accordance with section 116G of the Act, to comply with the technical provisions of the State's building laws.
- (c) a complying development certificate issued before 1 July 2004 only if the building work, subdivision work or demolition work involved had not been commenced by that date.

4. A sign must be erected in a prominent position on any site on which building work, subdivision work or demolition work is being carried out:
 - (a) showing the name, address and telephone number of the principal certifier for the work, and
 - (b) showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and
 - (c) stating that unauthorised entry to the site is prohibited.
5. Any such sign is to be maintained while the building work, subdivision work or demolition work is being carried out, but must be removed when the work has been completed.

Notification of *Home Building Act 1989* requirements

Please Note: *This does not apply in relation to Crown building work that is certified, in accordance with section 116G of the Act, to comply with the technical provisions of the State's building laws.*

6. Residential building work within the meaning of the *Home Building Act 1989* must not be carried out unless the principal certifier for the development to which the work relates (not being the council) has given the council written notice of the following information:
 - (a) in the case of work for which a principal contractor is required to be appointed:
 - (i) the name and licence number of the principal contractor, and
 - (ii) the name of the insurer by which the work is insured under Part 6 of that Act,
 - (b) in the case of work to be done by an owner-builder:
 - (i) the name of the owner-builder, and
 - (ii) if the owner-builder is required to hold an owner-builder permit under that Act, the number of the relevant owner-builder permit.
7. If arrangements for doing the residential building work are changed while the work is in progress so that the information notified under the above becomes out of date, further work must not be carried out unless the principal certifier for the development to which the work relates (not being the council) has given the council written notice of the updated information.

GENERAL CONDITIONS

8. 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.

9. The owner of the property is to ensure that any structure is installed:
 - (a) to meet the setback requirements of the approved plans,
 - (b) to be located within the confines of the lot, and;
 - (c) so that it does not interfere with any easements or covenants upon the land.

Reason: To avoid any structures being erected in a location where it would be inappropriate.

10. The structure is to be inspected at the following stages of construction:

- before the pouring of footings**
- before covering drainage (under hydrostatic test)
- before pouring any reinforced concrete structure **
- before covering the framework for any wall, roof or other building element **
- before covering waterproofing in any wet area**
- before covering any stormwater drainage connections
- when the building work is completed and all conditions of consent have been addressed**

** denotes a critical stage inspection (a mandatory inspection under Section 6.5 of the EP&A Act 1979). Please note that an Occupation Certificate cannot be issued for a *development where a critical stage or other nominated inspection has not been carried out.

Council has limited capacity for inspections, which may only be on specific days. Please contact Council well in advance to arrange an inspection.

*All sewer and drainage works associated with the approval are to comply with the requirements of AS 3500 and completed only by a licensed plumber and drainer

Reason: To ensure compliance with appropriate standards.

11. A Construction Certificate must be obtained from a Certifier before work commences.

Reason: To ensure compliance with Cl.146 of the Environmental Planning and Assessment Regulation 2000.

12. Occupancy of the building is not to take place until the Principal Certifier (PC) has carried out a final inspection and an Occupation Certificate issued.

Reason: To ensure compliance with the Environmental Planning and Assessment Act 1979 and to restrict the use of the premises until the terms of the Development Consent have been complied with so as to ensure the health and safety of occupants of the building.

13. Roof water is to be disposed in a manner that does not cause a nuisance for neighbouring properties, by one of the following methods:

- (a) By piping 3.0 metres clear of any building to a rubble pit.
- (b) By piping to a rainwater tank and then via the overflow to a rubble pit 3.0 metres clear of any building.

Reason: To alleviate any potential stormwater problems with respect to the buildings on the allotment or adjoining allotments.

14. The responsible person for plumbing and drainage work must ensure that the responsible person has given Council a notice of work in an approved form that specifies the work to be carried out and the responsible person for the work.

The notice of work must be provided no later than 20 business days before the work concerned is carried out in the case of work that involves a proposed alternative solution, or no later than 2 business days before the work concerned is carried out in any other case.

Reason: Statutory requirement.

15. The responsible person for plumbing and drainage work must provide Council, and the person for whom the work is carried out, with a certificate of compliance within 2 business days after the work is completed.

Reason: Statutory requirement.

Note: A certificate of compliance is a written document, in an approved form, that certifies that the plumbing and drainage work to which it relates is code compliant.

16. On completion of plumbing and drainage work that consists of or includes carrying out work on a sanitary drainage system, the responsible person for the work must supply a plan of the work, in the approved form, to the following persons:

- a) The owner of the land or the owner's agent,
- b) The Council.

Reason: Statutory requirement.

17. CONDITIONS TO BE COMPLETED PRIOR TO CONSTRUCTION COMMENCING

18. The owner/s of the property are to give Council written notice of the intention to commence works and the appointment of a Principal Certifier (if the PC is not Council) at least two days before the proposed date of commencement.

Reason: To ensure compliance with the Environmental Planning and Assessment Regulation 2000

19. CONDITIONS TO BE COMPLIED WITH DURING CONSTRUCTION

20. The owner of the property is to ensure that any building is constructed:

- (a) to meet the setback requirements of the approved plans,
- (b) to be located within the confines of the lot, and;
- (c) so that it does not interfere with any easements or covenants upon the land.

Reason: To avoid any buildings being erected in a location where it would be inappropriate.

21. The applicant shall ensure that noise pollution is minimised during the course of construction. The use of power tools and/or similar noise producing activities shall be limited to the following hours:-

Monday to Saturday 7.00 AM to 5.00 PM

Sunday & public Holidays No construction activities are to take place.

Reason: To ensure that public amenity is not unduly affected by noise.

22. All works are to be executed in a good and workmanlike manner and all materials are to be installed as per manufacturers' instructions and any applicable Australian Standards.

Reason: To ensure that the building work is completed in accordance with the approval and is in a safe and healthy condition for use by occupants.

23. A copy of the approved and certified plans, specifications and documents incorporating conditions of approval and certification shall be kept on the Subject Site at all times and shall be readily available for perusal by any officer of Council or the PCA.

Reason: To ensure compliance with approved plans.

REPORT:

2. Council approved Complying Development Certificate (CDC) for a swimming pool with associated pump housing 21/2020 on 8 October 2020. The pump housing is significantly larger than would normally be expected; however, no development standards apply for such a structure under a CDC approval and such an approval is not a merit assessment. The pump housing is also circa one metre from the property boundary, which is permissible under a CDC.
3. Council received Development Application 30/2021 for a pool cabana on 5 May 2021. See attachments 1-3. The previously approved pump housing under CDC-21/2020 forms part of the proposed cabana.
4. One objection was received during the notification period from a neighbour who also owns the vacant block which separates the two properties. See attachment 4. The issues raised are addressed in the table below:

Issue raised	Comment
Setback	The existing pump housing structure which would form the closest part of the cabana to the boundary has been legally constructed under complying development. In this context there is no apparent benefit in refusing the application on the basis of setback.
Privacy impacts	As the structure is non-habitable and any new development on the neighbouring undeveloped lot would have to comply with development standards for setbacks, privacy impacts are considered negligible.
Stormwater drainage	Stormwater drainage has been addressed through the recommended conditions of consent.
Eyesore	This is subjective, and the cabana has been legally constructed.
Pump housing constructed without consent	The existing pump housing structure formed part of a complying development approval from Council, noting that State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 is silent on development standards for pool pump housings.

5. Annotated aerial image of the proposed site:



6. Image of existing pump enclosure:



7. The development assessment report is at attachment 5.
8. It is reasonable to suggest that the pump enclosure is much larger than would normally be expected, however, as previously noted, no development standards apply to these ancillary structures under the provisions of State Environmental Planning Policy (Exempt and Complying Development Codes) 2008. The applicant has advised that it was constructed to this size to accommodate the two large pumps, as well as store pool chemicals and pool toys.
9. As State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 prevails to the extent of any inconsistency with the Uralla Development Control Plan 2011(DCP), there is no opportunity to regulate the form or siting of the pump housing.
10. Council could refuse the application for the cabana and require the applicant to locate a separate structure a minimum of 15 metres from the property boundary as per the DCP provisions; however, given the applicant has already legally constructed the pump housing between the proposed cabana site and the property boundary, it is suggested that it is reasonable and appropriate to approve the application.

CONCLUSION:

11. It is recommended that Council provide a relaxation of the DCP setback provisions and approve Development Application 30/2021.

COUNCIL IMPLICATIONS:

12. Community Engagement/ Communication

Nil

13. Policy and Regulation

A relaxation of the DCP setback provisions is required to approve the application.

14. Financial /Long Term Financial Plan

Nil

15. Asset Management / Asset Management Strategy

Nil

16. Workforce / Workforce Management Strategy

Nil

17. Legal and Risk Management

18. The development application has followed due process.

19. Performance Measures

Nil

20. Project Management

Nil



Uralla Shire Council

Development Activity Application

Development Consent
Please complete Sections A, B and D

Construction Certificate
Please complete Sections A,C, D and E

Section 68 Certificate
Please complete Sections A and F

Subdivision Certificate
Please complete Section A and E

Complying Development Certificate
Please complete section A, B, D and E
Please choose which CDC assessment you require below

Application for Occupation Certificate
Please complete Section A

CDC Assessment under General Housing Code

CDC Assessment under Rural Housing Code

CDC Assessment under General Development Code

CDC Assessment under Commercial & Industrial Code

CDC Assessment under Subdivision Code

CDC Assessment under Demolition Code

Council encourages intending applicants to discuss development proposals prior to formal lodgement. Should you wish to discuss your proposal, please contact Council to arrange an appointment with the relevant regulatory officer.

Section A – PROPERTY DETAILS, APPLICANT & OWNERSHIP

Description of proposal: Cabana

Estimated commercial value of proposal: \$ 5000

Please Note: All labour and materials and site works are to be included

S:\Technical Services Department\Applications\Development Activity Application - March 2018.doc

Property Address

Street Address: 73 Macleay Way Locality: Sawmarz Ponds

Lot and DP, Portion, or Section: DP=1128912 lot 6.

Applicant

Name/s: Belinda Barister

Postal Address: 73 Macleay Way Sawmarz Ponds NSW 2350

Email Address: [REDACTED]

Daytime contact (phone, mobile and / or fax): [REDACTED]

Signature: [REDACTED] Date: 3/5/21

Owner

Name/s: Belinda Barister.

Postal Address: A/A

Email Address: A/A

Daytime contact (phone, mobile and / or fax): A/A Date: _____

Owner's consent (ALL OWNERS MUST SIGN) _____ company seal to accompany application if not owned by an individual

As the owner/s of the above property, I/we consent to the lodgement of this application. I/we permit officers of Council to enter the land to carry out inspections as required for the assessment of this application and will provide access where required.

Name Belinda Jayne Barister Name _____

Signature [REDACTED] Signature _____

Building work to be carried out by:

OWNER BUILDER – permit no. _____

LICENCED BUILDER – name. _____

Postal Address: _____

Email Address: _____

Daytime contact (phone, mobile and / or fax): _____ Licence No: _____

Will you be carrying out work on the road reserve (ie. constructing a new driveway) YES NO

Section B – DEVELOPMENT DETAILS

Development Type new building/s or additions/alterations to existing building/s subdivision of land
 change of use of land/building other

Current use of site Residential House.

For Commercial/Industrial development - proposed hours of operation _____

For Subdivision: number of lots to be created _____

For Subdivision: is a new road to be created? YES NO

What type of consent is sought? Immediate commencement Deferred commencement Staged consent

Integrated Development

Your development is Integrated Development if it:

- Is within 40m of a creek, river or foreshore
- Involves dredging or reclamation in a waterway
- Affects the quality of water flowing into a creek, river or waterway
- Is adjacent to a main road
- Includes the building of a dam, weir or levee
- Draws water from a creek or river
- Relates to a Heritage item or Heritage Conservation area
- Relates to an Aboriginal Place or Relic
- Relates to scheduled premises or scheduled equipment under the provisions of the Clean Air Act, 1961 or the Noise Control Act, 1975
- Is located on land has previously been used for agricultural or industrial purposes and may be contaminated

Is the proposal Integrated Development?

YES

NO

Note : An integrated development application will need to be referred to the relevant State Government body, and payment of the statutory \$320 fee per referral is required at the time of lodgement of the application. All cheques are to be made out to the referral body/bodies (Council will arrange for the application to be forwarded).

Designated Development

Your development is Designated Development if it includes:

- Agricultural produce industries
- Electricity generating stations
- Aircraft facilities
- Extractive industries
- Aquaculture
- Limestone mines and works
- Artificial waterbodies
- Livestock intensive industries
- Bitumen pre-mix and hot-mix industries
- Livestock processing industries
- Breweries and distilleries
- Cement works
- Ceramic and glass industries
- Mineral processing or metallurgical works
- Chemical industries
- Mines
- Chemical storage facilities
- Paper pulp or pulp products industries
- Coal mines
- Petroleum works
- Coal works
- Railway freight terminals
- Non-domestic composting facilities
- Non-domestic sewerage facilities
- Concrete works
- Shipping facilities
- Contaminated soil treatment works
- Turf farms
- Crushing, grinding or separating works
- Waste management facilities or works
- Drum or container reconditioning works
- Wood or timber milling or processing works
- Wood preservation works

Is the proposal Designated Development?

YES

NO

Statement of Environment Effects

Legislation – In accordance with Schedule 1 of the *Environmental Planning and Assessment Regulation 2000* a development application must be accompanied by a Statement of Environmental Effects (except for designated development which is accompanied by an Environment Impact Statement).

Qualifier – This *Statement of Environmental Effects Template* has been produced to assist applicants identify the environmental impacts of a development and the steps to be taken to protect the environment or lessen the expected harm. The template is suitable for minor impact development such as dwellings, alterations & additions, outbuildings, small scale commercial & industrial developments and minor subdivisions. It may be necessary for Council to request additional information depending on the nature and impacts of a proposal. Larger scale developments should be accompanied by a detailed and specific Statement of Environmental Effects. For further information in this regard please seek specific advice from Council's Planner.

(When completing template is any potential environmental impact is identified please provide additional comment – if necessary attach additional information).

DESCRIPTION OF THE DEVELOPMENT

(Should include where applicable physical description of building, proposed building materials, nominated colour scheme, nature of use, details of any demolition etc).

The Cabana will be built where there is currently grass. The structure will be steel posts and colour band roof - same as house. Plans attached. Private use and to provide shade near pool - The floor will be decking which will allow for drainage. Roof will be connected to existing water tanks to allow for additional rain catchment. There are currently no trees within the build vicinity.

DESCRIPTION OF THE SITE

(Describe the physical features such as shape, slope, vegetation, any waterways. Also describe the current use/s on the site).

Comments: *Relatively flat land on 9 acres. No current trees on site. No waterways running through "house" block.*

CONTEXT AND SETTING

Will the development:

- Be visually prominent in the surrounding area? YES NO
- Be inconsistent with the existing streetscape or Council's setback policies? YES NO
- Be out of character with the surrounding area? YES NO

Comments: *Will see a small portion of the cabana roof from the street (set back approx 80m).*

ACCESS/TRAFFIC & UTILITIES

(Note 1 dwelling = approx. 10 vehicle movements per day)

- Is legal and practical access available to the development? YES NO
- Will development increase local traffic movements / volumes? YES NO
If Yes, by how much?.....
- Are additional access points to road network required? YES NO
- Has Vehicle maneuvering and onsite parking been assessed in the design? YES NO
- Is power, water, electricity, sewer and telecommunications services readily available to the site? YES NO

Comments: *no increase in traffic - private use only*

ENVIRONMENTAL IMPACTS

- Is the development likely to result in any form of air pollution?(smoke, dust, odour etc.) YES NO
- Does the development have the potential to result in any form of water pollution? YES NO
- Will the development have any noise impacts above background noise levels? YES NO

- Does the development involve any significant excavation or filling? YES NO
- Could the development cause erosion or sediment run-off, including over the construction period? YES NO
- Is there any likelihood in the development resulting in soil contamination? YES NO
- Is the development likely to disturb any aboriginal artifacts or relics? YES NO

Comments:.....

FLORA AND FAUNA IMPACTS

(For further information on threatened species, see www.threatenedspecies.environment.nsw.gov.au)

- Will the development result in the removal of any native vegetation from the site? YES NO
- Is the development likely to have any impact on threatened species or endangered ecological communities? YES NO

(If the answer is yes to either of the above questions it may be necessary to have a formal seven-part test completed to assess the impact on threatened species – applicants are encouraged to consult Council).

Comments:.....

NATURAL HAZARDS

Is the development site subject to any of the following natural hazards:

- Bushfire Prone? Landslip? Flooding?

(Note if the site is identified as Bushfire Prone it will be necessary to address the Planning for Bushfire Protection Guidelines and in the case of subdivision the development will be integrated. For further information please consult the NSW Rural Fire Services web site www.rfs.nsw.gov.au.)

Comments: *N/A.*

WASTE DISPOSAL

- How will effluent be disposed of? To Sewer Onsite
- Will liquid trade waste be discharged to Council's sewer? YES NO
- How will stormwater (from roof and hard standing) be disposed of:
 Street Drainage System Other (if other provide details)

Comments: *rainwater tank.*

SOCIAL AND ECONOMIC IMPACTS

- Will the proposal have any economical consequences in the area? YES NO
- Will the proposal affect the amenity of surrounding residences by overshadowing, loss of privacy, increased noise or vibration? YES NO
- Is the development situated in a heritage area or likely to have an impact on any heritage item or item of cultural significance? YES NO

Comments:.....

OPERATIONAL AND MANAGEMENT DETAILS

(This section is only relevant to commercial / Industrial / public buildings and other non-residential uses)

Please attach a separate statement to this form addressing the following matters:

- Description of Operation
- Hours and days of operation
- Numbers of staff
- Maximum expected no. of customers
- Description of production process
- Nature of any waste generated
- Method / timing / frequency of deliveries (loading and unloading)
- Type and quality of goods handled including any hazardous substances
- Provision for disabled access and facilities

If you answer YES to any of the following questions, you may be required to provide an Environmental Impact Statement which has prepared by an appropriately-qualified professional

- Is the land (or part of the land) considered to be 'critical habitat'? YES NO
- Is the development likely to significantly affect threatened species, populations or ecological communities, or their habitats? YES NO
- Will there be stormwater discharges into a natural drainage system? YES NO
- Will fumes, steam, smoke or dust be emitted from the development? YES NO
- Will the existing vegetation be removed? YES NO
- Will the development be visually prominent? YES NO
- Is the site affected by environmental constraints, eg. bushfire, flooding, contamination, landslip, slope exceeding 18 degrees from the horizontal and natural drainage courses? YES NO
- Will the proposal and associated machinery emit noise? YES NO
- Will the development result in increased traffic in the area? YES NO

Section C – COMPLYING DEVELOPMENT and CONSTRUCTION CERTIFICATES

Complying Development -

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Dwelling (incl. alterations and additions) | <input type="checkbox"/> Bed and Breakfast accommodation | <input type="checkbox"/> Swimming pool |
| <input type="checkbox"/> Class 10 building (shed, carport, etc) | <input type="checkbox"/> Commercial/retail | <input type="checkbox"/> Telecommunications |
| <input type="checkbox"/> Industrial | | |

Construction Certificate

- building work – BCA class of building _____
 subdivision work

Development Consent No. _____

Date of Consent _____

BASIX Certificate

The Building Sustainability Index (BASIX) is a web-based planning tool designed to assess the potential performance of residential buildings against a range of sustainability indices. A BASIX Certificate identifies the sustainability features required to be incorporated in the building design. These features may include sustainable design elements such as recycled water, rainwater tanks, AAA-rated showerheads and taps, native landscaping, heat pump or solar water heaters, gas space heaters, roof eaves/awnings and wall/ceiling insulation.

You need a BASIX Certificate in Walcha, Uralla, Guyra and Armidale Dumaresq Council areas when BASIX applies to the type of development for which you require approval. Commencement dates and details of types of development are at www.basix.nsw.gov.au

The applicant is required to submit the BASIX Certificate with the Development Application or Complying Development Certificate application. The plans and specifications must also identify the BASIX commitments which will be checked by a professional building certifier during construction. Where submitted plans or specifications are inconsistent with the relevant BASIX Certificate, Council should require applicants to submit consistent applications before progressing the assessment process, either by amending plans / specifications or by submitting a new BASIX Certificate with commitments that match the rest of the application.

Applicants can generate the BASIX Certificate only on the NSW Department of Infrastructure, Planning and Natural Resources' BASIX website: www.basix.nsw.gov.au. For more information, phone DIPNR's BASIX Help Line on 1300 650 908.

Has a BASIX Certificate been supplied with this application? YES NO

Section D – INFORMATION REQUIRED BY BUREAU OF STATISTICS

Area of land 9 acres.

Current uses of land/buildings Residential home

Gross floor area of existing building (m²) _____

Storeys proposed (incl. underground floors) 1

Floor area of new work (m²) _____

Residential Buildings ONLY:

No. dwellings to be constructed 1

Will a dwelling be attached to new buildings? YES NO

No. pre-existing dwellings on the site 3

Will a new building be attached to other buildings? YES NO

No. dwellings to be demolished 0

Will the site contain a dual occupancy? YES NO

Materials to be used in the construction of the new building(s) *tick all that apply*

- Walls-**
 brick (double)
 brick (veneer)
 concrete/stone
 timber
 steel / aluminium
 other ✓

- Roof-**
 tiles
 steel /aluminium
 other

- Floor-**
 concrete
 timber *decking.*
 other

- Frame-**
 timber
 steel
 other

Section E – PRINCIPAL CERTIFYING AUTHORITY

Do you wish to appoint Council as the Principal Certifying Authority (PCA) for the purpose of undertaking inspections and issuing Occupation and/or Subdivision Certificates?

If you tick YES, you must provide a copy of the Builders Home Warranty insurance or Owner-Builders Permit prior to booking the first inspection. If you tick NO and your proposal includes building or subdivision work, you are advised that building or construction work cannot be commenced until a PCA is appointed.

YES
 NO

If you have nominated Council as the PCA, do you intend to start work within 90 days?

If you tick NO, you will need to provide a separate Commence of Works form at least 2 days prior to booking an inspection.

YES
 NO

Section F – APPROVALS UNDER SECTION 68 LGA 1993

Water, sewage & stormwater	New structures or places of public entertainment	Other activities
<input type="checkbox"/> Water supply work and/or sewerage work in residential areas <input type="checkbox"/> Stormwater drainage work <input type="checkbox"/> Install and operate and onsite sewage management system <input type="checkbox"/> Trade waste	<input type="checkbox"/> Install a manufactured home, moveable dwelling or associated structure <input type="checkbox"/> Install a temporary structure <input type="checkbox"/> Use a building as a place of public entertainment	<input type="checkbox"/> Swing goods across a public road by means of a lift, hoist or tackle projecting over the footway <input type="checkbox"/> Expose or allow to be exposed (whether for sale or otherwise) any article in or on or so as to overhang any part of the road or outside a shop window or doorway abutting the road, or hang an article beneath an awning over the road <input type="checkbox"/> Operate a public car park <input type="checkbox"/> Operate a caravan park, camping ground or manufactured home estate <input type="checkbox"/> Install a wood heater

For water, sewerage & stormwater work in residential areas Please indicate which services you require

- standard 20mm water service standard sewer service
 service to supply multi-occupancy development: number of units _____
 commercial/industrial developments: type of industry _____

Will you be installing hose reels fixed sprinklers a hydrant within your property?

For installation and operation of onsite sewage management systems Please indicate which services you require

Installation Firm/Plumber: _____

Address: _____

Phone: _____ Licence No: _____

WC Flush Capacity: _____ litres Septic Tank Capacity: _____ litres

Collection Well Capacity: _____ litres Aerated Septic Tank Brand: _____ litres

Source of Water Supply: _____

Wastes to be connected: WC and _____

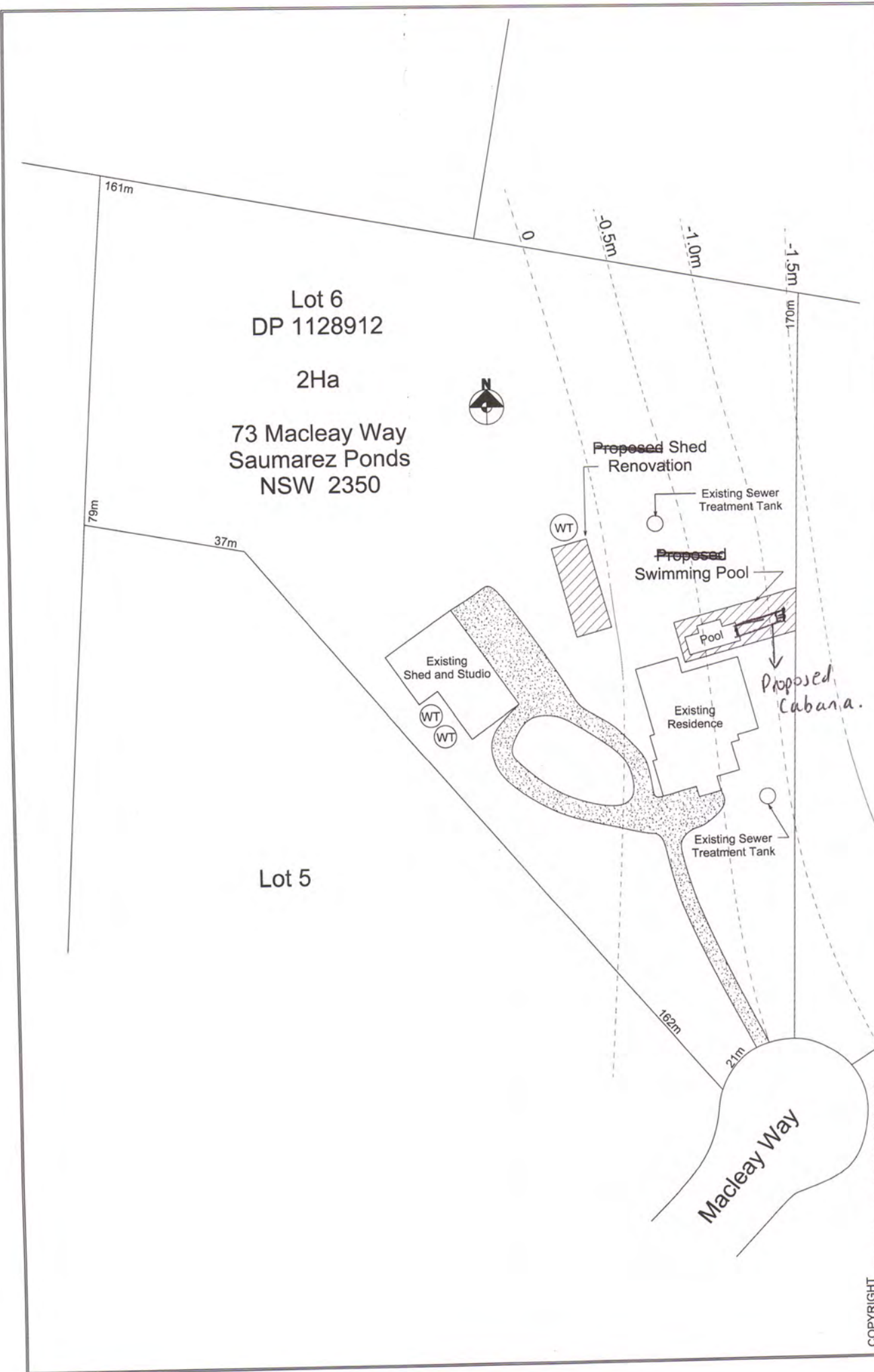
Number of Persons Residing on Premises: _____

Conditions of Installation : Council's water installation will terminate at the meter. The water pipe from the main and the meter remain the property of Council and is the owner's responsibility to protect from damage whilst maintaining reasonable access to the service and meter at all times. Council's sewer service will terminate in a junction/pipe socket. The owner is responsible for the internal service and inspection shaft ("S-Box").

