



ORDINARY MEETING OF COUNCIL

**Held at 12:30pm
24 April 2018**

ROLL CALL

Councillors:

Cr M Pearce (Mayor)
Cr I Strutt (Deputy Mayor)
Cr B Crouch
Cr M Dusting
Cr N Ledger
Cr L Sampson
Cr R Bell
Cr T Toomey
Cr K Ward

Staff:

Mr A Hopkins, General Manager
Mr T Seymour, Director Infrastructure & Regulation
Ms T Kirkland, Director Community & Governance
Mr S Paul, Chief Financial Officer
Minute Clerk

MINUTES

Minutes of the Uralla Shire Council at an Ordinary Meeting
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The Meeting Commenced at: 12:31pm

ATTENDANCE

Present were the Chairperson Cr M Pearce (Mayor), Cr I Strutt (Deputy Mayor), and Councillors, B Crouch, M Dusting, N Ledger, L Sampson, T Toomey, R Bell, K Ward, General Manager (Mr A Hopkins), Director Infrastructure and Regulation (Mr T Seymour), Chief Finance Officer (Mr S Paul), Minute Clerk.

1. OPENING & WELCOME

2. PRAYER

3. ACKNOWLEDGEMENT TO COUNTRY

4. APOLOGIES

The Chair advised receipt of an apology from Director Community & Governance, Trish Kirkland.

MOTION (Crs M Dusting /K Ward)

That;

Council accept the apology from Director Community & Governance for the ordinary meeting held 24 April 2018.

1.04/18 CARRIED

5. REQUESTS FOR LEAVE OF ABSENCE

The Chair advised receipt of a request for Leave of Absence from Cr R Bell, for the period of 1 month.

MOTION (Crs K Ward /M Dusting)

That;

Council accept the Leave of Absence from Cr R Bell for a period during May and June 2018.

2.04/18 CARRIED

6. DISCLOSURES & DECLARATION OF INTERESTS

The Chair outlined details of the pecuniary and non-pecuniary Conflict of Interest Declarations received in relation to the 24 April 2018 Meeting.

COUNCILLOR	ITEM OR REPORT NUMBER	PECUNIARY OR NON-PECUNIARY INTEREST	NATURE OF INTEREST
K Ward	Report 15	Non Pecuniary	Close association with one of the applicants
B Crouch	Report 14	Non Pecuniary	Neighbour for DA-69-2017 & DA-18-2018
M Dusting	Report 11	Non Pecuniary	Councillor lives in John Street

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7. CONFIRMATION OF MINUTES

Minutes to be confirmed or received and noted at the 24 April 2018 Meeting:

- Minutes of Ordinary Meeting held 27 March 2018 (to be confirmed)
- Minutes of Extraordinary Meeting held 10 April 2018 (to be confirmed)

AMENDMENTS

The Chair referred Councillors to the Minutes and called for any amendments.

There were no amendments requested by Councillors.

MOTION (Crs B Crouch /I Strutt)

That;

Council adopt the Minutes, as a true and correct record of the Ordinary Meeting held 27 March 2018.

3.04/18 CARRIED

AMENDMENTS

The Chair referred Councillors to the Minutes and called for any amendments.

There were no amendments requested by Councillors.

MOTION (Crs I Strutt /M Dusting)

That;

Council adopt the Minutes, as a true and correct record of the Extraordinary Meeting held 10 April 2018.

4.04/18 CARRIED

8. ANNOUNCEMENTS

The Chair advised there were no announcements.

9. TABLING OF REPORTS & PETITIONS

The Chair referred Councillors to the tabled reports and petitions.

Tabled reports and petitions:

- Petition for hard surfacing Barloo Road, Invergowrie.

PROCEDURAL MOTION (Crs T Toomey /B Crouch)

To move to Committee of the Whole

5.04/18 CARRIED

Councillors held a detailed discussion in committee regarding the acknowledgement of the petition.

PROCEDURAL MOTION (Crs B Crouch /L Sampson)

To resume Standing Orders

6.04/18 CARRIED

The Chair outlined details of the proposed motion determined during discussion in committee.

MOTION (Crs I Strutt /K Ward)

That;

1. Council receive and note the petition relating to Barloo Rd, Invergowrie.
2. The General Manager to review the request and make recommendations to council within 3 months.

7.04/18 CARRIED

- Petition for Primitive Camping at The Glen.