Please note; The fee for each application and depends on the individual nature and the type of intended development. It is suggested that Council be contacted for a fee quote prior to lodgement to ensure that your application is not delayed unnecessarily.

FIGURE 3: AERIAL PHOTO INDICATING BOUNDARIES AFTER ADJUSTMENT
PLATE 1: AERIAL PHOTO INDICATING BOUNDARIES





Lot 6
DP 1128912
2Ha
73 Macleay Way
Saumarez Ponds
NSW 2350

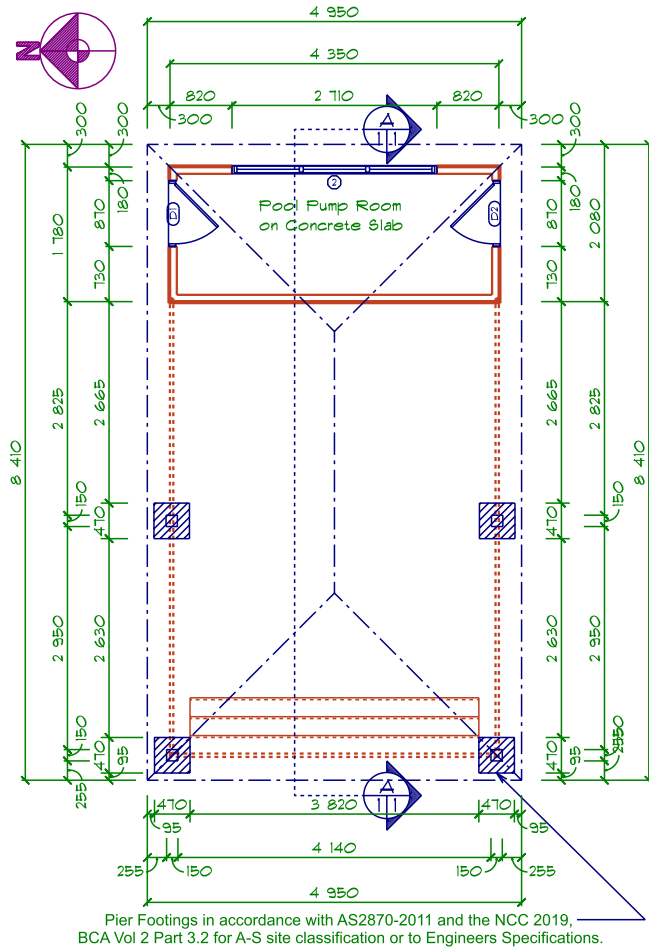
Lot 5



New England Drafting	
PHONE: 0417-303 343	Site Plan
Email: greg@newenglanddrafting.com	SCALE: 1:780
Page No: 4	DRAWN BY: Greg SELBY
Customer: Belinda BANISTER	Site Address: 73 Macleay Way
PH: 0408 146 413	E: belinda@hunterfoans.com.au
Reference No: 2020-004	Pool + Gym
28/06/20	For Client Consideration
24/08/20	For Client Approval
25/08/20	For Submission

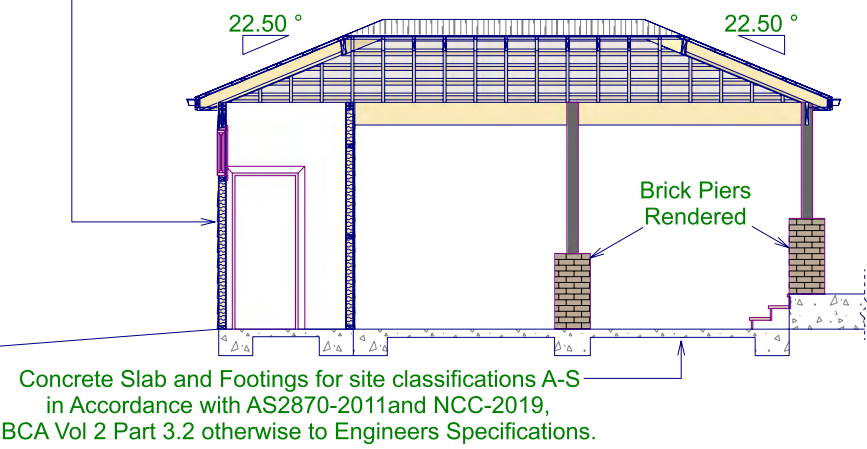
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PLANS ARE FOR USE ONLY ON THE JOB
SPECIFIED IN THE TITLE BOX.

ATTACHMENT 15.4-3

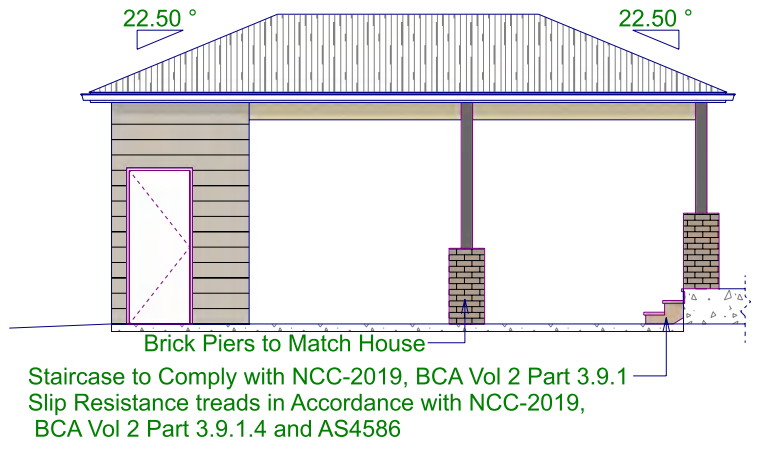


CABANA FLOOR PLAN
SCALE: 1:100

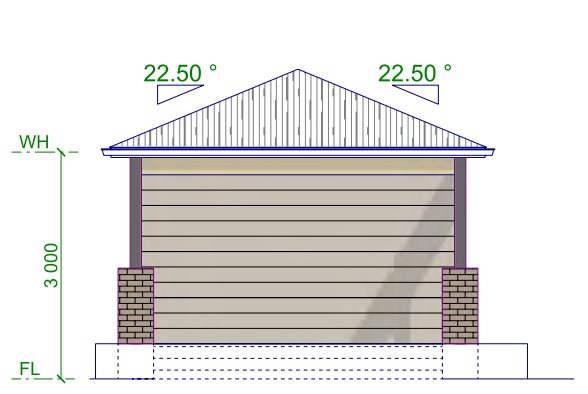
Timber Framing to comply with AS1720.1, AS1684.2 and NCC-2019, BCA Vol 2 Part 3.4



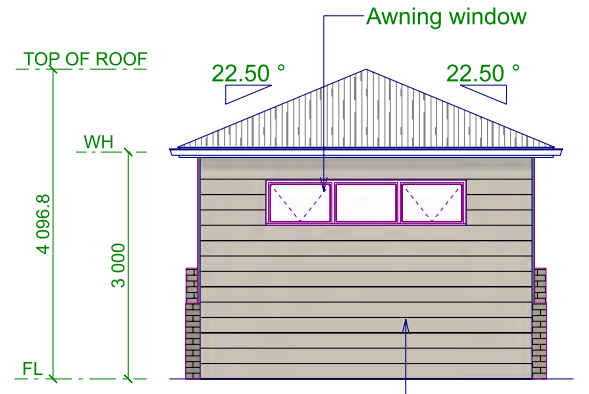
CROSS SECTION A
SCALE: 1:100



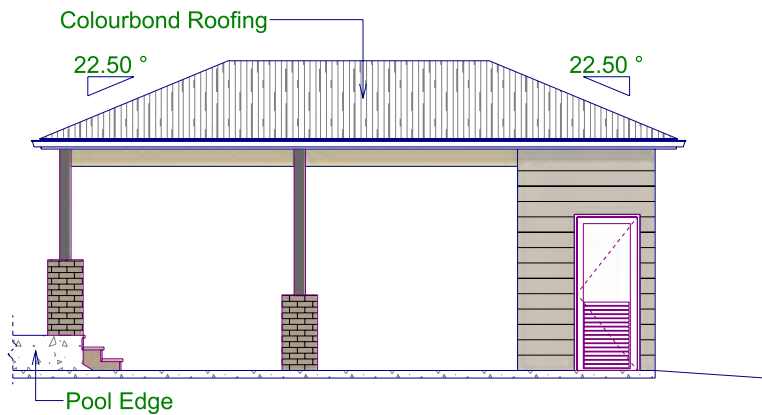
NORTH ELEVATION
SCALE: 1:100



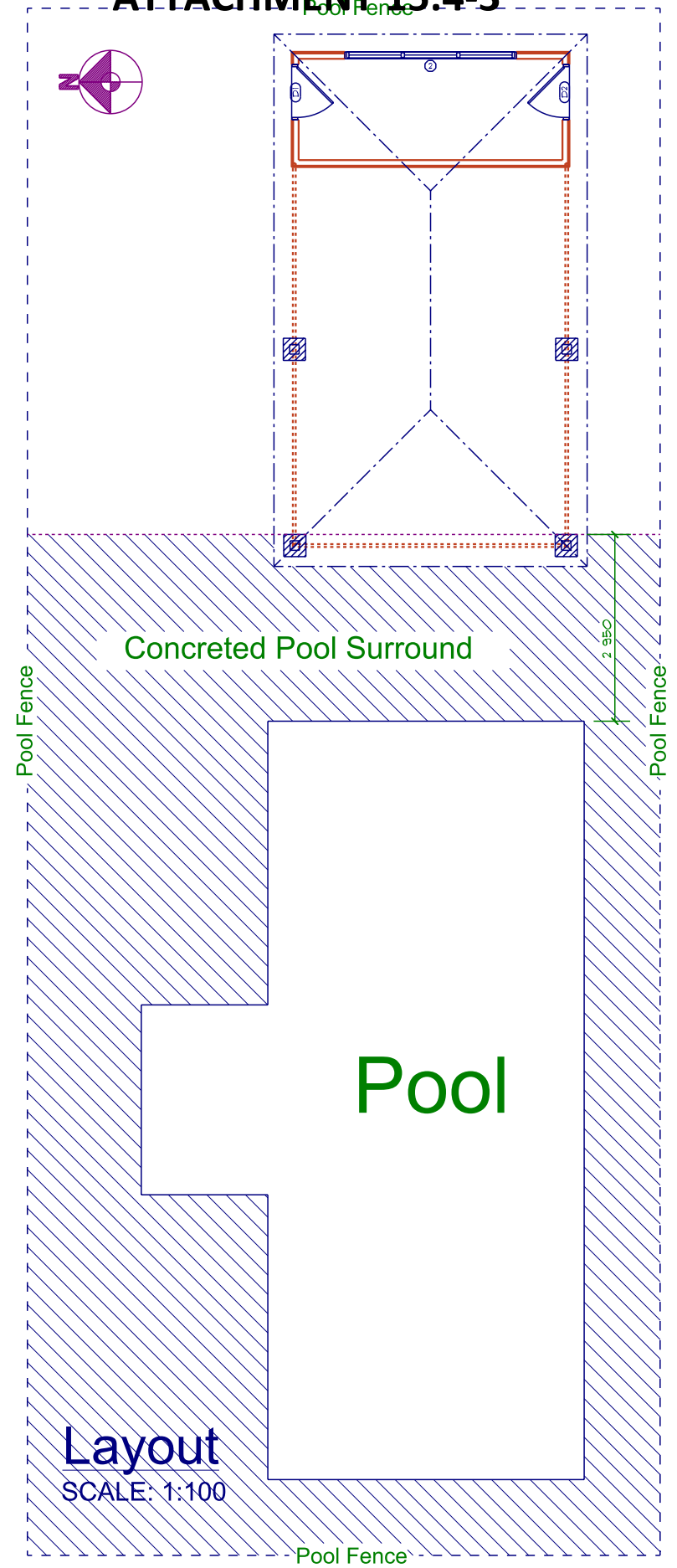
WEST ELEVATION
SCALE: 1:100



EAST ELEVATION
SCALE: 1:100



SOUTH ELEVATION
SCALE: 1:100



Layout
SCALE: 1:100

Business Paper 27 July 2021 Ordinary Meeting

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SPECIFIED IN THE TITLE BOX.

26/04/21	For Client Approval	Customer: Belinda BANNISTER	CABANA PLAN SET
26/04/21	For Submission	Site Address: 73 Macleay Way, Saumarez Ponds, NSW 2350	
		PH: 0413 708 313	New England Drafting
		E: belinda@hunterloans.com.au	PHONE: 0417-303 343 Email: greg@newenglanddrafting.com
		Reference No: 2021-021	Printed: 26/04/2021 Page: 1
		Cabana/ Pool Pump Room	DRAWN BY: Greg SELBY

From: [REDACTED]
Sent: Tuesday, 8 June 2021 7:03 AM
To: Council
Cc: Frank Falcomata
Subject: TRIM: Development Application No. DA-30-2021 Proposed Activity Cabana
 73 Macleay Way, Armidale NSW 2350
Attachments: cabana 3.jpg; cabana 2.jpg; cabana 1.jpg
Follow Up Flag: Follow up
Flag Status: Completed
HP TRIM Record Number: UI/21/3252

Mr. Matt Clarkson
 Manager Development & Planning
 Uralla Shire Council
 32 Salisbury Street
 URALLA NSW 2358

Dear Mr. Clarkson,

Objection is taken by the owner of [REDACTED] to the proposed development on the basis that it does not comply with the Development Control Plan for the Uralla Shire which inter alia specifies an offset of 15 metres from the boundary fence; *"Ancillary structures such as sheds must be located so as to preserve the amenity of neighbouring properties, and are not to be within 15m of any boundary."*

The pump house (which has already been constructed and which forms part of the cabana) is located approximately one metre from the boundary fence dividing 73 Macleay Way from [REDACTED].

The structure creates significant privacy issues as the owner of [REDACTED] intends to lodge either a DA or complying development for the construction of a 228 sq metre four bedroom residential dwelling, in the next few months.

The structure contains three rectangular windows oriented with a north facing view directly onto [REDACTED] (See attached photos) which allows unfettered observation into the property interfering with the quiet use and enjoyment of the property; noting that one of the aims of the DCP is to avoid direct views occurring into habitable rooms of a dwelling.

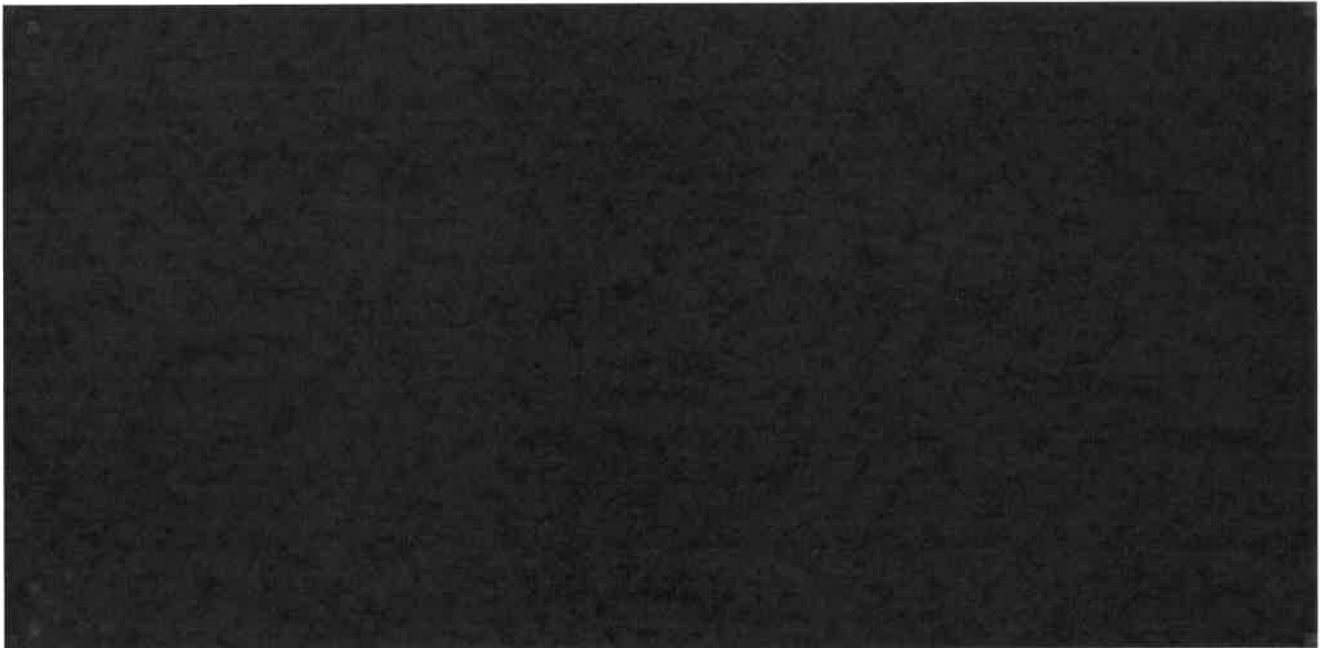
There are further concerns regarding possible water issues such as ponding arising from the proposed construction of the cabana (approximately 8.5 x 4 metres) so close to the boundary fence. There does not appear to be any consideration given to possible drainage issues; the drawings are absent of any drainage diagram attached to the Application.

The construction of the pump house / cabana creates a visible eyesore, being some four metres in height, so close to the boundary and is objected to.

No consultation was sought from the owner of [REDACTED] with respect to the construction of the pump house/ cabana so close to the boundary. The owner was erroneously informed prior to the construction of the pump house, that development consent had been approved by council, which the owner understands is not the case at all.

The owner objects to the construction of the pump house / cabana so close to the boundary fence noting that the classification of the land is R5 residential. The owner does not object to the pump house/ cabana being constructed in accordance with the DCP.

Yours faithfully,
FRANK FALCOMATA



Development Assessment Report

DA Number: DA-30-2021 Council: Uralla Shire Council
 Location: 73 Macleay Way SAUMAREZ PONDS
 Development Description: Cabana
 Title Details: Lot: 6 DP: 1128912, PLT: 2 DP: 1271316

Property Details/History

	Checked	Comments
File History	No	
Title Plan	Yes	
Check Ownership	Yes	

Application Type

Is this application an Integrated Development Application? No
 Is it a BASIX affected development? No

Concurrence/Referral

Section 4.13 – EP & A Act

Does this application require concurrence or referral? No
 Does this application require referral for decision by Council? Yes

Local Environmental Plan

Section 4.15(1)(a)(i) – EP & A Act

This land is zoned: R5 Large Lot Residential

List the relevant clause/clauses applicable under the LEP

Clause	Compliance	Comment
Land Use Table	Yes	The proposed land use requires development consent.

Development Control Plan

Section 4.15(1)(a)(iii) – EP & A Act

Does Uralla DCP 2011 apply to this land/proposal? Yes

Chapter	Compliance	Comment
4	No	Eastern setback is non-compliant. As the existing pool pump structure was legally constructed as complying development circa one metre from the boundary, there is no apparent benefit in insisting on a 15 metre setback as per the provisions of the DCP. Further, a neighbouring property has a large building constructed with a similar setback much closer to the road reserve, so it cannot be argued that the proposal is inconsistent with existing development in the area. In this instance it is reasoned that a relaxation of the DCP development standard is reasonable and appropriate.

Regional Environmental Plan

The proposed development is not inconsistent with the New England North West Regional Plan.

State Environmental Planning Policy

Is this proposal affected by a SEPP?

Yes

List all relevant SEPPs

SEPP	Compliance	Comment
State Environmental Planning Policy (Koala Habitat Protection) 2021	Yes	

Environmental Impacts

Section 79c(1)(b) – EP & A Act

Does this proposal have any potential environmental impacts?

No

Impact	Comment
Privacy	No
	As the structure is non-habitable and any new development on the neighbouring undeveloped lot would have to comply with development standards for setbacks, privacy impacts are considered negligible.

Environmental Impacts – Heritage

Section 4.15(1)(b) – EP & A Act

Does this proposal have any potential impact on?

Heritage	Impact	Comment
European	No	
Aboriginal	No	

Flooding

Section 4.15(1)(b) – EP & A Act

Is this property flood affected?

No

Bush Fire Prone Land

Section 4.15(1)(b) – EP & A Act

Is this property bush fire prone as per the Bush Fire Prone Map?

No

Contaminated Land

Section 4.15(1)(b) – EP & A Act

Has this land been identified as being contaminated land by Council?

No

Infrastructure

Has an engineering assessment been completed? No
 Does this proposal have any potential infrastructure impacts? No

Construction Assessment

Is a construction assessment required? No

Section 68 Assessment

Section 68 – LGA Act

Is a section 68 approval required? Yes

What the type of assessment/approval required? B5.

Signage

Does this proposal require signage? No

Notification

Section 4.15(1)(d) – EP & A Act

Was this application notified? Yes

Is this application an advertised development application? No

Were there any written submissions received? Yes

If Yes, what was the number of submissions received? 1

Submission Maker	Issue	Comment
Frank Falcomata	<ol style="list-style-type: none"> 1. Setback. 2. Privacy. 3. Stormwater. 4. Eyesore. 5. Development without consent. 	<ol style="list-style-type: none"> 1. The exiting pump housing structure which would form the closest part of the cabana to the boundary has been legally constructed under complying development. In this context there is no apparent benefit in refusing the application on the basis of setback. 2. Not a habitable building. 3. Addressed through conditions of consent. 4. Subjective, and the cabana has been legally constructed. 5. The existing pump housing structure formed part of an approval from Council, noting that State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 is silent on development standards for pool pump housings.

Public Interest

Section 79c(1)(e) – EP & A Act

Does this proposal have any construction or safety issues? No

Site Suitability

Section 4.15(1)(c) – EP & A Act

Is this a suitable site for this proposal

Yes

Assessing Officer General Comment

ASSESSMENT – KEY ISSUES

No issues warranting further detailed consideration have been identified.

Recommendation

No significant adverse impacts are known or expected on the natural, social or economic environment as a result of the approving the application. In that context it would be appropriate to approve the Development Application subject to the attached recommended conditions of development consent.

Conclusion

I confirm that I am familiar with the relevant heads of consideration under the Environmental Planning & Assessment Act and Local Government Act (if applicable) and have considered them in the assessment of this application.

I certify that I have no pecuniary or non-pecuniary interest in this application.

Additional Notes Attached:

No

Signed:



Matt Clarkson, Manager of Development and Planning

Date: 8.7.2021

PRESCRIBED CONDITIONS (under Environmental Planning and Assessment Regulation 2000)

Compliance with National Construction Code & insurance requirements under the Home Building Act 1989

Please Note: A reference to the National Construction Code is a reference to that Code as in force on the date the application is made for the relevant:

- (a) development consent, in the case of a temporary structure that is an entertainment venue, or
- (b) construction certificate, in every other case.

1. The work must be carried out in accordance with the requirements of the *National Construction Code*.
2. In the case of residential building work for which the *Home Building Act 1989* requires there to be a contract of insurance in force in accordance with Part 6 of that Act, that such a contract of insurance must be entered into and be in force before any building work authorised to be carried out by the certificate commences.
3. For a temporary structure that is used as an entertainment venue, the temporary structure must comply with Part B1 and NSW H102 of Volume One of the *National Construction Code*.

Erection of signs

Please Note: This does not apply in relation to:

- (a) building work, subdivision work or demolition work that is carried out inside an existing building, which does not affect the external walls of the building development consent, in the case of a temporary structure that is an entertainment venue, or
- (b) Crown building work that is certified, in accordance with section 116G of the Act, to comply with the technical provisions of the State's building laws.
- (c) a complying development certificate issued before 1 July 2004 only if the building work, subdivision work or demolition work involved had not been commenced by that date.

4. A sign must be erected in a prominent position on any site on which building work, subdivision work or demolition work is being carried out:
 - (a) showing the name, address and telephone number of the principal certifier for the work, and
 - (b) showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and
 - (c) stating that unauthorised entry to the site is prohibited.
5. Any such sign is to be maintained while the building work, subdivision work or demolition work is being carried out, but must be removed when the work has been completed.

Notification of *Home Building Act 1989* requirements

Please Note: *This does not apply in relation to Crown building work that is certified, in accordance with section 116G of the Act, to comply with the technical provisions of the State's building laws.*

6. Residential building work within the meaning of the *Home Building Act 1989* must not be carried out unless the principal certifier for the development to which the work relates (not being the council) has given the council written notice of the following information:
 - (a) in the case of work for which a principal contractor is required to be appointed:
 - (i) the name and licence number of the principal contractor, and
 - (ii) the name of the insurer by which the work is insured under Part 6 of that Act,
 - (b) in the case of work to be done by an owner-builder:
 - (i) the name of the owner-builder, and
 - (ii) if the owner-builder is required to hold an owner-builder permit under that Act, the number of the relevant owner-builder permit.
7. If arrangements for doing the residential building work are changed while the work is in progress so that the information notified under the above becomes out of date, further work must not be carried out unless the principal certifier for the development to which the work relates (not being the council) has given the council written notice of the updated information.

GENERAL CONDITIONS

8. 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.

9. The owner of the property is to ensure that any structure is installed:
 - (a) to meet the setback requirements of the approved plans,
 - (b) to be located within the confines of the lot, and;
 - (c) so that it does not interfere with any easements or covenants upon the land.

Reason: To avoid any structures being erected in a location where it would be inappropriate.

10. The structure is to be inspected at the following stages of construction:
- before the pouring of footings**
 - before covering drainage (under hydrostatic test)
 - before pouring any reinforced concrete structure **
 - before covering the framework for any wall, roof or other building element **
 - before covering waterproofing in any wet area**
 - before covering any stormwater drainage connections
 - when the building work is completed and all conditions of consent have been addressed**

** denotes a critical stage inspection (a mandatory inspection under Section 6.5 of the EP&A Act 1979). Please note that an Occupation Certificate cannot be issued for a *development where a critical stage or other nominated inspection has not been carried out.

Council has limited capacity for inspections, which may only be on specific days. Please contact Council well in advance to arrange an inspection.

*All sewer and drainage works associated with the approval are to comply with the requirements of AS 3500 and completed only by a licensed plumber and drainer

Reason: To ensure compliance with appropriate standards.

11. A Construction Certificate must be obtained from a Certifier before work commences.
- Reason: To ensure compliance with Cl.146 of the Environmental Planning and Assessment Regulation 2000.*
12. Occupancy of the building is not to take place until the Principal Certifier (PC) has carried out a final inspection and an Occupation Certificate issued.
- Reason: To ensure compliance with the Environmental Planning and Assessment Act 1979 and to restrict the use of the premises until the terms of the Development Consent have been complied with so as to ensure the health and safety of occupants of the building.*
13. Roof water is to be disposed in a manner that does not cause a nuisance for neighbouring properties, by one of the following methods:
- (a) By piping 3.0 metres clear of any building to a rubble pit.
 - (b) By piping to a rainwater tank and then via the overflow to a rubble pit 3.0 metres clear of any building.

Reason: To alleviate any potential stormwater problems with respect to the buildings on the allotment or adjoining allotments.

14. The responsible person for plumbing and drainage work must ensure that the responsible person has given Council a notice of work in an approved form that specifies the work to be carried out and the responsible person for the work.

The notice of work must be provided no later than 20 business days before the work concerned is carried out in the case of work that involves a proposed alternative solution, or no later than 2 business days before the work concerned is carried out in any other case.

Reason: Statutory requirement.

15. The responsible person for plumbing and drainage work must provide Council, and the person for whom the work is carried out, with a certificate of compliance within 2 business days after the work is completed.

Reason: Statutory requirement.

Note: A certificate of compliance is a written document, in an approved form, that certifies that the plumbing and drainage work to which it relates is code compliant.

16. On completion of plumbing and drainage work that consists of or includes carrying out work on a sanitary drainage system, the responsible person for the work must supply a plan of the work, in the approved form, to the following persons:
- a) The owner of the land or the owner's agent,
 - b) The Council.

Reason: Statutory requirement.

CONDITIONS TO BE COMPLETED PRIOR TO CONSTRUCTION COMMENCING

17. The owner/s of the property are to give Council written notice of the intention to commence works and the appointment of a Principal Certifier (if the PC is not Council) at least two days before the proposed date of commencement.

Reason: To ensure compliance with the Environmental Planning and Assessment Regulation 2000

CONDITIONS TO BE COMPLIED WITH DURING CONSTRUCTION

18. The owner of the property is to ensure that any building is constructed:
- (a) to meet the setback requirements of the approved plans,
 - (b) to be located within the confines of the lot, and;
 - (c) so that it does not interfere with any easements or covenants upon the land.

Reason: To avoid any buildings being erected in a location where it would be inappropriate.

19. The applicant shall ensure that noise pollution is minimised during the course of construction. The use of power tools and/or similar noise producing activities shall be limited to the following hours:-

Monday to Saturday 7.00 AM to 5.00 PM

Sunday & public Holidays No construction activities are to take place.

Reason: To ensure that public amenity is not unduly affected by noise.

20. All works are to be executed in a good and workmanlike manner and all materials are to be installed as per manufacturers' instructions and any applicable Australian Standards.

Reason: To ensure that the building work is completed in accordance with the approval and is in a safe and healthy condition for use by occupants.

21. A copy of the approved and certified plans, specifications and documents incorporating conditions of approval and certification shall be kept on the Subject Site at all times and shall be readily available for perusal by any officer of Council or the PCA.

Reason: To ensure compliance with approved plans.

ADVISORY NOTES – GENERAL

22. The Applicant is solely responsible for ensuring that all additional consents and agreements are obtained from other authorities, as relevant.
23. It is possible that a covenant may affect the land which is the subject of this consent. The grant of this consent does not necessarily override that covenant. You should seek legal advice regarding the effect of any covenants which affect the land.
24. Underground assets may exist in the area that is subject to your application. In the interests of health and safety and in order to protect damage to third party assets please contact Dial before you dig at www.1100.com.au or telephone on 1100 before excavating or erecting structures (This is the law in NSW). If alterations are required to the configuration, size, form or design of the development upon contacting the Dial before You Dig service, an amendment to the development consent (or a new development application) may be necessary. Individuals owe asset owners a duty of care that must be observed when working in the vicinity of plant or assets. It is the individual's responsibility to anticipate and request the nominal location of plant or assets on the relevant property via contacting the Dial before you dig service in advance of any construction or planning activities.
25. Any alteration to the drawings and/or documentation shall be submitted for the approval of Council. Such alterations may require the lodgement of an application to amend the consent under s4.55 of the Act or a fresh development application. No works other than those approved under this consent shall be carried out without the prior approval of Council.
26. Telecommunications Act 1997 (Commonwealth): Telstra (and its authorized contractors) are the only companies that are permitted to conduct works on Telstra's network and assets. Any person interfering with a facility or installation owned by Telstra is committing an offence under the Criminal Code Act 1995 (Cth) and is liable for prosecution. Furthermore, damage to Telstra's infrastructure may result in interruption to the provision of essential services and significant costs. If you are aware of any works or proposed works which may affect or impact on Telstra's assets in any way, you are required to contact: Telstra's Network Integrity Team on phone number 1800 810 443.
27. Prior to any works being undertaken within the road reserve, (including the footpath), a Section 138 of *Roads Act 1993* approval must be obtained from Council. Please contact Council to obtain an application form.
28. Pursuant to Section 94(1)(a) of the *Local Government Act 1993 (General) Regulation 2005*, prior to any water main extension work or sewer main extension work the developer is to apply for a Section 68 Certificate approval and submit proposed plans.

END

Department: Infrastructure & Development
Prepared by: *Manager of Development and Planning*
TRIM Reference: UINT/21/8256
Attachments: UI/21/3986 1. Development Application
UI/21/3971 2. Site Plan
UI/21/3970 3. Redacted Objection
UINT/21/8303 4. Development Assessment Report

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal: 2.1 An attractive environment for business, tourism and industry
Strategy: 2.1.4 Implement tools to simplify development processes and encourage quality commercial, industrial, and residential development
Activity: 2.1.4.1 Process building and development application
Action: 2.1.4.1.1 Assess and determine development, construction, and other regulatory applications

NOTE TO COUNCILLORS:

In accordance with the provisions of S375A of the *Local Government Act 1993*, a Division is to be called whenever a motion for a planning decision is put to the meeting, for the purpose of recording voting on planning matters.

1. SUMMARY:

Proposal: Primitive camping ground, disabled amenities and dump point
Property description: Lot 508 Section 35 DP 755846 - Assessment 9377
Applicant: Darron Phillips
Owner: Crown Lands
Zoning: RE1 Public Recreation
Date received: 7 May 2021
Public notification or exhibition: Yes
Notification period 17 June 2021 – 2 July 2021
Number of submissions One

RECOMMENDATION:

- i. That Council approve the Development Application 31/2021 for a primitive camping ground, disabled amenities and dump point at 8A King Street Uralla (Lot 508 Section 35 DP 755846) subject to the following conditions of consent:

PRESCRIBED CONDITIONS (under Environmental Planning and Assessment Regulation 2000)

Compliance with National Construction Code & insurance requirements under the Home Building Act 1989

Please Note: A reference to the National Construction Code is a reference to that Code as in force on the date the application is made for the relevant:

- (d) development consent, in the case of a temporary structure that is an entertainment venue, or
- (e) construction certificate, in every other case.

24. The work must be carried out in accordance with the requirements of the *National Construction Code*.

Erection of signs

Please Note: This does not apply in relation to:

- (f) building work, subdivision work or demolition work that is carried out inside an existing building, which does not affect the external walls of the building development consent, in the case of a temporary structure that is an entertainment venue, or
- (g) Crown building work that is certified, in accordance with section 116G of the Act, to comply with the technical provisions of the State's building laws.
- (h) a complying development certificate issued before 1 July 2004 only if the building work, subdivision work or demolition work involved had not been commenced by that date.

25. A sign must be erected in a prominent position on any site on which building work, subdivision work or demolition work is being carried out:

- (d) showing the name, address and telephone number of the principal certifier for the work, and
- (e) showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and
- (f) stating that unauthorised entry to the site is prohibited.

26. Any such sign is to be maintained while the building work, subdivision work or demolition work is being carried out, but must be removed when the work has been completed.

GENERAL CONDITIONS

27. The development shall be implemented in accordance with:

- (c) All documentation and correspondence submitted by the applicant, or their agents, in support of the Development Application,
- (d) 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.

28. The owner of the property is to ensure that any structure is installed:

- (a) to meet the setback requirements of the approved plans,
- (b) to be located within the confines of the lot, and;
- (c) so that it does not interfere with any easements or covenants upon the land.

Reason: To avoid any structures being erected in a location where it would be inappropriate.

29. The structures are to be inspected at the following stages of construction:

- before the pouring of footings**
- before covering drainage (under hydrostatic test)
- before pouring any reinforced concrete structure **
- before covering the framework for any wall, roof or other building element **
- before covering waterproofing in any wet area**
- before covering any stormwater drainage connections
- when the building work is completed and all conditions of consent have been addressed**

** denotes a critical stage inspection (a mandatory inspection under Section 109C of the EP&A Act 1979). Please note that an Occupation Certificate cannot be issued for a *development where a critical stage or other nominated inspection has not been carried out.

Council has limited capacity for inspections, which may only be on specific days. Please contact Council well in advance to arrange an inspection.

*All sewer and drainage works associated with the approval are to comply with the requirements of AS 3500 and completed only by a licensed plumber and drainer

Reason: To ensure compliance with appropriate standards.

30. A Construction Certificate must be obtained from a Certifier before work commences.

Reason: To ensure compliance with Cl.146 of the Environmental Planning and Assessment Regulation 2000.

31. Occupancy of the building is not to take place until the Principal Certifier (PC) has carried out a final inspection and an Occupation Certificate issued.

Reason: To ensure compliance with the Environmental Planning and Assessment Act 1979 and to restrict the use of the premises until the terms of the Development Consent have been complied with so as to ensure the health and safety of occupants of the building.

32. Roof water is to be disposed in a manner that does not cause a nuisance for neighbouring properties, by one of the following methods:

- (a) By piping onto a hardened surface and directed away from the building.
- (b) By piping 3.0 metres clear of any building to a rubble pit.

Reason: To alleviate any potential stormwater problems with respect to the buildings on the allotment or adjoining allotments.

33. A sign is to be erected and maintained at the entrance to the site which states:

Uralla Showground Primitive Camping Ground

Conditions of use:

- Use designated camp sites only.
- Only one caravan, bus or motor home is permitted per site.
- Maximum of 12 persons in tents per designated camp site.
- Tents must be kept a minimum of 3 metres apart.
- Unoccupied caravans, campervans and tents are not permitted to remain on site for more than 24 hours.
- Maximum length of stay is seven nights.

Reason: To ensure compliance with the principles of clause 132 of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005.

34. A maximum of eighteen (18) camp sites are to be established on the primitive camping ground area as per the supplied plan. Each site is to be marked out by logs or similar barriers.

Reason: To ensure compliance with the principle of sub-section 132(2)(b) of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005.

35. Approval to operate a primitive camping ground under Section 68 of the Local Government Act expires five (5) years after the date of development consent.

Reason: Section 103 of the Local Government Act 1993 provides that approvals issued under Section 68 lapse after 5 years. Application can be made to extend or renew the approval within a 3 month period prior to the approval lapsing (see S.107).

- 36.
- 1) The maximum number of designated camp sites is not to exceed a mean average of 2 for each hectare of the camping ground (where that figure is the average calculated over the total area of the primitive camping ground),
 - 2) Camping is not permitted within the primitive camping ground other than on designated camp sites,
 - 3) A caravan, annexe or campervan must not be allowed to be installed closer than 6 metres to any other caravan, annexe, campervan or tent,
 - 4) A tent must not be allowed to be installed closer than 6 metres to any caravan, annexe or campervan or closer than 3 metres to any other tent,
 - 5) The camping ground must be provided with a water supply, toilet and refuse disposal facilities,
 - 6) Unoccupied caravans, campervans and tents are not to be allowed to remain in the camping ground for more than 24 hours,
 - 7) If a fee is charged for camping, a register must be kept that specifies the size of the group (if any) with whom the person listed in the register camped.

Reason: To ensure provision of an appropriate level of amenity for users and compliance with the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005.

37. An all-weather 2WD access hardstand parking surface must be provided for each site, and all vehicles must be able to enter and exit the site in a forward direction.

Reason: To ensure the applicant provides sufficient parking arrangements for vehicles.

38. Parking facilities, including one (1) disabled car park, are to comply with Part D3.5 of Building Code of Australia and the requirements of Australian Standard 2890.1 – Parking Facilities – Off-street Car Parking and Australian Standard 2890.6 – Off Street Parking for People with Disabilities.

Reason: To enable use of the car space by people with disabilities and to ensure compliance with the requirements of the Building Code of Australia.

39. No increase or interference with the amenity of the area is to be created by reason of any process or operation on the premises causing the emission of noise, dust, smoke or any other pollution discharge.

Reason: To prevent pollution from detrimentally affecting the public or environment.

40. The responsible person for plumbing and drainage work must ensure that the responsible person has given Council a notice of work in an approved form that specifies the work to be carried out and the responsible person for the work.

The notice of work must be provided no later than 20 business days before the work concerned is carried out in the case of work that involves a proposed alternative solution, or no later than 2 business days before the work concerned is carried out in any other case.

Reason: Statutory requirement.

41. The responsible person for plumbing and drainage work must provide Council, and the person for whom the work is carried out, with a certificate of compliance within 2 business days after the work is completed.

Reason: Statutory requirement.

Note: A certificate of compliance is a written document, in an approved form, that certifies that the plumbing and drainage work to which it relates is code compliant.

42. On completion of plumbing and drainage work that consists of or includes carrying out work on a sanitary drainage system, the responsible person for the work must supply a plan of the work, in the approved form, to the following persons:

- a) The owner of the land or the owner's agent,
- b) The Council.

Reason: Statutory requirement.

CONDITIONS TO BE COMPLETED PRIOR TO CONSTRUCTION COMMENCING

43. The owner/s of the property are to give Council written notice of the intention to commence works and the appointment of a Principal Certifier (if the PC is not Council) at least two days before the proposed date of commencement.

Reason: To ensure compliance with the Environmental Planning and Assessment Regulation 2000

CONDITIONS TO BE COMPLIED WITH DURING CONSTRUCTION

44. The owner of the property is to ensure that any building is constructed:

- (d) to meet the setback requirements of the approved plans,
- (e) to be located within the confines of the lot, and;
- (f) so that it does not interfere with any easements or covenants upon the land.

Reason: To avoid any buildings being erected in a location where it would be inappropriate.

45. The applicant shall ensure that noise pollution is minimised during the course of construction. The use of power tools and/or similar noise producing activities shall be limited to the following hours:-

Monday to Saturday 7.00 AM to 5.00 PM

Sunday & public Holidays No construction activities are to take place.

Reason: To ensure that public amenity is not unduly affected by noise.

46. All works are to be executed in a good and workmanlike manner and all materials are to be installed as per manufacturers' instructions and any applicable Australian Standards.

Reason: To ensure that the building work is completed in accordance with the approval and is in a safe and healthy condition for use by occupants.

47. A copy of the approved and certified plans, specifications and documents incorporating conditions of approval and certification shall be kept on the Subject Site at all times and shall be readily available for perusal by any officer of Council or the PCA.

Reason: To ensure compliance with approved plans.

CONDITIONS TO BE COMPLETED PRIOR TO OCCUPATION/USE COMMENCING

48. The disabled facilities must be completed prior to the primitive camping ground commencing operation.

Reason: To ensure an appropriate standard of services for people with disabilities.

49. A Section 68 approval to operate a camping ground must be obtained from Council.

Reason: To ensure compliance with the Local Government Act 1993.

REPORT:

- Council received Development Application 31/2021 for a primitive campground, disabled amenities and dump point on 7 May 2021. See attachments 1-2.
- One objection was received during the notification period. See attachment 3. The issues raised are addressed in the table below:

Issue raised	Comment
Increased traffic	It is anticipated that traffic volumes will increase marginally during daylight hours; however; any amenity impacts from these movements are considered to be minimal.
Increased noise	Given the location of the camp sites and the maximum capacity there is nothing to suggest that ambient noise levels at residential receptors would increase. Any residential noise complaint can be addressed by the Police or Council under extant legislation.
Possible smell or escape of effluent	As the dump point will be plumbed into Council's sewer and the dump point will be in excess of 110m from the nearest residential receptor there is no reason to anticipate any amenity impacts.
Illegal consumption of alcohol / bad behaviour	There is nothing to suggest that behaviour impacts from the proposed development would be in any way greater than residential or commercial sites.
Unrestrained / noisy animals	As the showground is a public place dogs are required to be under effective control and this is provided for under the provisions of the Companion Animals Act 1998.
Reduced property values	There is no evidence or reason to suggest that approval of the application would impact property values
Duplication of current available facilities	It is desirable and appropriate to have a dump point at a camping ground. Anecdotal evidence also suggests there is some support in the community for an additional primitive camping ground within the Uralla urban footprint (one already exists at the Uralla Golf Club). It is also considered in the public interest to have a range of accommodation options available to the travelling public.

- The development assessment report is at attachment 4.

CONCLUSION:

- It is considered appropriate to approve Development Application 31/2021 subject to the recommended conditions of consent.

COUNCIL IMPLICATIONS:

- Community Engagement/ Communication**
Notification was given to circa 100 nearby properties.

7. **Policy and Regulation**
Nil.
8. **Financial /Long Term Financial Plan**
Nil
9. **Asset Management / Asset Management Strategy**
Nil
10. **Workforce / Workforce Management Strategy**
Nil
11. **Legal and Risk Management**
The development application has followed due process.
12. **Performance Measures**
Nil
13. **Project Management**
Nil



Uralla Shire Council

Development Activity Application

Development Consent
 Please complete Sections A, B and D

Construction Certificate
 Please complete Sections A,C, D and E

Section 68 Certificate
 Please complete Sections A and F

Subdivision Certificate
 Please complete Section A and E

Complying Development Certificate
 Please complete section A, B, D and E
 Please choose which CDC assessment you require below

Application for Occupation Certificate
 Please complete Section A

CDC Assessment under General Housing Code

CDC Assessment under Rural Housing Code

CDC Assessment under General Development Code

CDC Assessment under Commercial & Industrial Code

CDC Assessment under Subdivision Code

CDC Assessment under Demolition Code

Council encourages intending applicants to discuss development proposals prior to formal lodgement. Should you wish to discuss your proposal, please contact Council to arrange an appointment with the relevant regulatory officer.

Section A – PROPERTY DETAILS, APPLICANT & OWNERSHIP

Description of proposal: _____

1) Place a prefabricated Disable toilet/shower block on the showground. 2) Construct a 'Dump Site' on the showground. 3) Allow primitive camping on the showground

Estimated commercial value of proposal: \$ 39,500

Please Note: All labour and materials and site works are to be included

Property Address

Street Address: 8a King Street Uralla Locality: _____

Lot and DP, Portion, or Section: Lot 508 DP 755846

Applicant

Name/s: Uralla Showground Land Manager - Darron Phillips

Postal Address: _____

Email Address: _____

Daytime contact (phone, mobile and / or fax): _____

Signature: _____

Date: _____

Owner

Name/s: Crown Lands Department

Postal Address: refer to attachment owners consent

Email Address: _____

Daytime contact (phone, mobile and / or fax): _____

Date: _____

Owner's consent (ALL OWNERS MUST SIGN) _____ company seal to accompany application if not owned by an individual

As the owner/s of the above property, I/we consent to the lodgement of this application. I/we permit officers of Council to enter the land to carry out inspections as required for the assessment of this application and will provide access where required.

Name refer to attachment Name _____

Signature _____ Signature _____

Building work to be carried out by:

OWNER BUILDER – permit no. _____

LICENCED BUILDER – name. Coly Built Transportable Buildings

Postal Address: _____

Email Address: _____

Daytime contact (phone, mobile and / or fax): _____

Licence No: _____

Will you be carrying out work on the road reserve (ie. constructing a new driveway) YES NO

Section B – DEVELOPMENT DETAILS

Development Type new building/s or additions/alterations to existing building/s subdivision of land
 change of use of land/building other

Current use of site Public recreation - Uralla Showground Reserve

For Commercial/Industrial development - proposed hours of operation 7 days per week

For Subdivision: number of lots to be created N/A

For Subdivision: is a new road to be created? YES NO

What type of consent is sought? Immediate commencement Deferred commencement Staged consent

Integrated Development

Your development is Integrated Development if it:

- Is within 40m of a creek, river or foreshore
- Involves dredging or reclamation in a waterway
- Affects the quality of water flowing into a creek, river or waterway
- Is adjacent to a main road
- Includes the building of a dam, weir or levee
- Draws water from a creek or river
- Relates to a Heritage item or Heritage Conservation area
- Relates to an Aboriginal Place or Relic
- Relates to scheduled premises or scheduled equipment under the provisions of the Clean Air Act, 1961 or the Noise Control Act, 1975
- Is located on land has previously been used for agricultural or industrial purposes and may be contaminated

Is the proposal Integrated Development?

YES NO

Note : An integrated development application will need to be referred to the relevant State Government body, and payment of the statutory \$320 fee per referral is required at the time of lodgement of the application. All cheques are to be made out to the referral body/bodies (Council will arrange for the application to be forwarded).

Designated Development

Your development is Designated Development if it includes:

- Agricultural produce industries
- Electricity generating stations
- Aircraft facilities
- Extractive industries
- Aquaculture
- Limestone mines and works
- Artificial waterbodies
- Livestock intensive industries
- Bitumen pre-mix and hot-mix industries
- Livestock processing industries
- Breweries and distilleries
- Cement works
- Ceramic and glass industries
- Mineral processing or metallurgical works
- Chemical industries
- Mines
- Chemical storage facilities
- Paper pulp or pulp products industries
- Coal mines
- Petroleum works
- Coal works
- Railway freight terminals
- Non-domestic composting facilities
- Non-domestic sewerage facilities
- Concrete works
- Shipping facilities
- Contaminated soil treatment works
- Turf farms
- Crushing, grinding or separating works
- Waste management facilities or works
- Drum or container reconditioning works
- Wood or timber milling or processing works
- Wood preservation works

Is the proposal Designated Development?

YES NO

Statement of Environment Effects

Legislation – In accordance with Schedule 1 of the *Environmental Planning and Assessment Regulation 2000* a development application must be accompanied by a Statement of Environmental Effects (except for designated development which is accompanied by an Environment Impact Statement).

Qualifier – This *Statement of Environmental Effects Template* has been produced to assist applicants identify the environmental impacts of a development and the steps to be taken to protect the environment or lessen the expected harm. The template is suitable for minor impact development such as dwellings, alterations & additions, outbuildings, small scale commercial & industrial developments and minor subdivisions. It may be necessary for Council to request additional information depending on the nature and impacts of a proposal. Larger scale developments should be accompanied by a detailed and specific Statement of Environmental Effects. For further information in this regard please seek specific advice from Council's Planner.

(When completing template is any potential environmental impact is identified please provide additional comment – if necessary attach additional information).

DESCRIPTION OF THE DEVELOPMENT

(Should include where applicable physical description of building, proposed building materials, nominated colour scheme, nature of use, details of any demolition etc).

1) Placement of prefabricated disable toilet/shower on the showground.

.....
 This build will be 6x meters away from Pavilion B on the northern side & 2.5 meters from Amenities block

 which is constructed from concrete Bessa block. This building will have suitable facilities for a person with a disability

 Have a suitable concrete ramp up to the door, with a concrete pathway from a camp site. It will be connected to town water & sewer

2) Dump site- This will be located adjacent to an existing toilet block connected to the town sewerage. The site will

 have 'portal water' connected to allow it be washed down, with a lip around the concrete base to prevent effluent spillage

3) Allow 'primitive camping' on the showground. it is planned to have eighteen (18) sites all connected to existing

 town water & electricity. Each site will be identified by numbers with parking six (6) meters apart.

DESCRIPTION OF THE SITE

(Describe the physical features such as shape, slope, vegetation, any waterways. Also describe the current use/s on the site).

Comments: Current use of the ground is as a showground reserve

The prefabricated toilet/shower block will be placed adjacent to the existing Amenities block which is in a fenced area which has pedestrians using this area. There is a slight slope where the build will be, but leveled with the footings

Dump Site is to allow effluent to be placed into the town sewerage efficiently & clean as possible

The camp sites already exist so no further construction is needed.

CONTEXT AND SETTING

Will the development:

• Be visually prominent in the surrounding area?

YES NO

• Be inconsistent with the existing streetscape or Council's setback policies?

YES NO

• Be out of character with the surrounding area?

YES NO

Comments: Prefabricated disable build will be placed near the existing Amenities block

Camping sites have been in place for over ten years are pre existing so there will be no change will be necessary.

'Dump site' will be adjacent to existing toilet block & connected to town sewer

The existing toilet block is already connected to the sewer

ACCESS/TRAFFIC & UTILITIES

(Note 1 dwelling = approx. 10 vehicle movements per day)

• Is legal and practical access available to the development?

YES NO

• Will development increase local traffic movements / volumes?

YES NO

If Yes, by how much? Refer to comments

• Are additional access points to road network required?

YES NO

• Has Vehicle maneuvering and onsite parking been assessed in the design

YES NO

• Is power, water, electricity, sewer and telecommunications services readily available to the site?

YES NO

Comments: No further changes to existing access or traffic movement is expected during construction of the disability toilet/shower build & dump site

It is anticipated that the increase in vehicle traffic movement for the camp site will be up to five (5) vehicles per day

With traffic entering via King Street entrance to the showground, these vehicles coming from the town's CBD via Maitland & King streets.

ENVIRONMENTAL IMPACTS

• Is the development likely to result in any form of air pollution?(smoke, dust, odour etc.)

YES NO

• Does the development have the potential to result in any form of water pollution?

YES NO

• Will the development have any noise impacts above background noise levels?

YES NO

- Does the development involve any significant excavation or filling? YES NO
- Could the development cause erosion or sediment run-off, including over the construction period? YES NO
- Is there any likelihood in the development resulting in soil contamination? YES NO
- Is the development likely to disturb any aboriginal artifacts or relics? YES NO

Comments: The development of a Disable toilet/shower block; Dump Site & primitive camping on Uralla Showground does not involve any significant excavation or filling. Any 'Grey water' run off is not expected to be of a significant nature to cause a problem.

FLORA AND FAUNA IMPACTS

(For further information on threatened species, see www.threatenedspecies.environment.nsw.gov.au)

- Will the development result in the removal of any native vegetation from the site? YES NO
- Is the development likely to have any impact on threatened species or endangered ecological communities? YES NO

(If the answer is yes to either of the above questions it may be necessary to have a formal seven-part test completed to assess the impact on threatened species – applicants are encouraged to consult Council).

Comments: There is no native vegetation to be removed with allowing primitive camping on Uralla Showground, or with the construction of the disable toilet/shower block & Dump site.

There will be no impact on threatened species or endangered ecological communities with the proposed development.

NATURAL HAZARDS

Is the development site subject to any of the following natural hazards:

- Bushfire Prone? Landslip? Flooding?

(Note if the site is identified as Bushfire Prone it will be necessary to address the Planning for Bushfire Protection Guidelines and in the case of subdivision the development will be integrated. For further information please consult the NSW Rural Fire Services web site www.rfs.nsw.gov.au).

Comments: Not subject to any of the above

WASTE DISPOSAL

- How will effluent be disposed of? To Sewer Onsite
- Will liquid trade waste be discharged to Council's sewer? YES NO
- How will stormwater (from roof and hard standing) be disposed of:
 - Street Drainage System Other (if other provide details)

Comments: The natural contour of the land leads into established water retention dams. Refer to attachment

Effluent will be disposed via the towns established sewer lines at the Amenities block. At the newly constructed Dump point this also goes into the town's sewer system which runs through the showground

SOCIAL AND ECONOMIC IMPACTS

- Will the proposal have any economical consequences in the area? YES NO
- Will the proposal affect the amenity of surrounding residences by overshadowing, loss of privacy, increased noise or vibration? YES NO
- Is the development situated in a heritage area or likely to have an impact on any heritage item or item of cultural significance? YES NO

Comments: It is not anticipated that the surrounding residents in Dangar Street will be affected as any vehicle movement will enter & exit via the King Street gate way which is prior to houses

OPERATIONAL AND MANAGEMENT DETAILS

(This section is only relevant to commercial / Industrial / public buildings and other non-residential uses)

Please attach a separate statement to this form addressing the following matters:

- Description of Operation
- Hours and days of operation
- Numbers of staff
- Maximum expected no. of customers
- Description of production process
- Nature of any waste generated
- Method / timing / frequency of deliveries (loading and unloading)
- Type and quality of goods handled including any hazardous substances
- Provision for disabled access and facilities

If you answer YES to any of the following questions, you may be required to provide an Environmental Impact Statement which has prepared by an appropriately-qualified professional

- Is the land (or part of the land) considered to be 'critical habitat'? YES NO
- Is the development likely to significantly affect threatened species, populations or ecological communities, or their habitats? YES NO
- Will there be stormwater discharges into a natural drainage system? YES NO
- Will fumes, steam, smoke or dust be emitted from the development? YES NO
- Will the existing vegetation be removed? YES NO
- Will the development be visually prominent? YES NO
- Is the site affected by environmental constraints, eg. bushfire, flooding, contamination, landslip, slope exceeding 18 degrees from the horizontal and natural drainage courses? YES NO
- Will the proposal and associated machinery emit noise? YES NO
- Will the development result in increased traffic in the area? YES NO

Section C – COMPLYING DEVELOPMENT and CONSTRUCTION CERTIFICATES

Complying Development -

- | | | |
|--|--|---|
| <input type="checkbox"/> Dwelling (incl. alterations and additions) | <input type="checkbox"/> Bed and Breakfast accommodation | <input type="checkbox"/> Swimming pool |
| <input checked="" type="checkbox"/> Class 10 building (shed, carport, etc) | <input type="checkbox"/> Commercial/retail | <input type="checkbox"/> Telecommunications |
| <input type="checkbox"/> Industrial | | |

Construction Certificate

- building work – BCA class of building _____
 subdivision work

Development Consent No. _____

Date of Consent _____

BASIX Certificate

The Building Sustainability Index (BASIX) is a web-based planning tool designed to assess the potential performance of residential buildings against a range of sustainability indices. A BASIX Certificate identifies the sustainability features required to be incorporated in the building design. These features may include sustainable design elements such as recycled water, rainwater tanks, AAA-rated showerheads and taps, native landscaping, heat pump or solar water heaters, gas space heaters, roof eaves/awnings and wall/ceiling insulation.

You need a BASIX Certificate in Walcha, Uralla, Guyra and Armidale Dumaresq Council areas when BASIX applies to the type of development for which you require approval. Commencement dates and details of types of development are at www.basix.nsw.gov.au

The applicant is required to submit the BASIX Certificate with the Development Application or Complying Development Certificate application. The plans and specifications must also identify the BASIX commitments which will be checked by a professional building certifier during construction. Where submitted plans or specifications are inconsistent with the relevant BASIX Certificate, Council should require applicants to submit consistent applications before progressing the assessment process, either by amending plans / specifications or by submitting a new BASIX Certificate with commitments that match the rest of the application.

Applicants can generate the BASIX Certificate only on the NSW Department of Infrastructure, Planning and Natural Resources' BASIX website: www.basix.nsw.gov.au. For more information, phone DIPNR's BASIX Help Line on 1300 650 908.

Has a BASIX Certificate been supplied with this application? YES NO

Section D – INFORMATION REQUIRED BY BUREAU OF STATISTICS

Area of land 11 Hectares Current uses of land/buildings Community usage

Gross floor area of existing building (m²) _____ Storeys proposed (incl. underground floors) 1

Floor area of new work (m²) 7.2 M2

Residential Buildings ONLY:

No. dwellings to be constructed 1 Will a dwelling be attached to new buildings? Y N

No. pre-existing dwellings on the site 11 Will a new building be attached to other buildings? Y N

No. dwellings to be demolished nil Will the site contain a dual occupancy? Y N

Materials to be used in the construction of the new building(s) *tick all that apply*

- | | | | |
|---|--|---|---|
| -Walls- | -Roof- | -Floor- | -Frame- |
| <input type="checkbox"/> brick (double) | <input type="checkbox"/> tiles | <input type="checkbox"/> concrete | <input type="checkbox"/> timber |
| <input type="checkbox"/> brick (vener) | <input checked="" type="checkbox"/> steel /aluminium | <input type="checkbox"/> timber | <input checked="" type="checkbox"/> steel |
| <input type="checkbox"/> concrete/stone | <input type="checkbox"/> other | <input checked="" type="checkbox"/> other | <input type="checkbox"/> other |
| <input type="checkbox"/> timber | | | |
| <input checked="" type="checkbox"/> steel / aluminium | | | |
| <input type="checkbox"/> other | | | |

Section E – PRINCIPAL CERTIFYING AUTHORITY

Do you wish to appoint Council as the Principal Certifying Authority (PCA) for the purpose of undertaking inspections and issuing Occupation and/or Subdivision Certificates? YES NO

If you tick YES, you must provide a copy of the Builders Home Warranty insurance or Owner-Builders Permit prior to booking the first inspection. If you tick NO and your proposal includes building or subdivision work, you are advised that building or construction work cannot be commenced until a PCA is appointed.

If you have nominated Council as the PCA, do you intend to start work within 90 days? YES NO

If you tick NO, you will need to provide a separate Commence of Works form at least 2 days prior to booking an inspection.

Section F – APPROVALS UNDER SECTION 68 LGA 1993

Water, sewage & stormwater	New structures or places of public entertainment	Other activities
<input checked="" type="checkbox"/> Water supply work and/or sewerage work in residential areas <input checked="" type="checkbox"/> Stormwater drainage work <input type="checkbox"/> Install and operate and onsite sewage management system <input type="checkbox"/> Trade waste	<input checked="" type="checkbox"/> Install a manufactured home, moveable dwelling or associated structure <input type="checkbox"/> Install a temporary structure <input type="checkbox"/> Use a building as a place of public entertainment	<input type="checkbox"/> Swing goods across a public road by means of a lift, hoist or tackle projecting over the footway <input type="checkbox"/> Expose or allow to be exposed (whether for sale or otherwise) any article in or on or so as to overhang any part of the road or outside a shop window or doorway abutting the road, or hang an article beneath an awning over the road <input type="checkbox"/> Operate a public car park <input checked="" type="checkbox"/> Operate a caravan park, camping ground or manufactured home estate <input type="checkbox"/> Install a wood heater

For water, sewerage & stormwater work in residential areas Please indicate which services you require

- standard 20mm water service
 standard sewer service
 service to supply multi-occupancy development: number of units _____
 commercial/industrial developments: type of industry Primitive Camping on showground
 Will you be installing hose reels fixed sprinklers a hydrant within your property?

For installation and operation of onsite sewage management systems Please indicate which services you require

Installation Firm/Plumber: TBA when construction begins

Address: _____

Phone: _____ Licence No: _____

WC Flush Capacity: AS1428.1 2009 litres Septic Tank Capacity: _____ litres

Collection Well Capacity: _____ litres Aerated Septic Tank Brand: _____ litres

Source of Water Supply: Town water

Wastes to be connected: WC and Disable toilet/shower block (x1) & Dump site

Number of Persons Residing on Premises: N/A

Conditions of Installation : Council's water installation will terminate at the meter. The water pipe from the main and the meter remain the property of Council and is the owner's responsibility to protect from damage whilst maintaining reasonable access to the service and meter at all times. Council's sewer service will terminate in a junction/pipe socket. The owner is responsible for the internal service and inspection shaft ("S-Box").

Please note; The fee for each application and depends on the individual nature and the type of intended development. It is suggested that Council be contacted for a fee quote prior to lodgement to ensure that your application is not delayed unnecessarily.

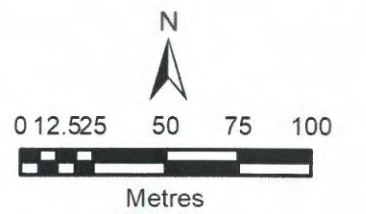
Uralla Showground

Site Plan

Disable Toilet & shower site

Camping sites as Numbered

Sewer Dump Point site



Projection: Lambert Conformal Conic (LPI NSW)
 Datum: GDA94
 Prepared By: Armidale Crown Lands



Disclaimer
 The information contained in this map has been provided in good faith. Whilst all effort has been made to ensure the accuracy and completeness of this information the data providers take no responsibility for errors or omissions nor any loss or damage that may result from the use of this information.
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USC

29th June 2021.

30 JUN 2021

Mr JL & Mrs MA Scott.

Received

TO THE URALLA SHIRE COUNCIL,

ATTENTION: The Manager Planning & RegulationOBJECTION TO APPLICATION No DA-31-2021.PRIMITIVE CAMPING & DISABLED TOILET & SHOWER AND DUMP SITE.AT 8A KING STREET BY URALLA SHOWGROUND LAND MANAGER.

Dear Sir.

We wish to make strong objection to the above proposed development for the following reasons;

- The area in which the proposed development would take place is currently a very quiet residential area.

On most days the traffic is very light and there is very little noise both day and night. Many of the town's residents use this area to jog and walk for this reason. There is a high proportion of residents with young families who have made the decision to purchase homes in this area for the above current conditions.

- We are concerned that if this DA is approved it may result in ;

1. Increased Traffic – both day and night.
2. Increased Noise – As stated above this area is currently very quiet, the last thing that the current residents need is loud noise.
3. Possible smell or escape of effluent – The “Dump” point is very close to some houses. Any leaks or spills would travel downhill and contaminate the showground dam and then further down, through the back yards in Sandon Close.
4. Illegal consumption of alcohol / bad behaviour- Unless properly controlled (such as in a dedicated holiday/caravan park this may be a problem.
5. Unrestrained / noisy animals. - Will animals be allowed? The DA gives no details.
6. Reduced property values. - If any or all of the above occur it will ultimately lead to a reduction in property values.

Whilst this is very bad for the owners it will also result in lower rates being paid to Council.

7. Duplication of current available facilities. - There is already current “Dump” site at Thunderbolts Grave. There is also camping facilities at the Caravan Park near Alma Park. Any Primitive camping proposal would be better located well out of town where it would not negatively affect rate paying residents.

The current information supplied to affected residents is very brief and certainly does not include how such a proposal would be operated. It does not state the hours of operation, who will be responsible for excess noise (particularly at night), how many “campers” would be allowed at any one time, the consumption of alcohol and animal control. It also does not state whether a full Environmental impact assessment has or will be carried out.

The current proposed DA also has three proposals in the one submission. It would have been better if these were addressed as three separate DA's. Whilst we are not opposed to the Disabled Toilet and shower, we are very opposed to the Primitive camping and DUMP site.

Summary.

We strongly believe that these proposals will have a very negative affect on a large number of Uralla's residents.

We also believe that this proposal will be of no benefit to our local community or Council and will only cause problems.

We also believe that the proposed DA lacks very important details on how the "Primitive Camping" would be conducted on a day to day basis.

In closing, we respectfully request that Council completely rejects this DA application in full.

Should the applicant wish to submit a new DA for the Disabled Toilet & Shower only, we would most likely be in support, (subject to the standard DA approval process).

Yours Sincerely,

A black rectangular redaction box covering the signature of Jeffrey & Margaret Scott.

Jeffrey & Margaret Scott.

Development Assessment Report

DA Number: DA-31-2021 Council: Uralla Shire Council
 Location: 8A King Street URALLA
 Development Description: Primitive Camping, Disabled Toilet & Shower, and Dump Site
 Title Details: Lot: 508 Sec: 35 DP: 755846

Property Details/History

	Checked	Comments
File History	No	
Title Plan	Yes	
Check Ownership	Yes	

Application Type

Is this application an Integrated Development Application? No
 Is it a BASIX affected development? No

Concurrence/Referral

Section 4.13 – EP & A Act

Does this application require concurrence or referral? No
 Is there any other issue that requires notation? No
 Does this application require referral for decision by Council? Yes

Local Environmental Plan

Section 4.15(1)(a)(i) – EP & A Act

This land is zoned: RE1 Public Recreation

List the relevant clause/clauses applicable under the LEP

Clause	Compliance	Comment
Land Use Table	Yes	The proposed land use requires development consent.

Development Control Plan

Section 4.15(1)(a)(iii) – EP & A Act

Does Uralla DCP 2011 apply to this land/proposal? Yes

Chapter	Compliance	Comment
13	Yes	

Regional Environmental Plan

The proposed development is not inconsistent with the New England North West Regional Plan.

State Environmental Planning Policy

Is this proposal affected by a SEPP?

Yes

List all relevant SEPPs

SEPP	Compliance	Comment
State Environmental Planning Policy (Koala Habitat Protection) 2021	Yes	No clearing proposed, Not core koala habitat for the purposes of the SEPP. Low to no impact on koala habitat.

Environmental Impacts

Section 79c(1)(b) – EP & A Act

Does this proposal have any potential environmental impacts?

No

Impact	Comment
Amenity	No significant impact expected.

Environmental Impacts – Heritage

Section 4.15(1)(b) – EP & A Act

Does this proposal have any potential impact on?

Heritage	Impact	Comment
European	No	
Aboriginal	No	

Flooding

Section 4.15(1)(b) – EP & A Act

Is this property flood affected?

No

Bush Fire Prone Land

Section 4.15(1)(b) – EP & A Act

Is this property bush fire prone as per the Bush Fire Prone Map?

No

Contaminated Land

Section 4.15(1)(b) – EP & A Act

Has this land been identified as being contaminated land by Council?

No

Infrastructure

Has an engineering assessment been completed?

No

Does this proposal have any potential infrastructure impacts?

No

Construction Assessment

Is a construction assessment required?

No

Section 68 Assessment

Section 68 – LGA Act

Is a section 68 approval required?

Yes

What the type of assessment/approval required? F2, B1, B5 and B6.

Notification

Section 4.15(1)(d) – EP & A Act

Was this application notified?

Yes

Is this application an advertised development application?

No

Were there any written submissions received?

Yes

If Yes, what was the number of submissions received?

1

Submission Maker	Issue	Comment
Jeffery and Margaret Scott	<ol style="list-style-type: none"> 1. Increased traffic. 2. Increased noise. 3. Possible smell or escape of effluent. 4. Illegal consumption of alcohol / bad behaviour. 5. Unrestrained / noisy animals. 6. Reduced property values. 7. Duplication of current available facilities. 	<ol style="list-style-type: none"> 1. It is anticipated that traffic volumes will increase marginally during daylight hours however any amenity impacts from these movements is expected to be minimal. 2. Given the location of the camp sites and the maximum capacity there is nothing to suggest that ambient noise levels at residential receptors would increase. 3. As the dump point will be plumbed into Council's sewer and the dump point will be in excess of 110m from the nearest residential receptor there is no reason to anticipate any amenity impacts. 4. There is nothing to suggest that behaviour impacts from the proposed development would be in any way greater than residential or commercial sites. 5. As the showground is a public place dogs are required to be under effective control and this provided for under the provisions of the Companion Animals Act 1998. 6. There is no evidence or reason to suggest that approval of the application would impact property values. 7. It is desirable and appropriate to have a dump point at a camping ground. Anecdotal evidence also suggests there is some strong support in the community for a primitive camping ground within the Uralla urban footprint. It is also considered in the public interest to have a range of accommodation options available to the travelling public.

Public Interest

Section 79c(1)(e) – EP & A Act

Does this proposal have any construction or safety issues?

No

Site Suitability
Section 4.15(1)(c) – EP & A Act

Is this a suitable site for this proposal

Yes

Assessing Officer General Comment

ASSESSMENT – KEY ISSUES

No issues warranting further detailed consideration have been identified.

Recommendation

No significant adverse impacts are known or expected on the natural, social or economic environment as a result of the approving the application. In that context it would be appropriate to approve the Development Application subject to the attached recommended conditions of development consent.

Conclusion

I confirm that I am familiar with the relevant heads of consideration under the Environmental Planning & Assessment Act and Local Government Act (if applicable) and have considered them in the assessment of this application.

I certify that I have no pecuniary or non-pecuniary interest in this application.

Additional Notes Attached:

No

Signed:



Matt Clarkson, Manager of Development and Planning

Date: 9 July 2021

PRESCRIBED CONDITIONS (under Environmental Planning and Assessment Regulation 2000)

Compliance with National Construction Code & insurance requirements under the Home Building Act 1989

Please Note: A reference to the National Construction Code is a reference to that Code as in force on the date the application is made for the relevant:

- (a) development consent, in the case of a temporary structure that is an entertainment venue, or
- (b) construction certificate, in every other case.

1. The work must be carried out in accordance with the requirements of the *National Construction Code*.

Erection of signs

Please Note: This does not apply in relation to:

- (a) building work, subdivision work or demolition work that is carried out inside an existing building, which does not affect the external walls of the building development consent, in the case of a temporary structure that is an entertainment venue, or
- (b) Crown building work that is certified, in accordance with section 116G of the Act, to comply with the technical provisions of the State's building laws.
- (c) a complying development certificate issued before 1 July 2004 only if the building work, subdivision work or demolition work involved had not been commenced by that date.

2. A sign must be erected in a prominent position on any site on which building work, subdivision work or demolition work is being carried out:
 - (a) showing the name, address and telephone number of the principal certifier for the work, and
 - (b) showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and
 - (c) stating that unauthorised entry to the site is prohibited.
3. Any such sign is to be maintained while the building work, subdivision work or demolition work is being carried out, but must be removed when the work has been completed.

GENERAL CONDITIONS

4. 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.

5. The owner of the property is to ensure that any structure is installed:
 - (a) to meet the setback requirements of the approved plans,
 - (b) to be located within the confines of the lot, and;
 - (c) so that it does not interfere with any easements or covenants upon the land.

Reason: To avoid any structures being erected in a location where it would be inappropriate.

6. The structures are to be inspected at the following stages of construction:
- before the pouring of footings**
 - before covering drainage (under hydrostatic test)
 - before pouring any reinforced concrete structure **
 - before covering the framework for any wall, roof or other building element **
 - before covering waterproofing in any wet area**
 - before covering any stormwater drainage connections
 - when the building work is completed and all conditions of consent have been addressed**

** denotes a critical stage inspection (a mandatory inspection under Section 109C of the EP&A Act 1979). Please note that an Occupation Certificate cannot be issued for a *development where a critical stage or other nominated inspection has not been carried out.

Council has limited capacity for inspections, which may only be on specific days. Please contact Council well in advance to arrange an inspection.

*All sewer and drainage works associated with the approval are to comply with the requirements of AS 3500 and completed only by a licensed plumber and drainer

Reason: To ensure compliance with appropriate standards.

7. A Construction Certificate must be obtained from a Certifier before work commences.
- Reason: To ensure compliance with Cl.146 of the Environmental Planning and Assessment Regulation 2000.*
8. Occupancy of the building is not to take place until the Principal Certifier (PC) has carried out a final inspection and an Occupation Certificate issued.
- Reason: To ensure compliance with the Environmental Planning and Assessment Act 1979 and to restrict the use of the premises until the terms of the Development Consent have been complied with so as to ensure the health and safety of occupants of the building.*
9. Roof water is to be disposed in a manner that does not cause a nuisance for neighbouring properties, by one of the following methods:
- (a) By piping onto a hardened surface and directed away from the building.
 - (b) By piping 3.0 metres clear of any building to a rubble pit.

Reason: To alleviate any potential stormwater problems with respect to the buildings on the allotment or adjoining allotments.

10. A sign is to be erected and maintained at the entrance to the site which states:

Uralla Showground Primitive Camping Ground

Conditions of use:

- Use designated camp sites only.
- Only one caravan, bus or motor home is permitted per site.
- Maximum of 12 persons in tents per designated camp site.
- Tents must be kept a minimum of 3 metres apart.
- Unoccupied caravans, campervans and tents are not permitted to remain on site for more than 24 hours.
- Maximum length of stay is seven nights.

Reason: To ensure compliance with the principles of clause 132 of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005.

11. A maximum of eighteen (18) camp sites are to be established on the primitive camping ground area as per the supplied plan. Each site is to be marked out by logs or similar barriers.

Reason: To ensure compliance with the principle of sub-section 132(2)(b) of the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005.

12. Approval to operate a primitive camping ground under Section 68 of the Local Government Act expires five (5) years after the date of development consent.

Reason: Section 103 of the Local Government Act 1993 provides that approvals issued under Section 68 lapse after 5 years. Application can be made to extend or renew the approval within a 3 month period prior to the approval lapsing (see S.107).

13. 1) The maximum number of designated camp sites is not to exceed a mean average of 2 for each hectare of the camping ground (where that figure is the average calculated over the total area of the primitive camping ground),
- 2) Camping is not permitted within the primitive camping ground other than on designated camp sites,
- 3) A caravan, annexe or campervan must not be allowed to be installed closer than 6 metres to any other caravan, annexe, campervan or tent,
- 4) A tent must not be allowed to be installed closer than 6 metres to any caravan, annexe or campervan or closer than 3 metres to any other tent,
- 5) The camping ground must be provided with a water supply, toilet and refuse disposal facilities,
- 6) Unoccupied caravans, campervans and tents are not to be allowed to remain in the camping ground for more than 24 hours,
- 7) If a fee is charged for camping, a register must be kept that specifies the size of the group (if any) with whom the person listed in the register camped.

Reason: To ensure provision of an appropriate level of amenity for users and compliance with the Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005.

14. An all-weather 2WD access hardstand parking surface must be provided for each site, and all vehicles must be able to enter and exit the site in a forward direction.

Reason: To ensure the applicant provides sufficient parking arrangements for vehicles.

15. Parking facilities, including one (1) disabled car park, are to comply with Part D3.5 of Building Code of Australia and the requirements of Australian Standard 2890.1 – Parking Facilities – Off-street Car Parking and Australian Standard 2890.6 – Off Street Parking for People with Disabilities.

Reason: To enable use of the car space by people with disabilities and to ensure compliance with the requirements of the Building Code of Australia.

16. No increase or interference with the amenity of the area is to be created by reason of any process or operation on the premises causing the emission of noise, dust, smoke or any other pollution discharge.

Reason: To prevent pollution from detrimentally affecting the public or environment.

17. The responsible person for plumbing and drainage work must ensure that the responsible person has given Council a notice of work in an approved form that specifies the work to be carried out and the responsible person for the work.

The notice of work must be provided no later than 20 business days before the work concerned is carried out in the case of work that involves a proposed alternative solution, or no later than 2 business days before the work concerned is carried out in any other case.

Reason: Statutory requirement.

18. The responsible person for plumbing and drainage work must provide Council, and the person for whom the work is carried out, with a certificate of compliance within 2 business days after the work is completed.

Reason: Statutory requirement.

Note: A certificate of compliance is a written document, in an approved form, that certifies that the plumbing and drainage work to which it relates is code compliant.

19. On completion of plumbing and drainage work that consists of or includes carrying out work on a sanitary drainage system, the responsible person for the work must supply a plan of the work, in the approved form, to the following persons:

- a) The owner of the land or the owner's agent,
- b) The Council.

Reason: Statutory requirement.

CONDITIONS TO BE COMPLETED PRIOR TO CONSTRUCTION COMMENCING

20. The owner/s of the property are to give Council written notice of the intention to commence works and the appointment of a Principal Certifier (if the PC is not Council) at least two days before the proposed date of commencement.

Reason: To ensure compliance with the Environmental Planning and Assessment Regulation 2000

CONDITIONS TO BE COMPLIED WITH DURING CONSTRUCTION

21. The owner of the property is to ensure that any building is constructed:
 - (a) to meet the setback requirements of the approved plans,
 - (b) to be located within the confines of the lot, and;
 - (c) so that it does not interfere with any easements or covenants upon the land.

Reason: To avoid any buildings being erected in a location where it would be inappropriate.

22. The applicant shall ensure that noise pollution is minimised during the course of construction. The use of power tools and/or similar noise producing activities shall be limited to the following hours:-

Monday to Saturday 7.00 AM to 5.00 PM

Sunday & public Holidays No construction activities are to take place.

Reason: To ensure that public amenity is not unduly affected by noise.

23. All works are to be executed in a good and workmanlike manner and all materials are to be installed as per manufacturers' instructions and any applicable Australian Standards.

Reason: To ensure that the building work is completed in accordance with the approval and is in a safe and healthy condition for use by occupants.

24. A copy of the approved and certified plans, specifications and documents incorporating conditions of approval and certification shall be kept on the Subject Site at all times and shall be readily available for perusal by any officer of Council or the PCA.

Reason: To ensure compliance with approved plans.

CONDITIONS TO BE COMPLETED PRIOR TO OCCUPATION/USE COMMENCING

25. The disabled facilities must be completed prior to the primitive camping ground commencing operation.

Reason: To ensure an appropriate standard of services for people with disabilities.

26. A Section 68 approval to operate a camping ground must be obtained from Council.

Reason: To ensure compliance with the Local Government Act 1993.

ADVISORY NOTES – GENERAL

27. The applicant is solely responsible for ensuring that all additional consents and agreements are obtained from other authorities, as relevant.

28. It is possible that a covenant may affect the land which is the subject of this consent. The grant of this consent does not necessarily override that covenant. You should seek legal advice regarding the effect of any covenants which affect the land.

29. Underground assets may exist in the area that is subject to your application. In the interests of health and safety and in order to protect damage to third party assets please contact Dial before you dig at www.1100.com.au or telephone on 1100 before excavating or erecting structures (This is the law in NSW). If alterations are required to the configuration, size, form or design of the development upon contacting the Dial before You Dig service, an amendment to the development consent (or a new development application) may be necessary. Individuals owe asset owners a duty of care that must be observed when working in the vicinity of plant or assets. It is the individual's responsibility to anticipate and request the nominal location of plant or assets on the relevant property via contacting the Dial before you dig service in advance of any construction or planning activities.

30. Any alteration to the drawings and/or documentation shall be submitted for the approval of Council. Such alterations may require the lodgement of an application to amend the consent under s4.55 of the Act or a fresh development application. No works other than those approved under this consent shall be carried out without the prior approval of Council.

31. Telecommunications Act 1997 (Commonwealth): Telstra (and its authorized contractors) are the only companies that are permitted to conduct works on Telstra's network and assets. Any person interfering with a facility or installation owned by Telstra is committing an offence under the Criminal Code Act 1995 (Cth) and is liable for prosecution. Furthermore, damage to Telstra's infrastructure may result in interruption to the provision of essential services and significant costs. If you are aware of any works or proposed works which may affect or impact on Telstra's assets in any way, you are required to contact: Telstra's Network Integrity Team on phone number 1800 810 443.

32. Pursuant to Section 94(1)(a) of the *Local Government Act 1993 (General) Regulation 2005*, prior to any water main extension work or sewer main extension work the developer is to apply for a Section 68 Certificate approval and submit proposed plans.

END

Department: Infrastructure & Development
Prepared by: *Manager of Development and Planning*
TRIM Reference: UINT/21/7300
Attachments: UINT/21/7299 Uralla Community Participation Plan 2021

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	2.2	Growing diversified employment, education and tourism opportunities
Strategy:	2.2.1	Provide land use planning that facilitates employment creation
Activity:	2.2.1.1	Optimise land use planning instruments to support employment creating business and industries
Action:	2.2.1.1.1	Monitor and review Council's Local Environment Plan and other strategic and supporting planning documents

NOTE TO COUNCILLORS:

In accordance with the provisions of S375A of the *Local Government Act 1993*, a Division is to be called whenever a motion for a planning decision is put to the meeting, for the purpose of recording voting on planning matters.

SUMMARY:

1. The purpose of this report is to recommend that Council endorse, and resolve to publicly exhibit, the draft Uralla Community Participation Plan 2021 for a period of 28 days.

RECOMMENDATION:

That Council place the draft Uralla Community Participation Plan 2021 on public exhibition for a period of not less than 28 days and if no submissions are received from the public or the Department of Planning, Industry and Environment that the plan be adopted.

REPORT:

2. Community Participation Plans (CPPs) are a current requirement under the Environmental Planning and Assessment Act 1979 (the Act). A CPP outlines how and when planning authorities engage the community across their planning functions.
3. The purpose of the CPP is to provide a single document that the community can access that sets out all of Council's community participation requirements under the planning legislation, including all minimum mandatory exhibition timeframes.
4. The expectation is councils will eventually transfer all community participation requirements (sometimes referred to as notification, advertising or submission periods) from development control plans to their CPP or a community engagement strategy prepared to meet the CPP requirement.

5. The draft CPP was provided to Council at a General Manager's briefing session on 13 July 2021 and Councillors were invited to ask questions and to provide out-of-session feedback on the document.
6. Following internal review of the draft policy, some amendments have been made including;
 - In Part 4 – Amended: *Development applications that have had a written objection submitted will be referred to the relevant standing Council Committee for comment prior to being referred to Council for determination discussion.*
 - In Part 5 – Added: *Depending on the nature of the development, Council may use a range of engagement techniques to notify key stakeholders and the community of the proposed development.*

CONCLUSION:

7. With Council endorsement of the draft CPP, the draft CPP should be publicly exhibited for a period of not less than 28 days.

COUNCIL IMPLICATIONS:

8. Community Engagement / Communication

The draft CPP to be placed on public exhibition for a minimum of 28 days.

9. Policy and Regulation

Uralla Development Control Plan 2011

Environmental Planning & Assessment Act 1979

10. Financial / Long Term Financial Plan

Nil

11. Asset Management / Asset Management Strategy

Nil

12. Workforce / Workforce Management Strategy

Nil

13. Legal and Risk Management

Nil

14. Performance Measures

Nil

15. Project Management

Manager Planning & Development



**Community Participation
Plan 2021**

Draft v0.2

Date Endorsed by General Manager		Document Reference Number of Endorsement	
Document Owner	<i>Director of Infrastructure and Development</i>		
Document Development Officer	<i>Manager of Development and Planning</i>		
Review Timeframe	<i>4 years</i>		
Last Review Date:	N/A	Next Scheduled Review Date	29.6.2025

Document History

Doc No.	Date Amended	Details/Comments eg Resolution No.
CPP001	19.2.2020	First draft v0.1
	27 July 2021	Second draft presented to Council v0.2
		Public Exhibition <<<insert dates>>> / Council resolution number

Related Legislation*	Environmental Planning and Assessment Act 1979 (NSW), Local Government Act 1993 (NSW), Uralla Local Environmental Plan 2012
Related Plans	Uralla Community Strategic Plan 2017-2027, Uralla Local Strategic Planning Statement 2020
Related Procedures/ Protocols, Statements, documents	Uralla Community Engagement Strategy 2017

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1. WHAT IS COMMUNITY ENGAGEMENT?

Community engagement is a process with a specific purpose to identify and work with groups of individuals with an interest in addressing issues affecting the community's well-being. The International Association for Public Participation (IAP2) developed the 'IAP2 public participation spectrum' to assist in defining the public's role in any public participation process.

Community engagement by Uralla Shire Council will be made up of one or more of the IAP2 five strategies:

- Inform;
- Consult;
- Involve;
- Collaborate, and
- Empower.

Collaboration will be the most significant part of the Uralla Shire Council's engagement. It involves working with key stakeholders and the community to find solutions and alternatives. This stage comes after all the information has been sought through consultation and understood clearly during the involving stage.

2. WHAT IS A COMMUNITY PARTICIPATION PLAN (CPP)?

Community Participation Plans (CPPs) are a requirement under the Environmental Planning and Assessment Act 1979 and are designed to make participation by the public in planning matters clearer.

Community participation is a vital aspect for planning and development across Uralla Shire. The CPP is an invitation to the community to communicate with Council about planning decisions, to achieve better economic, environmental and social outcomes for present and future stakeholders.

2.1 Objectives of the CPP

- To provide the community with appropriate information;
- To capture community input;
- To work on an ongoing basis with the community to ensure that ideas, concerns and aspirations are listened to and understood;
- To partner with the public to ensure the decision-making process considers alternatives and identifies, minimises or avoids negative impacts.

2.2 CPP principles

The Environmental Planning and Assessment Act 1979 NSW (the EP&A Act) guides councils to ensure that it will be clearer and easier for communities to understand how and when to participate in planning decisions. The principles of a Community Participation Plan as outlined by the EP&A Act are as follows:

- a) The community has a right to be informed about planning matters that affect it.
- b) Planning authorities should encourage effective and on-going partnerships with the community to provide meaningful opportunities for community participation in planning.
- c) Planning information should be in plain language, easily accessible and in a form that facilitates community participation in planning.

- d) The community should be given opportunities to participate in strategic planning as early as possible to enable community views to be genuinely considered.
- e) Community participation should be inclusive and planning authorities should actively seek views that are representative of the community.
- f) Members of the community who are affected by proposed major development should be consulted by the proponent before an application for planning approval is made.
- g) Planning decisions should be made in an open and transparent way and the community should be provided with reasons for those decisions (including how community views have been taken into account).
- h) Community participation methods (and the reasons given for planning decisions) should be appropriate having regard to the significance and likely impact of the proposed development.

2.3 How will the CPP be used?

The CPP explains the level of engagement the community can have for the different types of development, planning and assessment projects. It also provides transparency and accountability in the development, planning and assessment process within Uralla Shire.

2.4 Where does this CPP apply?

The CPP only applies to the Uralla Shire Council Local Government Area (LGA) and Council's exercise of its planning functions under the Environment Planning and Assessment Act 1979 (NSW) and the Local Government Act 1993 (NSW) (the LG Act).

2.5 What are Council's Planning responsibilities?

Development Assessment

- a) **Local Development** (other than Complying Development Certificates, Designated Development and State Significant Development): The Uralla Local Environmental Plan (LEP) outlines those types of development and land uses that require development consent before development can take place.
- b) **Integrated Development:** Integrated development is development (not being State significant development or complying development) that, in order for it to be carried out, requires development consent and one or more approvals.
- c) **Designated Development:** Designated developments are generally high impact developments or located in environmental sensitive areas. Designated developments are listed in Schedule 3 of the Environmental Planning and Assessment Regulations 2000 or can also be declared in a Local Environmental Plan or State Environmental Planning Policy.

Strategic Planning

- a) **Community Participation Plan** - The CPP sets out when and how Council will engage with the community across all planning functions and the minimum requirements for community participation.
- b) **Regional or District Plans** - The New England North West Regional Plan applies to the Uralla Shire and as developed by the NSW Department of Planning, Industries and Environment to plan for future infrastructure, housing, employment and health needs for the region.

- c) **Local Strategic Planning Statements** - The Local Strategic Plan is a long term visionary document which plans for future land use based on where the shire will be or would like to be in 20 years.
- d) **LEP** -The Uralla LEP guides planning decisions for Uralla Shire. It provides a framework for the use of land and the main planning tool used to shape the Uralla community and ensure that local development is achieved in an appropriate and sustainable way. Local Environmental Plans are generally reviewed every 5 years.
- e) **Development Control Plan** - A Development Control Plan provides detailed guidelines and specific controls that apply to development proposals in the Gwydir Shire. A Development Control Plan may be periodically reviewed to amend or introduce new controls relating development types, legislative changes or to clarify intent.
- f) **Developer and Infrastructure Contribution Plans** - Contribution plans allow Council to levy contributions on developments to assist in the provision or maintenance of community facilities or infrastructure on which the development impacts.

3. WHAT ARE THE PUBLIC EXHIBITION TIMEFRAME AND NOTIFICATION REQUIREMENTS?

There are both mandatory and non-mandatory requirements that apply to public exhibition of a development application or plan. Mandatory requirements legally protect the community’s right to make submissions on planning decisions that affect them. Non-mandatory requirements reflect best practice approaches in ensuring that there is an intention to actively involve the community in the planning process.

3.1 What are the requirements for public exhibition of planning documents?

Council endorsement is required before public exhibition of a draft planning document can be released for comment.

Engagement for these planning documents will include:

- Public exhibition at Council service centres;
- Notice on Council’s website;
- Notice on Facebook;
- For advertised development, a sign exhibited on the land and on a Council notice board, visible from a public space.

Table 1 - Mandatory plan making public exhibition timeframes

Planning Document	Mandatory Timeframes
Draft Development Control Plan	28 days
Planning proposals for LEPs, subject to a gateway determination	28 days – unless otherwise specified in the gateway determination
Draft Contribution Plans	28 days
Local Strategic Planning Statements	28 days
Draft Community Participation Plan	28 days

Planning Agreements	28 days
State Significant Development and Designated Development	28 days
Local Approvals Policy	14 days
Reclassification of land	28 days and a public hearing

3.2 Notification procedures and guidelines for Development Applications

Adjoining landowners will be given notice of an application if, in the opinion of Council, the enjoyment of land adjoining the development may be detrimentally affected by the proposed development. Upon the lodgement of an application, the Planning Manager will determine who may be detrimentally affected.

The following Applications will not be notified as per the provisions of this document:

Exempt and Complying Development:

- Exempt or complying development as set out in *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008* (the Codes SEPP).

Subdivisions:

- Minor boundary adjustments, which do not require physical works; and
- Strata subdivision proposals.

Commercial or Industrial Uses:

- The change of use of buildings (in a commercial and industrial zone), except at Council's discretion.

Houses and Extensions:

- Detached single-storey dwellings in a Residential Zone (other than second-hand dwellings);
- Ancillary structures associated with residential developments, including carports, pergolas, garden sheds and the like, which are sited 1m from any boundary, sited behind or in-line with the existing building line and comply with Council's building setbacks;
- Alterations to an existing residential building where the works will not result in any change to the height, external configuration or external façade of the existing building;
- Single rural dwellings on properties of greater than 10 hectares, where the proposed dwelling is located a minimum of 20m from the boundaries of the property;
- Alterations and extensions to rural dwellings on properties of greater than 10 hectares, where the proposed dwelling is located a minimum of 20m from the boundaries of the property; and
- Rural workers accommodation on properties greater than 100 hectares where the proposed accommodation is located a minimum of 20 m from the boundaries of the site.

Swimming Pools:

- Private swimming pools.

Persons to be Notified

Written notice of a Development Application will be sent to those persons who appear to the Council to own or occupy adjoining land and neighbouring land if, in the Council's opinion, the enjoyment of the

land may be detrimentally affected by the development proposal. This could include land opposite or otherwise distanced from the application site.

Notification Period

A person may inspect a plan and make a submission within the notification period which will be a minimum of 14 days. The submission period is the same as the notification period.

Form of Submissions from Persons Notified and the General Public

Submissions made in respect of applications must be in writing and addressed to the General Manager. Submissions must clearly indicate the name and address of the person making the submission and details of the proposal to which the submission relates. Should an objection be part of the submission, the reasons for the objection are to be provided. All submissions are to be accompanied by a form declaring any donations or gifts to an elected member of Council or a Council staff member (as set out in the form available for such declarations available from Council or Council’s website). Names of submission makers are published in Council reports for transparency and accountability reasons, however addresses and other contact details are not.

4. CONSIDERATION OF SUBMISSIONS

Consideration of Submissions

Council will consider all submissions received within the specified time period before determining a Development Application. In making a determination the content of a submission must be balanced with the Council’s statutory obligations. Submissions form a part of the assessment of an application and each application will be assessed on its merits.

When determining a development application, Council will take into consideration any submissions it has received during the notification period. Delegated authority will not be used to determine a development application that has received a written objection to the proposal. Development applications that have had a written objection submitted will be referred to Council for determination.

Applicant to be advised of Objections

Written submissions cannot remain confidential as they may be used to assist in negotiations with the owner/applicant of the proposal or be included in Council business papers. The applicant will be advised of the terms of any objection and is entitled to read all submissions received. Where applications are amended in response to objections received, comments may be sought from previous objector/s.

5. WHAT TYPE OF ENGAGEMENT TECHNIQUES MAY BE USED FOR DIFFERENT COMMUNITIES IN THE URALLA SHIRE?

Depending on the nature of the development, Council may use a range of engagement techniques to notify key stakeholders and the community of the proposed development.

Table 2 – Engagement techniques

Media	Advertise engagement opportunities via local newspapers, newsletter and media releases.
Social Media	Engage with and inform the community via Council's Facebook page.
Mail drops	Newsletters and leaflets to keep the community informed: will be targeted to the area of development.

Information Brochures	Provide information brochures at Council's offices and other relevant buildings, such as the library.
Schools	Connecting and engaging with both primary and high school students will gather insights from younger members of the community. This will also establish a good relationship with youth in order to increase effective community engagement in the future.

END

Department: Infrastructure & Development
Prepared by: *Manager Development & Planning*
TRIM Reference: UINT/21/7868

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal: 4.1 A strong accountable and representative Council
Strategy: 4.1.2 Engage with the community effectively and use community input to inform decision making
Activity: 4.1.2.1 Incorporate inclusive community consultation and stakeholder engagement in Council decision making

SUMMARY:

1. This report provides the results of the community consultation and survey undertaken regarding the proposed name change of Hampden Park to *Sunny Jim Mackay Park* for Council's consideration.

RECOMMENDATION:

That Council reject the proposed renaming of Hampden Park.

OR

That Council:

- i. **Endorse the proposed name change of Hampden Park being the land incorporated in Lot 26 DP 1129476 and Lot 4 Sec 26 DP 759022 to 'Sunny Jim Mackay Park'; and**
- ii. **Make an application to the NSW Geographical Names Board to change the name of Hampden Park to 'Sunny Jim Mackay Park'.**

REPORT:

2. At its Ordinary Meeting held 23 February 2021, Council resolved to undertake public consultation for the proposal to change the name of Hampden Park to *Sunny Jim Mackay Park*.
3. The proposal to rename Hampden Park to *Sunny Jim Mackay Park* was submitted by the Uralla Historical Society and supported by the Uralla Township and Environs Committee.
4. The proposed change of name commemorates James Rainey Munro "Sunny Jim" Mackay (1880 – 1953), an Australian cricketer who started his career in Uralla. Mr Mackay went on to represent the New South Wales and Transvaal South African clubs.
5. The origin of the current name 'Hampden Park' is unknown.

COMMUNITY FEEDBACK:

6. Council placed notice of the proposal on public exhibition from 23 March 2021 to 26 April 2021. The notice was published on Council's website and advertised through the Council Newsletter and social media.
7. A survey was made available online with paper copies available for collection at Council's Customer Service Centre and at the Uralla Library.
8. A total of 71 responses were received. Of all responses collected, 48 (67%) supported the proposal; 15 (21%) opposed the proposal; and 8 (11%) responses neither supported nor opposed the proposal.
9. Community feedback collected through the public exhibition and survey is set out in the table below.

Feedback submitted in support of proposal
<ul style="list-style-type: none">• That's a "good" idea!• Wonderful initiative. Local pride. What is Hampden to Uralla? Who cares that it is a field in Glasgow.• It would be nice to honour a local icon.• Great idea.• The name "Sunny Jim Mackay Park" (from Hampden Park) is a meaningful and appropriate name for this Uralla park. The name change will honour our Uralla cricketer - an honour so justly deserved. If the name change goes ahead, it will tie in perfectly with the Sunny Jim Mackay exhibition recently opened at McCrossin's Mill Museum. It will be another tourism drawcard for visitors including international visitors especially "cricket buffs." Hopefully the name change (to Sunny Jim Mackay Park) will encourage young people in Uralla to research Sunny Jim and take up the game of cricket. Let's name the park in honour of James Rainey Munro (Sunny Jim) Mackay who was from Uralla. It makes sense to do so.• "Sunny Jim Mackay Park" has meaning and relevance for the people in Uralla. "Hampden Pk" has meaning for the people from Glasgow!• Great idea and a beautiful tribute to a superb local talent.• It is a stand-out, quirky name that will tweak the curiosity of visitors to our town.• It better represents Uralla• The proposed change does have Uralla history to it. The change if name to Sunny Jim Mackay would be most appropriate.• I think it's a great name that has everything to do with the history of Uralla especially as a sporting tribute to our very own icon!• Hampden Park, the huge football stadium in Glasgow, has no evident significance to Uralla, the name for our Uralla park most probably proposed by a homesick Scottish pioneer. It is consistently misspelled as Hampton, Hamden, etc. This park is where James Mackay of Uralla began his phenomenal cricket career, compiling century after century, and setting records for the NSW team that will probably never be broken. At one stage, in 1906, "Sunny Jim" was described as "the best batsman in the world". A brilliant cricketer and thorough gentleman, he is the ONLY Uralla person ever to have attained international fame. Renaming the park in his honour will bring great credit to Uralla.• Sunny Jim Mackay, from Uralla, was an outstanding cricketer. It is fitting that his skill and achievements in cricket are recognised in this Uralla park.• A fitting tribute to the memory of this great Uralla cricketer, and an acknowledgement that will make Uralla residents proud.• I hope this happens.• This is a wonderful idea where the re-naming of public space represents a more relevant link to one aspect of our town's history... the former practice area of a respected local sportsman who became famous.• Sunny Jim is well known world-wide as a fabulous cricketer. Nobody seems to know for sure where or why Hampden Park got its name. Sunny Jim Mackay is much more relevant as name for a park where cricket is played

- Sunny Jim was an important local. Hampton has no known relevance.
- I think it would be a fitting tribute for Sunny Jim possibly the most under appreciated cricketer in Australia and even possibly the world
- Great initiative by the historical society.
- The proposed name change reflects the pride or the Uralla community should have in this great sporting identity, especially that he started his cricketing life on this piece of ground.

Feedback submitted against the proposal

- "Sunny Jim" was of minor significance in the Australian Cricket Pantheon. "Hampden" should not be obliterated!
- More of the same. How about a name that recognises Anaiwan?
- Uralla Historical Society have done a very good job publishing and commemorating (*sic*) the cricketer and I think this is sufficient
- Leave it as is. Everyone knows Hampden Park as Hampden Park.
- Including background on why the park was named Hampden Park originally would have aided in my decision making. Another option for a name change would be to acknowledge a significant figure pre-European settlement or female historic figure. Does this town need to idolise another male figure of European descent from this period of Australian history?
- How does this person relate to Uralla?
- I don't even know the significance of 'Hamden' Park, let alone naming it after some bloke that played a bit of cricket in and around Uralla
- I feel the proposed new name is too long and will only be shortened by locals so why not just considering calling it the Sunny Jim Park from the onset. Also it would help residents decide if they knew the history of the original name "Hampden park". This could be included in the survey introduction.
- I think Mackay Park would suffice
- It should stay as Hamden, stop changing everything in our town.

10. Should Council endorse the proposed name change, an application will need to be made to the NSW Geographical Names Board for approval.

Consistency with the NSW Geographical Names Board Place Naming Policy

11. The place name *Sunny Jim Mackay Park* is consistent with the Universal Naming Principles set out in the Geographical Names Board Place Naming Policy (hereafter "the GNB Place Naming Policy".)

12. The place name *Sunny Jim Mackay Park* is inconsistent with the guidelines for Commemorative Names as set out in the GNB Place Naming Policy. An extract from the GNB Place Naming Policy is set out below:

7.1 Personal Names

The names of deceased persons are suitable for the naming of reserves. Such persons shall have had a long term association with the area, or have made a significant contribution to the area of the proposed park or reserve. To assist local governments in determining the suitability of a name the GNB offers the following guidelines regarding association or contribution:

- *Two or more terms of office on the governing local government council.*
- *Twenty or more years association with a local community group or service club.*
- *Twenty or more years of association or service with a local or state government or organisation.*
- *Action by an individual to protect, restore, enhance or maintain an area that produces substantial long term improvements for the community.*

- *The death of a person within a place is not solely to be considered sufficient justification for commemoration.*
- *Local residents of note.*

13. Given the significant local interest in the historical connection of James Rainey Munro “Sunny Jim” Mackay to the township of Uralla and the community support, Council may endorse the proposal and submit an application to the NSW Geographical Names Board to change the name of Hampden Park to *Sunny Jim Mackay Park*.
14. The NSW Geographical Names Board will evaluate the merits of the proposal including the evidence of community support in its considered decision.
15. Should the NSW Geographical Names Board approve of the name change, the proposal will be published in the NSW Government Gazette and be open to submissions from the public.

CONCLUSION:

16. Council received positive feedback through community consultation undertaken in relation to the proposal, and therefore Council can endorse the proposal and submit an application to the NSW Geographical Names Board to change the name of Hampden Park to *Sunny Jim Mackay Park*.
17. Alternatively, in consideration of the submissions against the name change, Council can retain the status quo and resolve to reject the proposed renaming of Hampden Park.

COUNCIL IMPLICATIONS:

18. Community Engagement / Communication

The proposal was placed on public exhibition from 23 March 2021 to 26 April 2021. The notice was published on Council’s website and advertised through the Council Newsletter and social media. A survey was made available online with paper copies available for collection at Council’s Customer Service Centre and at the Uralla Library.

19. Policy and Regulation

Geographical Names Act 1966

NSW Geographical Names Board Place Naming Policy

https://www.gnb.nsw.gov.au/data/assets/pdf_file/0017/220148/GNB_Place_Naming_Policy.pdf

20. Financial / Long Term Financial Plan

N/A

21. Asset Management / Asset Management Strategy

N/A

22. Workforce / Workforce Management Strategy

N/A

23. Legal and Risk Management

Minimal reputational risk to Council.

24. Performance Measures

N/A

25. Project Management

Manager Development & Planning

Department: Infrastructure & Development
Prepared by: Manager Civil Infrastructure
TRIM Reference: UI/21/4008
Attachments: UINT/21/8660 - Works Program to 30 June 2021

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	2.3	A safe and efficient network of arterial roads and supporting infrastructure; and town streets, footpaths and cycle ways that are adequate, interconnected and maintained
Strategy:	2.3.1	Provide an effective road network that balances asset conditions with available resources and asset utilisation
Activity:	2.3.1.1	Deliver road and drainage maintenance services and capital works programs
Action:	2.3.1.1.1	Deliver sealed roads bitumen maintenance program in line with established service levels and intervention points - per Transport Asset Management Plan
	2.3.1.1.2	Deliver sealed roads capital renewal program - per Transport Asset Management Plan
	2.3.1.1.4	Deliver unsealed roads grading program in line with established service levels and intervention points - per Transport Asset Management Plan
	2.3.1.1.5	Deliver unsealed roads re-sheeting program in line with established service levels – per Transport Asset Management Plan

SUMMARY:

1. The purpose of this report is to inform Council of the works that have been completed or progressed to the following month, and works being undertaken in the current month.

RECOMMENDATION:

That Council receive the report for the works completed or progressed during June 2021 and works programmed for July 2021.

REPORT:

2. Works Undertaken in June 2021
 - **Main Road Maintenance**

MR73 Thunderbolts Way (Walcha)	Bitumen patching
Thunderbolts Way and Bundarra Road	Bitumen patching
 - **Sealed Roads Maintenance**

Uralla Streets and Rural Roads	Bitumen patching. Mowing
--------------------------------	--------------------------

Goodes Road, Arding Road, Pinegrove Road	Bitumen patching
<ul style="list-style-type: none"> ● Unsealed Roads Maintenance Grading 	
Martins Lane, Haynes Lane, Dorley Lane,	Graded
Bakers Lane, Hillview Road	Graded
Holloways Lane, Barloo Road	Graded
Panseyfield Road, Primrose Hill Road	Graded
Spring Gully Road, Ross Road, Ingledale Road, Bakers Creek Road	Graded
<ul style="list-style-type: none"> ● Construction 	
Hawthorne Drive	Repaired soft patches and continued sub-base construction
<ul style="list-style-type: none"> ● Bridge / Sign 	
Plane Avenue	Commenced shared path construction
Hawthorne Drive	Spring Gully box culvert repair
<ul style="list-style-type: none"> ● Town and Parks 	
Uralla	Recreational area maintenance, cemetery maintenance, clean gutters, mowing, sporting field linemarking, tree pruning, weed spraying

3. Works to be continued/undertaken in July 2021

<ul style="list-style-type: none"> ● Regional Sealed Road Maintenance ● Rural Sealed Roads Maintenance ● Unsealed Roads Maintenance 	<p>Bitumen patching, mowing</p> <p>Bitumen patching. Mowing</p> <p>Grading – Bullens Road, Saumarez War Service Road, Lindon Road, Glenburnie Road, Borgers Road, Enmore area, Balala Road, Bendemeer Road</p>
<ul style="list-style-type: none"> ● Bridge/Sign 	Plane Avenue shared path construction, Bundarra Town footpath construction
<ul style="list-style-type: none"> ● Construction 	Continue Hawthorne Drive Stage 1 Hawthorne Drive Stage 2 – vegetation clearing
<ul style="list-style-type: none"> ● Town Area 	General maintenance and upkeeping

4. The following road projects are funded and to be undertaken in coming months.

- Project: Tolleys Gully Bridge – New road construction - approaches
Funded: Restart NSW
- Project: Hawthorne Drive stage 2 construction
Funded: Fixing Local Road & Local Roads & Community Infrastructure
- Project: Old Gostwyck Road, Harriet Gully Road and Corey Road upgrade
Funded: Local Roads & Community Infrastructure
- Project: Bundarra Road
Funded: Block Grant & REPAIR Program
- Project: Bergen Road
Funded: Safer Roads Program

CONCLUSION:

5. The works progress report provides Council with information on the works completed or progressed during June 2021 and works programmed for July 2021.

COUNCIL IMPLICATIONS:

6. Community Engagement/ Communication (per engagement strategy)

Weekly posts to Council's Facebook and internal weekly bulletin keep the community informed of progress.

7. Policy and Regulation

Procurement Policy; Infrastructure Asset Management Policy; and other applicable Civil Infrastructure and Works policies of Council
Local Government Act (1993), Roads Act (1993), Work Health & Safety Act (2011), Environmental Planning & Assessment Act (1979) and Australian Standards.

8. Financial (LTFP)

In accordance with budget.

9. Asset Management (AMS)

In accordance with Asset Management Plan and on site condition assessment.

10. Workforce (WMS)

Council staff and contractors.

11. Legal and Risk Management

Maintaining Council assets to minimise legal and risk exposure.

12. Performance Measures

Works completed to appropriate standards.

13. Project Management

Works Manager, Overseer & Director Infrastructure & Development

Capital Works Program at 30 June 2021

ID	Task Name	Comments	Estimates	Actual Costs to date	December 14/12	January 11/01	February 8/02	March 8/03	April 5/04	May 3/05	June 31/05	July 28/06	August 26/07	September 23/08	October 20/09
1			\$0.00	\$0.00											
2	Bingara Road upgrade (8.9km - 11.1km)	Restart	\$794,183.00	\$685,934.56											
3	Tolleys Gully Bridge	Growing Local Economies	\$1,100,000.00	\$158,793.87											
4	Bridge design and construction		\$448,500.00	\$358,793.87											
5	Access road and approaches construction		\$551,000.00	\$0.00											
6	Safer Roads - MR73(South)	Safer Rd / Blackspot	\$247,840.00	\$250,167.01											
7	Construction & install safety barriers	Block Grant to fund remaining expenditure	\$247,840.00	\$250,167.01											
8	Regional Roads - REPAIR Program (Ext Funding \$187,326)	REPAIR / Block Grant	\$465,089.00	\$620,740.35											
9	Thunderbolts Way (MR73) South, Heavy Patching	Remaining budget (\$250,000) from Block Grant capital works. To use for heavy patching bad patches	\$0.00	\$254,903.59											
10	Thunderbolts Way(MR73C), REPAIR reconstruction ch 220000 to 22650 (adjacent Gaydir River bridge)	REPAIR. Proposed to use the underspent monies for heavy patching	\$287,912.00	\$183,481.39											
11	Thunderbolts Way(MR73C), REPAIR reconstruction ch 1300 to 1730 (Rifle Range) and guardrail	REPAIR	\$177,177.00	\$182,355.37											
12	Upgrade		\$400,000.00	\$467,057.15											
13	Retreat Rd (2km)	LRCI	\$400,000.00	\$467,057.15											
14	Renewals 1		\$2,449,234.00	\$1,352,853.70											
15	Reseals - Urban	R2R	\$70,343.00	\$60,086.32											
16	Reseals - Rural	R2R	\$372,269.00	\$162,439.05											
17	Reseals - Regional	Block	\$289,268.00	\$124,708.45											
18	Rehabilitation - Sealed Rural Roads		\$1,409,634.00	\$1,221,763.50											
19	Kingstown Road Heavy Patching (4.5 - 12.5km)	R2R	\$404,250.00	\$408,539.68											
20	Arding Road Heavy Patching(2.15km - 5km)	R2R	\$215,634.00	\$221,277.26											
21	Torryburn Road Heavy Patching (11.5 - 12.5km)	LRCI. To use remaining budget (\$68,000) for heavy patching	\$134,750.00	\$77,591.99											
22	Gostwyck Road Heavy Patching(4 - 5km)	R2R. To use remaining \$144,626 from R2R for heavy patching	\$0.00	\$136,935.47											
23	Hawthorne Drive Upgrade (0 - 2.2km)	FLR	\$655,000.00	\$377,419.10											
24	Rehabilitation - Sealed Urban Roads		\$307,720.00	\$236,139.13											
25	Uralla Street (Uralla Creek - Hill St)		\$31,000.00	\$35,195.37											
26	East Street (Duke St - Salisbury St)		\$94,820.00	\$61,090.06											
27	Queen Street (Central School - Park St)		\$99,125.00	\$78,872.55											
28	Maitland Street (King St - Wood St)	LRCI	\$82,775.00	\$60,981.35											
29	Construction Projects		\$195,666.00	\$29,442.88											
30	Footpath (Bundarra)	Will commence in mid July	\$60,256.00	\$0.00											
31	Bike Track (Plane Avenue)	To complete in mid July	\$64,753.00	\$25,742.88											
32	Kerb & Gutter (Roman Street)	Design complete. Cul-de-sac & KG construction to commence in 2021/22	\$70,600.00	\$3,700.00											
33	Resheeting		\$503,373.00	\$230,890.91											
34	Unsealed Rural Roads	To complete in mid July	\$482,668.00	\$205,955.43											
35	Unsealed Regional Roads		\$20,705.00	\$24,935.48											
36	Others Projects		\$20,000.00	\$7,970.78											
37	Uralla Caravan Park - pavement improvement	Drought Stimulus	\$20,000.00	\$7,970.78											

Department: Infrastructure & Development
Prepared by: Project Manager
TRIM Reference: UINT/21/8356
Attachments: UINT/21/8613 - 1. Cashflow
 UINT/21/7467 - 2. Bundarra Program Gantt Chart Rev4 – 17June21

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal: 3.4 Secure sustainable and environmentally sound water-cycle infrastructure and services
Strategy: 2.4.2 Maintain and renew the sewerage network infrastructure to ensure the provision of efficient and environmentally-sound sewerage services
Activities: 3.4.2.1 Provide Sewerage Services
Action: 3.4.2.1.3 Undertake the project management of the construction phase of the Bundarra Sewerage Scheme through the engagement of project management staff or consultant

SUMMARY:

1. Uralla Shire Council has entered into a contract with Ledonne Constructions to install a Low Pressure sewerage system within the village of Bundarra. This will provide reticulated sewerage to 171 developed properties within the village.
2. The construction contract was awarded in December 2020, with a 12 month construction timeframe.

RECOMMENDATION:

That Council receive the Bundarra Sewerage Scheme – Project Update Report.

REPORT:

3. The project is in the construction phase.
4. The bulk earthworks at the Sewer Treatment Plant (STP) are complete. Also at the STP, the irrigation pump shed is complete with the solar panels installed ready for operational testing of the pumps. Some of the pipework for the irrigation area is outstanding due to slow progress through the residual rock area.
5. The sewer rising main from the corner of Oliver and Bombelli Streets to the Sewerage Treatment Plant is in place. Vents and valves are being installed, prior to testing and commissioning.
6. Throughout the village of Bundarra, south of the Lone Pine Bridge, the low pressure sewer street mains have been under bored throughout the streets. Forty percent of the internal low pressure sewer lines have been completed. Installation of the sewerage pressure units (pods) has

commenced. The electrical control panels for the PSU's have also been installed to 40% of residential buildings.

7. Concerns have been expressed to Uralla Shire Council about the impost of the expenses for upgrades of property owners for their electrical and plumbing systems such that USC moved the motions as detailed below to assist the property owners.
8. During the 2 July 2021 Extraordinary Closed Confidential Session of Council it was resolved as follows:

That Council approve the variation for the private works (subject to Council resolving to fund the works in accordance with the requirements of Section 67 of the Local Government Act 1993 (NSW)) at the estimated unit rates with the total cost not to exceed total estimated cost (assuming all works are undertaken at \$474,253.00 excluding GST).

9. Following moving to open session of the 2 July 2021 meeting, the motions below were carried supporting the commitment to access the funds for Private Works, then to allow Council to enter into agreements to carry out the work on Private Property at no charge to the owner.

10. Bundarra Sewerage Scheme Section 67 Private Works

That Council:

- I. enter into agreements with the owners of the assets on the Bundarra properties that are expected to connect to the Bundarra Sewer Scheme (currently under construction) to undertake the necessary electrical and plumbing upgrades (the private works) necessary to allow the connection to take place;*
- II. not charge the Bundarra property owners for the private works by setting the fee for the works at \$0.00;*
- III. authorise the private works costs to be met from the current project budget; and*
- IV. receive a report in accordance with the requirements of section 67 (4) of the Local Government Act 1993 (NSW), subsequent to the works being completed;*
- V. include details or a summary of any resolutions made under section 67 for work carried out under subsection (2)(b) of the Act in the next annual report; and*
- VI. seek legal advice to determine if there is any permissible method for Council to pay for the private works that may have been undertaken by the owners of the assets since the Council's letter to residents, 8 April 2021, to the date of this resolution and report back to Council.*

11. The Agreements have been drafted.

12. Private works to be validated by Council staff and Council's electrical contractor.

13. Legal advice at item VI pending

CONCLUSION:

- 14.** There is currently adequate funds to progress the private works variation providing for the upgrades to the non-compliant electrical and drainage private works of the buildings to be connected. This has largely exhausted the project contingency and further variations will require additional funding from Council's sewerage fund.

COUNCIL IMPLICATIONS:

15. Community Engagement / Communication

Progress updates have been provided to the community using the Uralla Shire Council Website and Councillor Bulletin on a monthly basis. There is a segment on USC webpage on major projects which provides details on the progress of the Bundarra Sewerage Scheme. A Frequently Asked Questions section has been created on Councils Website which provides specific information to residents about enquiries related to their situation.

There are regular reports to Council, informing of progress and budgetary status.

16. Policy and Regulation

Section 67, NSW local Government Act, 1993

17. Financial / Long Term Financial Plan

	GST EXC	\$
Ledonne Tender	7,061,369	\$7,061,369
Variations claimed		
Oxidation pond and irrigation trenching in rock	108,813	
Variations approved to be claimed		
Design Variations	16,987	
Rock Extra 2 projected	42,727	
Extra Pressure units missed in the design 4 @ \$14.5K	58,000	
Dismantling Joints	1,573	
Variations – electrical upgrade works	281,486	
Variation – plumbing upgrade works	192,767	
Total Variations	702,353	702,353
Ledonne Contract + Variations		\$7,763,722
Council costs inc project management to date		\$49,317
Total expenditure and commitments to date		\$7,813,039
Council costs project management to finish @ \$7,000/month(10mths)		\$70,000
Total expenditure and commitments projected to complete		\$7,883,039
Council Commitment		\$1,785,113
Grant funding capped maximum with contingency.		\$6,113,220
Total Available		\$7,898,333
Remaining uncommitted contingency.		\$15,294

Tabulated financial position June 2021, USC contract with RFT10031531 with Ledonne Constructions

Uralla Shire Council has engaged Ledonne Constructions for the above Tender price plus some additional variations noted to date. The residual funding available for contingencies is \$15,294.

Attachment 1 is the cash flow document, which shows the claims to date of \$4,282,425.96 (GST INC) with the project at 67.36% paid up to progress claim number 6 overall.

18. Asset Management / Asset Management Strategy

Uralla Shire Council will take on additional infrastructure as a result of the installation of the system. This requires “Capitalising of the Sewerage Assets” and inclusion in Council’s Asset Management system which will be depreciated as per normal Council accounting practises. The individual lots will continue to be charged for the sewer connection as per Council’s Revenue Policy.

19. Workforce / Workforce Management Strategy

Additional staffing will be required to undertake normal operations and maintenance work and has been included in the 2021/22 Operational Plan and Budget. Council staff will require up-skilling to monitor and operate the scheme. There are some automated systems which provide remote warnings of systems which require maintenance.

20. Legal and Risk Management

The sewer scheme will address the health and environmental risks for the Bundarra urban environment.

21. Performance Measures

The project is planned to be completed in 2022. Attachment 2 is a Gantt chart showing the projected Milestone completions.

22. Project Management

Uralla Shire Council has a Project Manager assigned to this construction project. Reporting is carried out on a monthly basis, to the Department of Planning, Industry & Environment, Water; claims are submitted in accordance with the Funding Deed, specified Milestone Payments.

The Section 67 approval by Uralla Shire Council, will extend the work scope for the Project Manager on this project, both in surveillance and administration.

BUNDARRA SEWERAGE SCHEME - CONTRACT RFT 10031531													
ITEM	VALUE	PC 1	PC 2	PC 3	PC 4	PC 5	PC 6	PC 7	PC 8	PC 9	PC 10	PC 11	PC 12
		Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21
1 BUNDARRA SEWERAGE SCHEME	\$7,767,506.00												
1 PRELIMINARIES & PROJECT MANAGEMENT establishment, docs, Survey,O&M, WAE	\$242,445 \$242,445	\$60,900	\$26,033	\$8,505	\$2,245	\$2,245	\$9,766	\$10,000	\$20,000	\$20,000	\$6,000	\$75,000	\$1,545
2 RETICULATION SYSTEM & ON PROPERTY WORKS	\$3,765,454												
streetmains incl bridge crossing, ezydump	\$1,344,932	\$20,000	\$5,200	\$13,200	\$47,130	\$221,900	\$211,787	\$150,000	\$140,000	\$134,932			
BKs & BK-main poly - ALL	\$754,352			\$7,732	\$0	\$12,075	\$11,592	\$100,000	\$54,352	\$100,000			
ON PROPERTY WORKS incl PU-BK poly	\$1,666,170		\$108,000	\$37,951	\$154,100	\$67,518	\$108,029	\$250,000	\$200,000	\$166,170	\$200,000	\$200,000	\$170,000
3 TRANSFER PUMPING STATION	\$637,087												
Obrien Electrical / Ledonne	\$207,870		\$5,000	\$11,267	\$46,077	\$74,606	\$11,223						
Xylem / ledonne	\$336,766		\$18,000	\$123,717	\$10,000	\$32,619	\$18,083						
other - construct	\$92,451			\$7,492	\$53,150	\$7,492	\$32,309						
4 SEWER RISING MAIN	\$783,211												
Ledonne	\$783,211	\$20,000	\$49,000	\$114,345	\$211,869	\$99,600	\$62,452	\$63,211	\$50,000	\$50,000	\$60,000		
5 CONSTRUCTION OF STP	\$2,227,511												
Ponds	\$839,499		\$141,000	\$126,467	\$302,422	\$362,517	\$42,917						
Fencing	\$155,132	\$45,000	\$2,000		\$0	\$0	\$0	\$78,000	\$30,000				
Pipelines & flow structures	\$136,629			\$0	\$11,036	\$22,098	\$18,175	\$50,000	\$35,000				
Effluent irrigation system	\$803,526		\$0	\$53,310	\$76,522	\$120,443	\$265,063	\$200,000	\$88,000				
Electrical - Obrien & Solar Depot & ledonne	\$292,725	\$30,000	\$11,000	\$0	\$78,622	\$46,665	\$145,031						
6 PROVISION OF SPARES	\$44,240												
spares	\$44,240											\$20,000	\$24,240
7 RATE ITEMS	\$48,550												
Extra over rock at SPS	\$9,000				\$0	\$0	\$0						
Extra over unsuitable trench foundation	\$9,550				\$0	\$0	\$0						
Extra over rock at STP	\$30,000				\$30,000	\$119,694	\$24,324						
8 SCHEDULE OF OPTIONAL WORK	\$19,008												
Access rd off MT DRUMMOND to Irrigation Pump Shed	\$19,008				\$9,504	\$7,604	\$0						
Total	\$7,767,506.00												
9 VARIATIONS	\$18,686.13	\$0	\$0	\$0	\$0	\$17,073	\$467	\$0	\$0	\$0	\$0	\$0	\$0
Actual Monthly Claim		\$179,114	\$367,375	\$517,991	\$1,039,170	\$1,216,556	\$962,219	\$0	\$0	\$0	\$0	\$0	\$0
Predicted Cashflow @ January 2021		\$175,900	\$755,000	\$1,453,000	\$1,438,275	\$1,353,025	\$952,856	\$563,211	\$414,352	\$321,102	\$120,000	\$195,000	\$25,785
Revised Contract Sum (incl. GST)	\$7,786,192.13												
Payment to date	\$4,282,425.96												
This Claim	\$962,219.08												
Balance to Complete	\$2,541,547.09												
% Complete	67.36%												

ID	Task Mod	Task Name	Duration	Start	Finish	Predecessors	% Complete	0																							
								Nov	Dec	Qtr 1, 2021			Qtr 2, 2021			Qtr 3, 2021			Qtr 4, 2021			Qtr 1, 2022			Qtr 2, 2022						
								Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun						
1		Construction of Bundarra Sewerage Scheme - RFT 10031531	362.4 days	Mon 23-11-20	Wed 04-05-22		57%	[Gantt bar for Task 1]																							
2		Pre-Construction	172 days	Mon 23-11-20	Thu 29-07-21		90%	[Gantt bar for Task 2]																							
3	✓	Award -23 Nov 2020	0 days	Mon 23-11-20	Mon 23-11-20		100%	[Milestone diamond at 23-11]																							
4	✓	Prepare and Submit Management Plans	20 days	Mon 23-11-20	Fri 18-12-20	3	100%	[Task bar for 4]																							
5	✓	Prepare and Submit Revised Construction Programme	11 days	Mon 23-11-20	Mon 07-12-20	3	100%	[Task bar for 5]																							
6	✓	Submission of Undertakings	11 days	Mon 23-11-20	Mon 07-12-20	3	100%	[Task bar for 6]																							
7	✓	Submission of Insurances	11 days	Mon 23-11-20	Mon 07-12-20	3	100%	[Task bar for 7]																							
8	✓	Set up site compound - site establishment	15 days	Tue 08-12-20	Wed 06-01-21	7	100%	[Task bar for 8]																							
9	✓	Prepare and Submit Dilapidation Records	15 days	Tue 08-12-20	Wed 06-01-21	7	100%	[Task bar for 9]																							
10	✓	Principal Review and Acceptance	8 days	Mon 21-12-20	Fri 08-01-21	4,5,6,7	100%	[Task bar for 10]																							
11	✓	Approval to Commence Construction	0 days	Fri 08-01-21	Fri 08-01-21	10	100%	[Milestone diamond at 08-01-21]																							
12	✓	Procure HDPE Pipe for Reticulation Network	40 days	Wed 06-01-21	Thu 27-05-21	3FS+25 days	100%	[Task bar for 12]																							
13		Procure Pressure Units	60 days	Mon 23-11-20	Thu 29-07-21	3	50%	[Task bar for 13, partially red]																							
14	✓	Procure HDPE Pipe for Rising Main	20 days	Wed 06-01-21	Tue 02-02-21	3FS+25 days	100%	[Task bar for 14]																							
15	✓	Procure Package Pump Station	50 days	Wed 06-01-21	Tue 16-03-21	3FS+25 days	100%	[Task bar for 15]																							
16	✓	Procure Irrigation System	50 days	Wed 06-01-21	Mon 21-06-21	3FS+25 days	100%	[Task bar for 16]																							
17		Construction	334.4 days	Mon 11-01-21	Wed 04-05-22		46%	[Gantt bar for Task 17]																							
18		Milestone 1 - STP & Irrigation System	152.4 days	Mon 11-01-21	Wed 11-08-21		79%	[Gantt bar for Task 18]																							
19	✓	Staged Preparation of STP Site incl temp access, strip and level site	26 days	Mon 11-01-21	Mon 15-02-21	11,8,9	100%	[Task bar for 19]																							
20	✓	Staged Bulk Excavation of STP ponds	48 days	Mon 18-01-21	Wed 24-03-21	11,19SS+5 days	100%	[Task bar for 20]																							

Project: C:\Users\Kevin\Docum Date: 17 June 2021	Task	[Blue bar]	Project Summary	[Grey bar]	Manual Task	[Green bar]	Start-only	[Blue box]	Deadline	[Green arrow]	Manual Progress
	Split	[Dotted bar]	Inactive Task	[White bar]	Duration-only	[Light green bar]	Finish-only	[Blue box]	Critical	[Red bar]	
	Milestone	[Diamond]	Inactive Milestone	[Diamond]	Manual Summary Rollup	[Light blue bar]	External Tasks	[Grey bar]	Critical Split	[Dotted bar]	
	Summary	[Thick blue bar]	Inactive Summary	[Thick grey bar]	Manual Summary	[Thick blue bar]	External Milestone	[Diamond]	Progress	[Thin blue bar]	

Business Paper 27 July 2021 Ordinary Meeting

ID	Task Mod	Task Name	Duration	Start	Finish	Predecessors	% Complete	Timeline														
								Nov	Dec	Qtr 1, 2021	Qtr 2, 2021	Qtr 3, 2021	Qtr 4, 2021	Qtr 1, 2022	Qtr 2, 2022							
36		Principal Review	5 days	Fri 23-07-21	Fri 30-07-21	35	0%															
37		Prepare and Submit Final WAE, O&M & Quality Package for M1	2 days	Mon 09-08-21	Wed 11-08-21	36,34	0%															
38		Milestone 2 - Transfer Pump Station & Rising Main	139.4 days	Wed 03-02-21	Tue 17-08-21		61%															
39		DN125 HDPE Rising Main - STP Bdy to SPS Site	40 days	Wed 03-02-21	Mon 21-06-21	11,14	95%															
40		Installation of DN125 HDPE @ Creek Crossing CH1930-CH1955 incl Conc. Encase	5 days	Wed 17-03-21	Fri 18-06-21	39FS-10 days	95%															
41		Installation of DN125 HDPE @ Creek Crossing CH2056-CH2071 incl Conc. Encase	2 days	Wed 24-03-21	Fri 18-06-21	40	95%															
42		Installation of Barometric Loop @ STP Site	3 days	Wed 31-03-21	Wed 23-06-21	41,43	20%															
43		Package Pump Station Installation	10 days	Wed 17-03-21	Fri 18-06-21	11,15	90%															
44		Gravity Pipework - SPS Inlet Pipework-->Inlet Manhole (epoxy coated)-->Barometric Loop	10 days	Wed 31-03-21	Tue 22-06-21	43	85%															
45		Valve Pit incl Fitout	3 days	Wed 31-03-21	Thu 20-05-21	43	100%															
46		DICL SRM Pipework incl Bypass pit	5 days	Mon 05-04-21	Tue 22-06-21	45	50%															
47		Barometric Loop	5 days	Wed 14-04-21	Mon 28-06-21	44	20%															
48		Fail Safe Valve and Pit	10 days	Wed 21-04-21	Fri 02-07-21	47	60%															
49		Connection to DN125 HDPE SRM	5 days	Mon 24-05-21	Fri 25-06-21	46,42	50%															
50		Hydrostatic Testing DN125 HDPE SRM	7 days	Fri 25-06-21	Tue 06-07-21	39,49	0%															
51		Supply & Install Conduits and Switchboard Platform	24 days	Wed 28-04-21	Fri 09-07-21	11,50	90%															
52		Install Pump Station Switchboard	7 days	Tue 01-06-21	Tue 13-07-21	51	70%															
53		Pump Station Commisisoning	10 days	Tue 13-07-21	Tue 27-07-21	52	0%															
54		Prepare and Submit Draft WAE & Draft O&M	15 days	Tue 13-07-21	Tue 03-08-21	52	0%															
55		Principal Review	5 days	Tue 03-08-21	Tue 10-08-21	54	0%															
56		Prepare and Submit Final WAE, O&M & Quality Package for M2	5 days	Tue 10-08-21	Tue 17-08-21	55	0%															

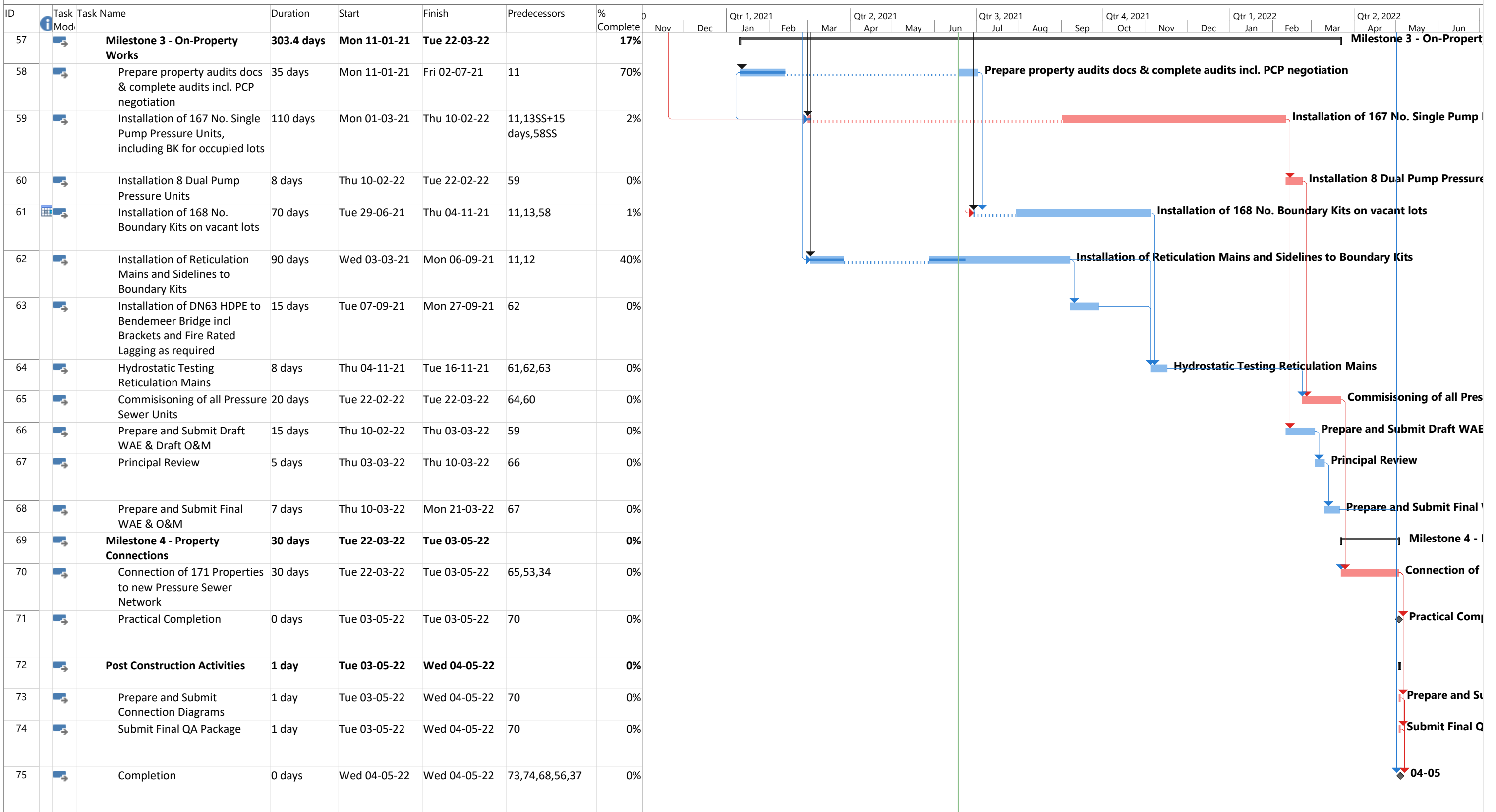
Project: C:\Users\Kevin\Docum

Date: 17 June 2021

Task		Project Summary		Manual Task		Start-only		Deadline		Manual Progress
Split		Inactive Task		Duration-only		Finish-only		Critical		
Milestone		Inactive Milestone		Manual Summary Rollup		External Tasks		Critical Split		
Summary		Inactive Summary		Manual Summary		External Milestone		Progress		

Business Paper 27 July 2021 Ordinary Meeting

202



Project: C:\Users\Kevin\Docum
Date: 17 June 2021

Task		Project Summary		Manual Task		Start-only		Deadline		Manual Progress	
Split		Inactive Task		Duration-only		Finish-only		Critical			
Milestone		Inactive Milestone		Manual Summary Rollup		External Tasks		Critical Split			
Summary		Inactive Summary		Manual Summary		External Milestone		Progress			

Business Paper 27 July 2021 Ordinary Meeting

203

Department: Community Services
Prepared by: General Manager
TRIM Reference: UINT/21/8689
Attachments: UINT/21/8735 – USBC invitation to sponsor 25 June 2021

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal: 2.1 An attractive environment for business, tourism and industry.
Strategy: 2.1.2 Promote the Uralla Shire to business and industry and increase recognition of the area’s strategic advantages.
Goal: 2.2 Growing and diversified employment, education and tourism opportunities.
Strategy: 2.2.2 Support and encourage existing business and industry to develop and grow.

SUMMARY:

1. The purpose of this report is to enable Council to consider the opportunity to support businesses within Uralla Shire and promote the Council’s association with the Uralla Shire Business Chamber (USBC) by sponsoring their 2021 Business Awards night to be held in the Uralla Showground Pavilion on 13 August 2021.

RECOMMENDATION:

That Council resolve to offer to sponsor the Uralla Shire Business Chamber Awards 2021 as a Gold Partner at a cost of \$300 and advise that they will not take up any complimentary tickets to the Awards dinner (offered as part of that sponsorship package).

REPORT:

2. In 2019 the USBC applied for grant funding to assist with their Business Awards night and Council granted \$2,000.
3. In 2020 the USBC Awards Night was cancelled due to the COVID-19 pandemic.
4. It is understood that the Awards Night is an important event for the USBC as both a night to recognise and promote the work of businesses within the Shire and as a key fundraiser event.
5. This year Council has not received or considered a grant funding request from the Uralla Shire Business Chamber for sponsorship of the Awards.
6. On 25 June 2021, the General Manager received a generic invitation regarding the Uralla Shire Business Chamber Awards Night Partnership Opportunities (see attachment 1); although, Council is not a ‘member’ of the USBC.

7. There are three sponsorship packages proposed as detailed in the attachment:
 - a. Platinum Partners \$1,500
 - b. Gold Partners \$300
 - c. Silver Partners \$100
8. Sponsorship of the Awards night aligns with Council's strategies *to promote the Uralla Shire to business and industry and to support and encourage existing business and industry to develop and grow.*
9. Council has not specifically budgeted to sponsor the Awards night; however, there is a small budget line for 'other donations' that would accommodate this donation.
10. It is noted that a Gold Partnership sponsorship package includes two complimentary tickets to the Awards dinner. Given the Awards night is during the Council's caretaker period for the 4 September 2021 Council Election, it is not considered appropriate for complimentary tickets to be accepted for this event. Individual Councillors can purchase tickets to attend the Award night at their discretion and own expense.

CONCLUSION

11. Should Council wish to offer to sponsor the USBC Awards Night 2021 they should make a resolution to do so and specify the level of sponsorship.

COUNCIL IMPLICATIONS

12. Community Engagement/Communication

Invitation from USBC to sponsor the event.

Sponsorship of the event supports local business and the USBC and promotes Council's association with the USBC.

13. Policy and Regulation

Local Government Act 1993

Local Government Regulations (General) 2005

Sponsorship Policy 2013

14. Financial/Long Term Financial Plan

If Council resolves to sponsor the Uralla Shire Business Chamber Awards the costs will be allocated to Community Events-Other in Council's operating budget for 2021/22.

15. Asset management/Asset Management Strategy

Nil

16. Workforce/Workforce Management Strategy

Nil

17. Legal and Risk Management

Nil

18. Performance Measures

Nil

19. Project Management

General Manager

Kate Jessep

From: Uralla Shire Business Chamber <secretary@urallabusinesschamber.org.au>
Sent: Friday, 25 June 2021 11:03 AM
To: Kate Jessep
Subject: USBC -Opportunity to be a partner for Uralla Shire Business Awards.

[View this email in your browser](#)



the meeting place for business and community growth

What's On

Hi Kate,

Uralla Shire Business Chamber will be holding our Annual Business Awards night at the Uralla showground on 13 August 2021. The event presents the opportunity to showcase Uralla Businesses. We are seeking partners as outlined in the following link to help us with the event

[https://mcusercontent.com/32bf0dcc4bf86a2d906b022c0/files/4bda700f-04e0-b58e-0c5e-3b8c5c933dba/PARTNER INVITATION TO MEMBERS 240621.docx](https://mcusercontent.com/32bf0dcc4bf86a2d906b022c0/files/4bda700f-04e0-b58e-0c5e-3b8c5c933dba/PARTNER_INVITATION_TO_MEMBERS_240621.docx)

This year we will have an judging panel from outside the Shire select winners in the following categories:

- **Outstanding employee/trainee/apprentice**
- **Outstanding Business Leader**
- **Employee of choice**

- Excellence in sustainability/innovation
- Outstanding community organization
- Excellence in business

[https://mcusercontent.com/32bf0dcc4bf86a2d906b022c0/files/f30cd095-6ce2-5efd-04cf-356e5872e2da/AWARD CRITERIA SUMMARY 250621.docx](https://mcusercontent.com/32bf0dcc4bf86a2d906b022c0/files/f30cd095-6ce2-5efd-04cf-356e5872e2da/AWARD_CRITERIA_SUMMARY_250621.docx)

Nominations will open on 2 July.

Bob Crouch
Secretary,
Uralla Shire Business Chamber



<http://us18.forward-to-friend.com/forward?u=32bf0dcc4bf86a2d906b022c0&id=8231ce9f3f&e=47c123c35b>

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Our mailing address is:
secretary@urallabusinesschamber.org.au

Want to change how you receive these emails?
You can [update your preferences](#) or [unsubscribe from this list](#).



Uralla Shire Business Chamber Inc.
c/- Thunder Graphics
51 Bridge St
Uralla NSW 2358
Australia

Uralla Shire Business Awards: Partnership Opportunities

The Uralla Shire Business Chamber will be holding the 2021 Awards night in the Uralla Showground Pavilion on 13 August 2021. As a member of the USBC we are offering you the opportunity to be a Partner for the event.

We are seeking

PLATINUM PARTNERS \$1,500

- Promoted as platinum sponsor for the awards night
- Promotion of your business on the Chamber website and Facebook page, including links back to your business
- Four complimentary tickets to the awards night
- Opportunity to display your business banner on stage during the awards night
- Inclusion of your business on the awards night tickets and menu
- Included in rolling slideshow which will be on display during the night
- Opportunity to present an award category at the awards night
- Company Logo on all trophies

GOLD PARTNERS \$300

- Promoted as gold sponsor for the awards night
- Promotion of your business on the Chamber website and Facebook page, including links back to your business
- Two complimentary tickets to the awards night
- Included in rolling slideshow which will be on display during the night

SILVER PARTNERS \$100

- Promoted as silver sponsor for the awards night
- Promotion of your business on the Chamber website and Facebook page, including links back to your business
- Included in rolling slideshow which will be on display during the night

To make the most of this opportunity to promote your business contact: Bob Crouch, Secretary Uralla Shire Business Chamber. Secretary@Urallashirebusinesschamber.org.au 0428616885. We will need a copy of your logo, a one line statement, and about 100 words to promote your business. The earlier you are on Board the more promotion you will get.

Bob Crouch
Secretary USBC

Department: General Manager's Office
Prepared by: Executive Assistant
TRIM Reference: UINT/21/8776
Attachments: UINT/21/8847

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal: 4.1 A strong, accountable and representative Council

Strategy: 4.1.1 Provide clear direction for the community through the development of the Community Strategic Plan, Delivery Program, and Operational Plan

SUMMARY:

1. The purpose of this report is to provide Council with the Resolution Action Status updates as at 21 July 2021.

RECOMMENDATION:

That Council receive the Resolution Action Status as at 21 July 2021.

REPORT:

2. 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.
3. The purpose of the Resolution Action Status is to track the progress of actions and provide confirmation to Council when these actions are complete.
4. The Resolution Action Status is presented to Council at its ordinary meetings.
5. Actions which were completed as at the date of the report to the last Council ordinary meeting, where the full resolution has been completed, have been removed from the document.

CONCLUSION:

6. The Resolution Action Status shows actions which are currently pending, in progress or completed since the last report.

Attachment 15.11

T	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
23/03/2015	26.03/15	Land Disposal – Karava Place, Uralla	That Council: 1. Give the General Manager delegation to negotiate payment options; and 2. Endorse the fixing of the Council Seal on any necessary documentation relating to the subdivision and sale.	DID DID	2/06/2015	Lot 103 – No agreement made. Property owners have so far declined to enter agreement. Council's solicitor engaging with property owners to progress. Unlikely to proceed to finalisation for Lot 103. Report to be prepared for August Council meeting to close out the resolution.	B B
23/11/2015	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.	DID	Jun-21	Survey plans completed. Council's solicitors to progress. Delays associated with changes to road closure process and resourcing. Further engagement with solicitor in May to confirm way forward.	B
25/07/2016	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. 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.	DID DID	Jun-21	1. Noted. 2. August 2019. Department of Planning, Industry and Environment, Lands and Water has advised of no objection to the compulsory acquisition of Lot 110. Advice referred to Council solicitors to progress. Further engagement with solicitor in May to confirm way forward.	B B
25/07/2017	22.07/17	Report 11 - Uralla Sporting Complex	That Council; (a) endorse the proposed upgrades to the Uralla Sports complex including the construction of the canteen facilities and disabled toilets and access, (b) provide additional seating around the perimeters of the fields and oval if residual funding is available, and (c) develop a plan of management for the sharing of the facilities among the user groups, (d) staff investigate relocation and redevelopment of the playground area.	MDP MDP MDP MDP		a) Completed b) Seating provided through SCCF Round 2 funding. c) draft completed. To be considered in conjunction with the current preparation of the Open Spaces Strategy. d) Playground completed – turf to be placed in the spring. Funded under Stronger Country Communities Fund Round 1. Further works to the playground have been undertaken under SCCF Round2	COMPLETED & REPORTED TO COUNCIL COMPLETED & REPORTED TO COUNCIL B COMPLETED & REPORTED TO COUNCIL

T	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
24/04/2018	50.04/18	Late Report 2 – Industrial Land Subdivision	<p>That Council resolve to:</p> <p>1. Endorse option 2 of the Kehoe Myers report dated 6 April 2018 for the subdivision of the Uralla Industrial Estate, being Lot 14 DP 787477, Rowan Avenue Uralla,</p> <p>2. Progress detailed design of the subdivision and the construction of Stage 1,</p> <p>3. Install billboard signage at the property indicating the endorsed layout and undertake additional marketing of the project.</p>	DID		Noted	COMPLETED & REPORTED TO COUNCIL
				DID		Detailed design completed. Signage installed. Valuation received. Probity advice received and probity plan developed. Three stage layout developed and costed.	COMPLETED & REPORTED TO COUNCIL
				DID		DA Consent concluded. Grant funding application lodged under the Building Better Regions Fund Round 4 was unsuccessful. Further marketing pending funding and approval. Funding applied for under the BLERF grant February 2021. Application lodged for Stage 1 balance funding through BBR 5 - March 2021. BBR 5 Announcements pending - Q3 2021.	B

T	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
25/09/2018	30.09/18	Report 16 – Recommendations of Uralla Township and Environs Committee July and August 2018 meetings	<p>That Council resolve to:</p> <ol style="list-style-type: none"> 1. Consider readoption of the lapsed slogan, “Find Yourself In Uralla”, and the stylised copperplate “Uralla” logo, in the context of the development of a Destination Marketing Plan, 2. Consider installation of “Find Yourself” street banners in Uralla should the slogan be readopted through the future development of a Destination Marketing Plan, 3. Engage with Uralla Arts in relation to their proposal to design a makeover for The Glen recreation area information shelter, 4. Engage with Uralla Arts in relation to their proposal to provide a strategy for the completion of “Constellations of the South” installation at The Glen recreation area, 5. Engage with Uralla Arts in relation to their proposal to provide specifications and cost estimates for walking track works and exercise stations at The Glen recreation area, 6. Incorporate minor “Fibonacci” design components within a prominent existing park or other public area within Uralla to gauge public interest in the concept, 7. Write to the Uralla Township and Environs Committee and advise that no funding is available under the Regional Tourism Product Development Program for upgrading or developing meeting and/or local community facilities— including picnic or playground areas, local parks, barbeques, meeting facilities and regional and town entry features, 8. Advertise the Uralla Township and Environs Committee member vacancy resulting from the resignation of Fay Porter, 9. Provide a copy of this report and Council’s resolution to the Uralla Township and Environs Committee. 	MDP		1. Noted	COMPLETED & REPORTED TO COUNCIL
				MDP		2. Noted	COMPLETED & REPORTED TO COUNCIL
				MDP		3. To occur as part of Public Spaces Legacy Fund grant program in 2021/22	B
				MDP		4. Unsuccessful application lodged under SCC Round 3 by Uralla Arts.	COMPLETED & REPORTED TO COUNCIL
				MDP		5. In progress. Last mention at the presentation of the draft Open Space Strategy to UTEC 22.3.2021. To be addressed as part of Public Spaces Legacy Fund grant program in 2021/22	B
				MDP		6. To be addressed as part of Public Spaces Legacy Fund grant program in 2021/22	B
				MDP		7. Complete	COMPLETED & REPORTED TO COUNCIL
				MDP		8. Complete	COMPLETED & REPORTED TO COUNCIL
				MDP		9. Complete	COMPLETED & REPORTED TO COUNCIL

T	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
18/12/2018	34.12/18	Submitted by: Cr Tara Toomey Notice of Motion 1 – Bridge St Design Project	That; Should funding be received for the High Pedestrian Activity Area-Bridge Street Detailed Design, Council resolve to;	DID		Noted. Funding not yet received.	B
			1. As part of the community engagement strategy for the project: a) Publicise proposed designs of the project to the Uralla Shire community via Council's newsletter and Facebook page and other print media where relevant.	DID			B
			b) Provide relevant additional information to any address where street frontage is impacted by the design.	DID			B
			c) Give consideration to suggestions and/or ideas which come from community consultation activities and provide feedback to the community which articulates that consideration.	DID			B
			2. Give consideration to the design intent of the Creative Village project and confirm to the design consultant the elements of the Creative Village project Council would like to see incorporated into the detailed design.	DID			B
			3. Request the design consultant address the potential for the project to increase traffic on local streets parallel to Bridge Street.	DID			B
			4. Refer the draft detailed design to the UTEC committee for comment.	DID			B
			5. Review traffic and accident data for local streets parallel to Bridge Street to determine if there has been an increase in traffic numbers and accidents over time.	DID			B
			6. Receive advice from the General Manager about the arrangements for the planting and maintenance of those blisters in Bridge Street not currently maintained by the generosity of volunteers.	DID		B	
			7. Define the impact of any proposed project design on our Long Term Financial Plan and the next annual budget after implementation of the design is commenced.	DID		B	

T	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
26/11/2019	20.11/19	Submitted by: Cr NLedger Ref/Subject: Notice of Motion 3 - Water motion sewage treatment options	That council explore avenues to reuse water from the treated sewage effluent.	DID	Feb-20	To be addressed by the Integrated Water Catchment Management Strategy	B
26/11/2019	39.11/19	Report 7 - Works Progress Report as at 31 October 2019	That: 1. the report be received and noted for the works completed or progressed during October 2019, and works programmed for November 2019. 2. Council review the updated transport asset management plan in the New Year to confirm priorities	MCI MCI	Feb-20	1. Noted 2. Underway	COMPLETED & REPORTED TO COUNCIL B
17/12/2019	18.12/19	Report 7 – Report and Recommendations from the Drought Management Workshop held 10th December, 2019	That Council: 1. Review the top 10 to 20 water users in Uralla and work with them to reduce their water use. 2. Investigate State or Federal funding for increasing the weir storage at Bundarra and other alternative water sources for Uralla. 3. Place information on water usage online in an easily accessible location. 4. Include contingency planning triggers in the Drought Management Plan. 100 days out of day 0 for normal usage and 40 days for emergency firefighting. 5. Review alternative water supply options. 6. Investigate the use of smart meters.	DID DID DID DID DID	Dec-19	1. Users have been identified. Letter has been forwarded. 2. Letter sent. To be included in IWCM strategy. Funding of \$1.5 million received for Uralla ground water investigation. 3. Complete 4. Pending. Drought Management Plan in Final Draft. Likely to be presented to August or September Council meeting. 5. Scope for groundwater project for Uralla has been finalised with staff from DPIE-Water. 6. Underway. To be recommenced with new MWWS.	COMPLETED & REPORTED TO COUNCIL COMPLETED & REPORTED TO COUNCIL COMPLETED & REPORTED TO COUNCIL B COMPLETED & REPORTED TO COUNCIL B
17/12/2019	34.12/19	Report 17 – Treated Sewage Effluent Options Report December 2019	That Council approve funding from the Water Fund reserves of \$50,000 to fund a study to investigate effluent reuse and determine optimal options for reuse of the Uralla Sewage Treatment Plant effluent. Councillors thank the staff for the preparation of the report.	DID	Feb-20	Pending. Study deferred with the progression of the reuse scheme being developed with UPC.	A

T	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
24/03/2020	05.03/20	Submitted By: Mayor, Cr M Pearce Reference/Subject: COVID-19: Instrument of Delegation to the Mayor (Emergency Administrative Provisions)	That:				
			1. Council adopt the Instrument of Delegation to the Mayor dated 24 March 2020 as detailed in Attachment 1 to this Mayoral Minute except as; develop and endorse the community strategic plan, delivery program and other strategic plans, programs, strategies and policies of the council, to determine and adopt a rating and revenue policy and operational plans that support the optimal allocation of the council's resources to implement the strategic plans (including the community strategic plan) of the council and for the benefit of the local area, and	GM	May-20	To date, the Mayor has not been required to take any actions or exercise any delegated authorities under the Emergency Administrative Provisions adopted by Council on 24 March 2020.	B
			(i) to determine the process for appointment of the general manager by the council and to monitor the general manager's performance.	GM		Completed	COMPLETED & REPORTED TO COUNCIL
			2. That the General Manager provide a consolidated report once a month to all Councillors specifying any actions taken under this delegation as adopted by Council.	GM		Not applicable to date	B
			3. Once activation of the current Business Continuity Plan ceases, a consolidated report to the first available meeting of Council will be submitted which lists all decisions made under this delegation.	GM		Not applicable to date	B
26/05/2020	45.05/20	Confidential Report 1 -Ward Bros Quarry	That Council:		Jun-20		
			1. Note the Debt Settlement Deed of Agreement between Ward Bros and Uralla Shire Council,	MDP		1. Noted	COMPLETED & REPORTED TO COUNCIL
			2. Authorise the Acting General Manager to sign the deed on behalf of Council, and;	MDP		2. Debt Settlement Agreement complete	COMPLETED & REPORTED TO COUNCIL
			3. Review the S94 quarry operator charges and reporting arrangements to improve accountability and administrative obligations.	MDP		3. Pending. Consultant engaged for 7.11 (s94) plans. Draft p7.11 and 7.12 plans anticipated early July. Expected to go to the August workshop and Council meeting.	B

T	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
23/06/2020	17.06/20	Report 6 Public Exhibition of draft Delivery Program 2017-22 and Operational Plan 2020-21	<p>That Council:</p> <p>1. Adopt the Draft Delivery Program 2017-22 for advertising purposes;</p> <p>2. Adopt the Draft Operational Plan 2020-21 for advertising purposes;</p> <p>3. Publicly exhibit the combined Draft Delivery Program 2017-22 and Draft Operational Plan 2020-21, including the Statement of Revenue Policy, contained at Attachment A, on public exhibition for a period of 28 Days from 24 June 2020 and indicating the at submissions may be made to the council at any time during the period that the draft operational plan is to be on public exhibition;</p> <p>4. Adopt an interest rate equivalent to the maximum allowable percentage determined by the Office of Local Government of the 2020-21 financial year to be charged on arrears of rates and charges;</p> <p>5. Resolves that the process for the development of the annual budget, fees and charges, delivery program and operational plan commence no later than March each year with early draft documents ready for discussion to the March Ordinary meeting;</p> <p>6. Resolves to adopt a format similar to that of other Councils where the operational plan has the financial resources associated with each item identified as part of that operational plan item;</p> <p>7. Staff and Councillors participate in community forums such as pop up information sessions, webinars and community meetings for a 4 week period of not less than 4 such opportunities , prior to adopting the plan;</p> <p>8. Vote an addition \$40,000 of internal audit during the 2020/2021 financial year.</p>	CFO		1 COMPLETED	COMPLETED & REPORTED TO COUNCIL
				CFO		2 COMPLETED	COMPLETED & REPORTED TO COUNCIL
				CFO		3 COMPLETED	COMPLETED & REPORTED TO COUNCIL
				CFO		4 COMPLETED	COMPLETED & REPORTED TO COUNCIL
				CFO		5 COMPLETED	COMPLETED & REPORTED TO COUNCIL
				CFO		6 COMPLETED	C
				CFO		7 COMPLETED	C
				CFO		8 COMPLETED	COMPLETED & REPORTED TO COUNCIL
22/09/2020	25.09/20	Report 7 – Amendments to the Code of Conduct	3) Expressions of Interest be sought for Code of Conduct Reviewers and report back to Council.	CGR		Scheduled to commence EOI in July /August 2021 - Scoping document has been drafted.	B

T	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
15/12/2020	10.12/20	14.1 Report of Committees - Uralla Township & Environs Committee Minutes 10 November 2020	<p>That Council</p> <p>2. Liaise with Mrs Gwen Fuller, Uralla Garden Club, UTEC members and James Sinclair to convene a workshop for Councillors to develop suggested design options for Fuller Park;</p> <p>3. Continue to maintain the path from Maitland Street (Porter Park) through Bridge Street underpass to Apex Park following remediation works by Transport NSW</p> <p>4. Liaise with the landowner and Tamworth Regional Council to explore options for removal of the old Uralla Military Museum signs at the southern end of the highway approach to Uralla Shire, and</p> <p>5. Circulate the design to consider the Main Street Beautification Design by the Creative Village Committee in the preparation of the Uralla Shire Open Space Strategy.</p>	<p>DID</p> <p>DID</p> <p>MDP</p> <p>MDP</p>		<p>Workshop held on June 15 2021. Report to Council pending.</p> <p>Noted</p> <p>Pending. Initial enquiries made.</p> <p>Provided to consultants.</p>	<p>COMPLETED & REPORTED TO COUNCIL</p> <p>COMPLETED & REPORTED TO COUNCIL</p> <p>B</p> <p>COMPLETED & REPORTED TO COUNCIL</p>
15/12/2020	30.12/20	15.6 Draft Policy- Provision of Information and Interaction between Councillors and Staff	That Council lay the matter lay on the table	CGR	Feb-21	OLG Model Councillor and Staff Interaction Policy presented to Councillors via Bulletin and Workshop. Report on Model feedback to be presented to Council 29 June 2021.	C
23/02/2021	04.02/21	14.1 Budget Review & Finance Committee Meetings Held : 14.1.1 8th December 2020 14.1.2 9th February 2021	<p>That Council endorse the following recommendations:</p> <p>a) That Council undertake community consultation regarding the sustainability of the Shire's water supply with consideration of pricing options (8 December 2020 meeting)</p> <p>b) that the service review information be developed in conjunction with the Integrated Water Cycle Management Strategy (9 February meeting)</p> <p>c) That Council work with ZNet and undertake community engagement on water pricing model structure options as part of the preparation of the 2021/22 Operational Plan (9 February meeting)</p> <p>d) Note the Budget Review Committee has reviewed the Horizontal Service review - Priority 3 Actions Summary and recommend Council confirm the proposed actionS marked R&I (9 February meeting)</p>	<p>CFO</p> <p>MWWS</p> <p>CFO</p> <p>CFO</p>		<p>This formed part of the community consultation on the drafting of the 2021-22 Budget.</p> <p>Integrated Water Cycle Management Strategy scope to be finalised.</p> <p>This formed part of the community consultation on the drafting of the 2021-22 Budget.</p> <p>This was undertaken as part of the drafting of the 2021-22 budget and/or included as actions in the 21/22 Operational Plan</p>	<p>COMPLETED & REPORTED TO COUNCIL</p> <p>B</p> <p>COMPLETED & REPORTED TO COUNCIL</p> <p>COMPLETED & REPORTED TO COUNCIL</p>

T	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
23/02/2021	11.02/21	Uralla Township & Environs Committee Meeting Held 8 December 2020	<p>That Council:</p> <ol style="list-style-type: none"> 1. received and note the minutes of the Uralla townships & Environs Committee (UTEC) meeting held 8 December 2020, including the following recommendations to Council: <ol style="list-style-type: none"> a) That Mr Guy Crossley be invited to present to Council his concept design and installation of Fibonacci Park; b)(i) That the UTEC is supportive of the proposal to change the name of Hampden Park to Sunny Jim Mackay Park. c) (i) That consideration be made with respect to the allocation of open space resources to improve the services levels of the Bridge Street blister gardens. (ii) That public consultation be sought for the changed of name Hampden Park to Sunny Jim Mackay Park. (ii) That the Uralla Main Street garden upgrade project be added to Councils Project list subject to funding d) (i) That Council investigate the free camping options within Uralla Shire, including the site at The Glen, as part of the development of Open Spaces Strategy. (ii) That Council liaise with Uralla Rotary Club about the potential reconfiguration of Rotary Park to include the RV Dump-Ezy facility. 2. Invites Mr Guy Crossley to present the Fibonacci concept Plan to a future workshop 3. Undertake a public notification process and an online survey soliciting opinions from the community regarding the proposed name change of Hampden Park to Sunny Jim Mackay Park, and 4. Considers service levels for the Bridge Street Gardens in preparation of the 2021/2022 budget 5. Request the Consultant delivering the Open Spaces Strategy attend a UTEC meeting and engage with the Committee as part of the Open Spaces Strategy. 6. Fund the additional cost, if any, from reserves. 	DID		Noted	COMPLETED & REPORTED TO COUNCIL
				DID		Presented to June 8 GM Workshop.	COMPLETED & REPORTED TO COUNCIL
				MDP		Report to Council's July meeting.	C
				DID		Report to June Council meeting on annual maintenance.	COMPLETED & REPORTED TO COUNCIL
				MDP		Completed	COMPLETED & REPORTED TO COUNCIL
				MDP		Variation approved	COMPLETED & REPORTED TO COUNCIL
23/02/2021	39.02/21	15.11 Policy Update	That the item 15.11 Policy Update lay on the table for a discussion at a future workshop	CGR		A policy is circulated for Councillors' feedback on a weekly basis. Feedback on current status of review presented to Council at its workshop 5 June 2021. Report to Council July Ordinary Council Meeting.	C
23/02/2021	42.02/21	16.5 Media Policy	Through the General Manager. Council draft a Media Policy for Council's consideration	CFO		Report to July Council meeting.	C

T	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
23/03/2021	17.03/21	Item 15.6 review of Council's Waste Management Operating and Service Delivery Environment	<p>That Council:</p> <ol style="list-style-type: none"> Receive the reports with modifications as required: <ol style="list-style-type: none"> USC Uralla Landfill - Site Development Plan V3; USC Bundarra Landfill - Site Development Plan V2; USC Kerbside Waste Collection Services Investigation V4; USC Green Waste - Investigation V1; <ol style="list-style-type: none"> Design and construct a waste transfer station for BWMF. Terminate landfilling operations at the Bundarra Waste Management Facility (BWMF) to replace with a transfer station. Commence the transportation of waste from Bundarra transfer station to Uralla. Coordinate transfer bin collection routes with Bundarra and Kingstown facility following construction of transfer station. Undertake investigation of options to transport waste to other landfills in the region. Undertake the capping and rehabilitation of closed landfill cells at BWMF. Commence discussions with neighbouring Councils regarding the potential for a region wide waste strategy. Continue kerbside waste collection services for the current locations with current service standards. Continue to address the further points in the reports 	MWWS		Noted	COMPLETED & REPORTED TO COUNCIL
				MWWS		Design brief under development	B
				MWWS		Pending	A
				MWWS		Pending	A
				MWWS		Pending	A
				MWWS		Pending	A
				MWWS		Pending	A
				MWWS		Pending	A
				MWWS		Noted. Report for RFQ for wet hire kerbside collections to July meeting.	COMPLETED & REPORTED TO COUNCIL
				MWWS		Noted	COMPLETED & REPORTED TO COUNCIL
23/03/2021	40.03/21	Item 17.1 CONFIDENTIAL SESSION - Documents Presented to the Audit, Risk and Improvement Committee	<ol style="list-style-type: none"> That the unconfirmed Minutes from the Audit Risk and Improvement Committee meeting held on 9 February 2021 be noted; and Council endorse the following recommendations: <ol style="list-style-type: none"> <i>8.1 Independent Consultant Report on Possible Deviation Between Approved 2020 Budget and Transport Asset Management Plan-</i> <ol style="list-style-type: none"> That ARIC advise Council they have reviewed the Independent Investigation report and noted the budgeting and approval process deficiencies. That the recommendations in the TNR Investigation Report be noted and that the improvement plan be implemented: <ol style="list-style-type: none"> All aspects of the capital works programmes should be determined and finalised so the information can be provided to Council prior to adopting the annual operational plan and financial budget; and Council should assess and benchmark its resources to ensure that it has appropriate personnel to provide a robust asset management function and deliver on Council expectations; and 	CFO		Noted	COMPLETED & REPORTED TO COUNCIL
				CFO		Noted	COMPLETED & REPORTED TO COUNCIL
				CFO		Noted for implementation in the 2021/22 budget. Final works program will be provided to Council before works commence.	B
				CFO		Noted but work on determining what sufficient resources are necessary to ensure Council has appropriate personnel to provide a robust asset management function and deliver on Council expectations has not yet commenced. However, consideration on appropriate staffing levels to meet this recommendation may be undertaken as part of the ongoing preparation of the 2021/22 budget.	B

T	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
			<p>c. Councillors and the management Team should review areas of discontent and develop processes, and where necessary policies, to ensure Council's operations are efficient, effective and compliant with applicable laws and regulations; and</p> <p>d. Management should identify budget variations and have them approved by Council in advance of commencing works. Protocols should be developed to ensure that the Management Team and Council are clear and content on the process of advising and approving budget variation; and</p> <p><i>9.6 Internal Audit Report on Hill Street Asphalt Overlay</i></p> <p>1. That ARIC advise Council it has reviewed the Internal Audit Special Report – Asphalt Hill Street report and as a result conclude that a perception exists of a breach of delegation and a splitting of orders; and</p> <p>2. That an undertaking to review the procurement policies and procedures to ensure proper delegation process is followed.</p> <p><i>9.7 Audit Office of NSW Management Letter on the Interim Phase of the Audit for the Year Ended 30 June 2020:</i></p> <p>1. That the Audit Office of NSW Management Letter on the Interim phase of the audit for the year ended 30 June 2020 including the recommendations within the letter be noted;</p> <p>2. ARIC recommends to Council that the General Manager address the recommendations in the Audit Office letter; and</p> <p>3. ARIC recommend that sufficient resources are allocated to address this work.</p>	CFO		Noted but not yet commenced	B
				CFO		1. Noted for future Quarterly Budget Review identification; 2. Protocols not yet developed	B
				CFO		Noted	COMPLETED & REPORTED TO COUNCIL
				CFO		In progress	B
				CFO		Noted	COMPLETED & REPORTED TO COUNCIL
				CFO		Noted	B
				CFO		Noted. Work on determining what sufficient resources are needed to undertake the recommendations has now yet commenced	B
27/4/201	17.04/21	Item 15.7 Regional NSW Planning Portal Grant	That Council resolve to apply for the Regional NSW Planning Portal grant of \$50,000 to assist with the costs of: <ul style="list-style-type: none"> - IT system upgrade (purchasing a new system or Application Programming Interface); - Purchase of equipment (computers, kiosks, chairs/desks); and - Human resources (reallocation of staff or training of staff). 	MDP		Funding approved. .	COMPLETED & REPORTED TO COUNCIL
				MDP		Complete	C
				MDP		In Progress	B
27/04/2021	26.04/21	Item 15.12 Public Spaces Legacy Program Project	That Council: <ol style="list-style-type: none"> 1. subject to funding of up to \$2,000,000 under the NSW Public Spaces Legacy Program, undertakes the following projects: <ol style="list-style-type: none"> a) The Constellations of The South at The Glen, adjacent Rotary Park upgrade and model boating lake, circa \$1,500,000; and b) Fibonacci theme at Pioneer Park circa \$500,000 2. authorise the General Manager to execute the proposed funding deed; 3. undertake further community consultation during the concept and detailed design phases of the projects; 4. Include the operating costs of the new capital works projects as part of development of the Long Term Financial Plan. 	MDP		Grant funding is for these 2 projects	B
				MDP		Funding deed finalised and signed.	C
				MDP		Commenced	B
				CFO		Details not yet available	A
25/05/2021	20.05/21	16.1 Item Notice of Motion - Connection Costs for Properties in the Bundarra Sewerage Scheme	That Council : <ol style="list-style-type: none"> a. be advised of the total of the estimated cost of each property owner to connect to the new scheme; b. seek the approval of the Grant Funding body to expense all residents' connection costs from within the current contingencies budget; 	DID		Electrical estimated costs tabled at the meeting.	COMPLETED & REPORTED TO COUNCIL
				DID		Request for approval has been forwarded and advice confirming approval has been received.	COMPLETED & REPORTED TO COUNCIL

T	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS																																																		
			<p>c. approve the Private Works under Section 67, NSW Local Government Act 1993 from the Sewer Fund;</p> <p>d. request the contractor confirm the variation amount for the work and bring it back to Council for consideration;</p> <p>e. be provided with details for the Project Manager including qualifications and experience; and</p> <p>f. seek the support of our Local State Government member, the Hon. Adam Marshall, Member for Northern Tablelands for this resolution.</p>	DID DID DID GM		Noted - see als resolution X03.07/21 Report to June Council meeting. Provided in bulletin 29 May 2021 Advised of resolution and letter of support requested.	COMPLETED & REPORTED TO COUNCIL COMPLETED & REPORTED TO COUNCIL COMPLETED & REPORTED TO COUNCIL COMPLETED & REPORTED TO COUNCIL																																																		
25/05/2021	24.05/21	15.6 Projects Subject to Grant Funding - Priority List for Community Consultation	That Council : Endorse the Proposed Project List (listed below) of future capital projects, the progress of which are subject to future grant funding as per listing in 25 May Minutes Ordinary Meeting: Place the Proposed Project List on public exhibition for a period of not fewer than 28 days and undertake community consultation during the period to ascertain the level of community support for the proposed projects and assist Council to allocate prioritisation when funding opportunities arise	DID		On public exhibition	C																																																		
25/05/2021	28.05/21	15.1 Prioritised Projects for Upgrading Gravel to Sealed Roads	<p>That Council:</p> <p>1. Approve the following road upgrades utilising Local Roads and Community Infrastructure grant funding in 21/22</p> <table border="1"> <thead> <tr> <th>Road Name</th> <th>Section</th> <th>Length (m)</th> <th>Year</th> <th>Cost estimate (\$)</th> </tr> </thead> <tbody> <tr> <td>Old Gostwyck Road</td> <td>To Corey Road</td> <td>1,100</td> <td>21/22</td> <td>\$153,480</td> </tr> <tr> <td>Corey Road</td> <td>Full length</td> <td>440</td> <td>21/22</td> <td>\$48,220</td> </tr> <tr> <td>Harriet Gully Road</td> <td>Full Length</td> <td>760</td> <td>21/22</td> <td><u>\$83,300</u></td> </tr> <tr> <td colspan="4" style="text-align: right;">TOTAL</td> <td>\$285,000</td> </tr> </tbody> </table> <p>2. Subject to additional grant funding, adopt the gravel roads upgrade to sealed roads prioritisation list as follows for subsequent years</p> <table border="1"> <thead> <tr> <th>Road Name</th> <th>Section</th> <th>Length (m)</th> <th>Priority</th> <th>Cost estimate (\$)</th> </tr> </thead> <tbody> <tr> <td>Gostwyck Road</td> <td>14.9 to 16.9 km</td> <td>2,000</td> <td>1</td> <td>\$490,000</td> </tr> <tr> <td>Bendemeer Road</td> <td>0.5 to 2.5 km</td> <td>2,000</td> <td>2</td> <td>\$490,000</td> </tr> <tr> <td>Gostwyck Road</td> <td>16.9 to 19.0 km</td> <td>2,100</td> <td>3</td> <td>\$515,000</td> </tr> <tr> <td>Williams Road</td> <td>0.2 to 2 km</td> <td>1,800</td> <td>4</td> <td>\$441,000</td> </tr> </tbody> </table> <p>Places the other candidate roads list on public exhibition and invite nominations from the community for other gravel road candidate projects for investigation and prioritisation in the future</p>	Road Name	Section	Length (m)	Year	Cost estimate (\$)	Old Gostwyck Road	To Corey Road	1,100	21/22	\$153,480	Corey Road	Full length	440	21/22	\$48,220	Harriet Gully Road	Full Length	760	21/22	<u>\$83,300</u>	TOTAL				\$285,000	Road Name	Section	Length (m)	Priority	Cost estimate (\$)	Gostwyck Road	14.9 to 16.9 km	2,000	1	\$490,000	Bendemeer Road	0.5 to 2.5 km	2,000	2	\$490,000	Gostwyck Road	16.9 to 19.0 km	2,100	3	\$515,000	Williams Road	0.2 to 2 km	1,800	4	\$441,000	DID DID DID		COMPLETED & REPORTED TO COUNCIL COMPLETED & REPORTED TO COUNCIL On public exhibition	C C
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15/06/2021	X03.06/21	6.1 2021-22 Crown Reserves Improvement Fund Program	<p>That Council apply for grant funding under the Crown Reserves Improvement Fund Program for the following projects:</p> <p>i. Crown Reserve 25105 - Saumerez Ponds Recreation Reserve (also known as the Barry Munday Reserve) improvements at a total application up to \$175,000; and</p> <p>ii. Crown Reserve 91185 - Wooldridge Recreation and Fossicking Area Reserve amenities at a total application up to \$120,000; and</p> <p>iii. Subject to the grant funding budget being approved, include addition operating costs (maintenance and depreciation - estimated at \$18,440 per annum [2021 sollars]) in the applicable 2021/22 budget review process.</p>	MDP		Application submitted	C																																																		

T	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
15/06/2021	X06.06/21	6.2 Project Nominations for Stronger Country Communities Fund Round 4	That Council apply for grant funding under the Stronger Country Communities Fund Round Four (4) for the following projects in order of preference: i. Renewal works at McMaugh's Gardens identified in the Sixhills Report at \$320,000; ii. Support an additional sum for the required works for the Glen Precinct and Pioneer Park, for the sum of \$300,000; and iii. Support an additional sum up to \$80,000 for the required work for Fuller Park.	MDP		Application submitted	C
15/06/2021	X07.06/21	6.3 Central Northern Regional Library (CNRL) Agreement	That in relation to the report "Central Northern Regional Library", Council: i. receive and note the minutes from the CNRL Ordinary Meeting held 21 April 2021; ii. Approve the extension of the current CNRL Library Agreement for a further five-year period from 1 July 2021 to 30 June 2026; and iii. Agree to affix the Seal of Council to the Central Northern Regional Library Agreement 2021	EMCS		Completed	C
29/06/2021	02.06/21	7.1 MINUTES OF ORDINARY MEETING OF COUNCIL HELD 25 MAY 2021	That Council adopt the minutes the meeting held 25 May 2021, with amendment as noted, as a true and correct record. Amendments: 1. Resolution 23.05/21 Cr Dusting voted against the motion. 2. Add Cr Ledger attendance on Delegate Report, 11 May 2021 GM Workshop details	EA		Changes completed in Minutes and published	C
29/06/2021	03.06/21	7.2 MINUTES OF EXTRAORDINARY MEETING OF COUNCIL HELD 15 JUNE 2021	That Council adopt the minutes the meeting held 15 June 2021, with amendments as noted, as a true and correct record. AMENDMENTS Motion X06.06/21 Carried – the word 'vote' moved to previous line.	EA		Changes completed in Minutes and published	C
29/06/2021	11.06/21	15.11 DRAFT ASBESTOS POLICY	That the Asbestos Policy be placed on public exhibition for a period of 28 days (from 30 June 2021 to 28 July 2021) and if no submissions are received, that the policy be adopted.	MG		The Asbestos Policy is currently on public exhibition.	B
29/06/2021	12.06/21	14.1 NOMINATION FOR S355 BUNDARRA SCHOOL OF ARTS COMMITTEE MEMBERSHIP	That Council approve the appointment of Ms Tracey Nagel to the s355 Bundarra School of Arts Hall Committee.	DID		Ms Nagel and 355 Committee has been advised of the resolution	C
29/06/2021	13.06/21	15.2 DRAFT LONG TERM FINANCIAL PLAN (LTFP) 2022-2031	That Council undertake community consultation on Council's long term financial sustainability to enable the next term of Council to adopt a sustainable Long Term Financial Plan (LTFP) that includes a balanced operating outcome before capital grants for all funds by: i. endorsing the recommendation of the Budget Review and Finance Committee to place the Draft LTFP 2022-2031 on public exhibition for a minimum period of 28 days.	CFO		Documents are being prepared to assist with community consultation associated with the exhibition of the draft Long Term Financial Plan.	B
29/06/2021	16.06/21	15.3 REVISED URALLA LOCAL STRATEGIC PLANNING STATEMENT (LSPS) 2021	That Council adopt the Uralla Shire Local Strategic Planning Statement 2021 as amended.	MDP		Noted	C
29/06/2021	17.06/21	15.4 URALLA CBD GARDEN BLISTERS ANNUAL MAINTENANCE	That Council receive the advice regarding the annual maintenance of the Uralla CBD garden blisters.	DID		Noted	C
29/06/2021	20.06/21	15.5 THUNDERBOLT ENERGY HUB – WIND FARM - COMMUNITY CONSULTATIVE COMMITTEE REPRESENTATIVE	That Council nominate Cr Ledger as Council's representative, and the General Manager as Council's alternate representative, for the Thunderbolt Energy Hub – Wind Farm Community Consultative Committee.	DID		GM signed and forwarded declarations. Cr Ledger to sign and forward declarations.	B

T	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS																				
29/06/2021	23.06/21	15.8 FIXING LOCAL ROADS ROUND 3 – GRANT APPLICATION	That Council makes an application for funding under Round 3 of the Fixing Local Roads program for up to \$1,010,625 being 75% of the costs for rehabilitation of the candidate roads as follows: <table border="1"> <thead> <tr> <th>Road Name</th> <th>Length (m)</th> <th>Year</th> <th>Cost estimate</th> </tr> </thead> <tbody> <tr> <td>Kingstown Road</td> <td>1,500</td> <td>21/22 & 22/23</td> <td>\$336,875</td> </tr> <tr> <td>Gostwyck Road</td> <td>2,500</td> <td>21/22 & 22/23</td> <td>\$673,750</td> </tr> <tr> <td>Northeys Road</td> <td>1,500</td> <td>21/22 & 22/23</td> <td>\$336,875</td> </tr> <tr> <td colspan="3"></td> <td>TOTAL \$1,347,500</td> </tr> </tbody> </table>	Road Name	Length (m)	Year	Cost estimate	Kingstown Road	1,500	21/22 & 22/23	\$336,875	Gostwyck Road	2,500	21/22 & 22/23	\$673,750	Northeys Road	1,500	21/22 & 22/23	\$336,875				TOTAL \$1,347,500	DID		Application submitted	C
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29/06/2021	26.06/21	15.9 LOCAL GOVERNMENT REMUNERATION TRIBUNAL'S DETERMINATION FOR MAYOR AND COUNCILLORS' REMUNERATION	That Council: i. Fix the 2021/2022 fee payable to Councillors at \$11,628; and ii. Fix the 2021/2022 fee payable to the Mayor at \$20,952 (additional to the fee paid to the Mayor as Councillor).	CFO		This will be adjusted from the first pay in July and a quarterly budget adjustment completed for the difference between the actual fee and the budgeted fee.	B																				
29/06/2021	29.06/21	15.10 DRAFT MODEL COUNCILLOR AND STAFF INTERACTION POLICY	That Council receive the report and note that individual submissions can be made to the Office of Local Government on the Model Councillor and Staff Interaction Policy.	MG		No further action.	C																				
29/06/2021	31.06/21	15.13 JOINT COUNCIL FORUM ON THE NEW ENGLAND RENEWABLE ENERGY ZONE	That Council thank the General Manager for conducting a very successful workshop and share the outcomes of the Joint Forum on the New England Renewable Energy Zone (NEREZ) held 7 May 2021 at the Uralla Memorial Hall with the Chair of the New England Regional Reference Group, Mr James Hay, requesting that the outcomes be considered as a submission forming part of the Regional Reference Group's community engagement commitment.	GM		Workshop information shared with Regional Reference Group	C																				
29/06/2021	32.06/21	15.14 (9.1)LATE REPORTS TO COUNCIL- ADOPTION OF OPERATIONAL PLAN AND BUDGET 2021-2022	That Council: 1. That in accordance with Sections 533, 534, 535 and 536 of the NSW Local Government Act 1993, Council make and levy the rates and annual charges for 2021-22 as set out in the business paper 29 June 2021 from a) to i).	CFO		Rates notices expected to be issued before the end of July 2021.	C																				
29/06/2021	33.06/21	15.14 (9.1)LATE REPORTS TO COUNCIL- ADOPTION OF OPERATIONAL PLAN AND BUDGET 2021-2022	2. That Council: a. Approve expenditure and vote funds as detailed in the combined Draft 2017-2022 Delivery Program and 2021-22 Operational Plan, contained at Attachment A, in accordance with Part 9, Division 5, clause 211(2) of the Local Government (General) Regulation 2005. b. Adopt the combined 2017-2022 Delivery Program and 2021-22 Operational Plan, including the 2021-22 Statement of Revenue Policy incorporating the annual budget and fees and charges.	CFO		All documents have been uploaded to the USC web page.	C																				
29/06/2021	35.06/21	17.1 CONFIDENTIAL REPORT - WRITE-OFF DEBTS IDENTIFIED IN DOUBTFUL DEBTS PROVISION	That Council write-off the charges listed for each debtor in this report totalling \$2,091.12 in accordance with Section 607 of the Local Government Act 1993 and Regulation 131 of the Local Government (General) Regulation 2005.	CFO		Amounts have been written off.	C																				
2/07/2021	X03.07/21 2 July Meeting	7.1 BUNDARRA SEWERAGE SCHEME PRIVATE WORKS	That Council approve the variation of rate private works (subject to Council resolving to fund the works in accordance with the requirements of Section 67 of the Local Government Act 1993 (NSW)) at the estimated unit rates wit the total cost not to exceed total estimated cost (assuming all works are undertaken at \$4374,253.00 excluding GST)	DID		Noted. Section 67 agreements prepared.	C																				

T	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
2/07/2021	X06.07/21 2 July Meeting	8.1 BUNDARRA SEWERAGE SCHEME SECTION 67 PRIVATE WORKS	<p>That Council:</p> <p>I. enter into agreements with the owners of the assets on the Bundarra properties that are expected to connect to the Bundarra Sewer Scheme (currently under construction) to undertake the necessary electrical and plumbing upgrades (the private works) necessary to allow the connection to take place;</p> <p>II. not charge the Bundarra property owners for the private works by setting the fee for the works at \$0.00;</p> <p>III. authorise the private works costs to be met from the current project budget; and</p> <p>IV. receive a report in accordance with the requirements of section 67 (4) of the Local Government Act 1993 (NSW), subsequent to the works being completed;</p> <p>V. include details or a summary of any resolutions made under section 67 for work carried out under subsection (2)(b) of the Act in the next annual report; and</p> <p>VI. seek legal advice to determine if there is any permissible method for Council to pay for the private works that may have been undertaken by the owners of the assets since the Council's letter to residents, 8 April 2021, to the date of this resolution and report back to Council.</p>	DID		<p>I. Section 67 agreements prepared for signing.</p> <p>II. Noted</p> <p>III. Noted</p> <p>IV. Pending</p> <p>V. Pending</p> <p>VI. Advice requested. Response pending</p>	<p>B</p> <p>C</p> <p>C</p> <p>B</p> <p>B</p> <p>B</p>
13/07/2021	X03.07/21 13 July Meeting	7. ADOPTION OF OPERATIONAL PLAN AND BUDGET 2021- 2022 – FEES AND CHARGES 2021-2022 ATTACHMENT A – CORRECTION	That Council note the adopted 2021-2022 Fees and Charges as referenced in the report as resolved for public exhibition 39.05/21 and per Item 9.1 of Council's Ordinary Meeting of the 29 June 2021 are as per the attached Fees and Charges for 2021/2022.	CFO			C

16 MOTIONS ON NOTICE/QUESTIONS WITH NOTICE

There are not Motions on Notice or Questions with Notice.

17 CONFIDENTIAL MATTERS

17.1 CONFIDENTIAL - APPLICATION FOR RELIEF UNDER WATER & SEWERAGE REFUND POLICY 2017 ASSESSMENT 10778

This report is presented to the CLOSED section of the 27th July 2021 meeting under section 10A (2) (b) of the Local Government Act (NSW) 1993.



- (1) A council, or a committee of the council of which all the members are councillors, may close to the public so much of its meeting as comprises:
 - (a) the discussion of any of the matters listed in subclause (2), or
 - (b) the receipt or discussion of any of the information so listed.
- (2) The matters and information are the following:
 - (b) the personal hardship of any resident or ratepayer

Reason: The report contains personal confidential information regarding a ratepayer.

17.2 CONFIDENTIAL - APPLICATION FOR RELIEF UNDER WATER & SEWERAGE REFUND POLICY - ASSESSMENT 8269

This report is presented to the CLOSED section of the 27th July 2021 meeting under section 10A (2) (b) of the Local Government Act (NSW) 1993.



- (1) A council, or a committee of the council of which all the members are councillors, may close to the public so much of its meeting as comprises:
 - (a) the discussion of any of the matters listed in subclause (2), or
 - (b) the receipt or discussion of any of the information so listed.
- (2) The matters and information are the following:
 - (b) the personal hardship of any resident or ratepayer

Reason: The report contains personal confidential information regarding a ratepayer

17.3 CONFIDENTIAL – SUPPLY AND DELIVERY LANDFILL COMPACTOR &
WASTE SPEC FRONT END LOADER - RFT969979 & RFT969981
EVALUATION RECOMMENDATION



This report is presented to the CLOSED section of the July 2021 meeting under section 10A (2)(d)(i) of the Local Government Act (NSW) 1993.

- (1) A council, or a committee of the council of which all the members are councillors, may close to the public so much of its meeting as comprises:
 - (a) the discussion of any of the matters listed in subclause (2), or
 - (b) the receipt or discussion of any of the information so listed.

- (2) The matters and information are the following:
 - (d) commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it.

Reason: report on commercial-in-confidence tender submissions

17.4 CONFIDENTIAL - REQUEST FOR QUOTATIONS FOR KERBSIDE WASTE
COLLECTION



This report is presented to the CLOSED section of the July 2021 meeting under section 10A (2)(d)(i) of the Local Government Act (NSW) 1993.

- (1) A council, or a committee of the council of which all the members are councillors, may close to the public so much of its meeting as comprises:
 - (a) the discussion of any of the matters listed in subclause (2), or
 - (b) the receipt or discussion of any of the information so listed.

- (2) The matters and information are the following:
 - (d) commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it.

Reason: report on commercial-in-confidence tender submissions

17.5 CONFIDENTIAL – REQUEST FOR TENDER FOR GROUNDWATER
INVESTIGATIONS



This report is presented to the CLOSED section of the July 2021 meeting under section 10A (2)(d)(i) of the Local Government Act (NSW) 1993.

- (1) A council, or a committee of the council of which all the members are councillors, may close to the public so much of its meeting as comprises:
 - (a) the discussion of any of the matters listed in subclause (2), or
 - (b) the receipt or discussion of any of the information so listed.

- (2) The matters and information are the following:
 - (d) commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it.

Reason: report on commercial-in-confidence tender submissions

18 COMMUNICATION OF COUNCIL DECISIONS

19 CONCLUSION OF THE MEETING

END OF BUSINESS PAPER