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PROCEDURAL MOTION (Crs K Ward /M Dusting)

To move to Committee of the Whole

8.04/18 CARRIED

Councillors held a detailed discussion in committee regarding the acknowledgement of the petition.

PROCEDURAL MOTION (Crs B Crouch /I Strutt)

To resume Standing Orders

9.04/18 CARRIED

The Chair outlined details of the proposed motion determined during discussion in committee.

MOTION (Crs R Bell /T Toomey)

That;

1. Council receive and note the petition relating to Primitive Camping at The Glen.
2. The General Manager to review the request and make recommendations to council within 3 months.

10.04/18 CARRIED

10. RECOMMENDATIONS FOR ITEMS TO BE CONSIDERED IN THE CONFIDENTIAL SECTION

The Chair referred Councillors to the items of business recommended for consideration in the confidential section of the meeting.

Confidential Reports to Council:

- General Managers Mid Term Performance Review
- Replacement of Bundarra Maintenance Grader
- Replacement of a 9 Ton Tipper

PROCEDURAL MOTION (Crs I Strutt /N Ledger)

To refer Agenda Items for hearing in Closed Session

That;

The confidential items of business be heard in closed session of Council, under Section 21 of the Meeting Agenda.

- Confidential Report 1 – General Managers Mid Term Performance Review
- Confidential Report 2 – Replacement of Bundarra Maintenance Grader
- Confidential Report 3 – Replacement of a 9 Ton Tipper

11.04/18 CARRIED

11. URGENT SUPPLEMENTARY & LATE ITEMS OF BUSINESS

The Chair referred Councillors to the urgent, supplementary and/or late items of business recommended for addition to the published Meeting Agenda.

Late Reports to Council:

- Planning Proposal 8 – Amendment of Land Classification
- Industrial Land Subdivision

PROCEDURAL MOTION (Crs K Ward /M Dusting)

To hear Late Items of Business as additions to the Meeting Agenda.

That;

The late items of business be heard following Report 16 in the Meeting Agenda as;

- Late Report 1 – Planning Proposal 8 – Amendment of Land Classification
- Late Report 2 – Industrial Land Subdivision

12.04/18 CARRIED

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12. PRESENTATIONS

The Chair advised there were no presentations.

13. DEPUTATIONS

There were no deputations registered for the 24 April 2018 Meeting.

14. WRITTEN REPORTS FROM DELEGATES (Activity Summaries)

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

COUNCILLOR NAME:	Mark Dusting	
COUNCIL MEETING DATE:	24 April 2018	
DATE	COMMITTEE/MEETING/EVENT	LOCATION
27/03/18	Council meeting	Uralla
27/03/18	Council workshop	Uralla
10/04/18	Council workshop	Uralla
10/04/18	Extraordinary Council meeting	Uralla
17/04/18	NEWA county council meeting	Uralla

COUNCILLOR NAME:	Bob Crouch	
COUNCIL MEETING DATE:	24 April 2018	
DATE	COMMITTEE/MEETING/EVENT	LOCATION
03/04/18	Business Engagement Event	Uralla
10/04/18	Audit, Risk and Improvement Committee	Uralla
10/04/18	Extraordinary meeting	Uralla
20/04/18	Youth week morning tea	Uralla
24/04/18	Council meeting	Uralla

COUNCILLOR NAME:	Levi Sampson	
COUNCIL MEETING DATE:	24 April 2018	
DATE	COMMITTEE/MEETING/EVENT	LOCATION
03/04/18	Business Engagement Event	Uralla
10/04/18	Strategic planning workshop	Uralla
10/04/18	Extraordinary meeting	Uralla
24/04/18	Council meeting	Uralla

COUNCILLOR NAME:	Natasha Ledger	
COUNCIL MEETING DATE:	24 April 2018	
DATE	COMMITTEE/MEETING/EVENT	LOCATION
10/04/18	Strategic planning workshop	Uralla
24/04/18	Council meeting	Uralla

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COUNCILLOR NAME:	Robert Bell	
COUNCIL MEETING DATE:	24 April 2018	
DATE	COMMITTEE/MEETING/EVENT	LOCATION
10/04/18	Strategic Planning workshop	Council
10/04/18	Extraordinary council meeting	Council
20/04/18	Youth week forum	Memorial Hall
03/04/18	Business Engagement Event	New England Brewery

COUNCILLOR NAME:	Kevin Ward	
COUNCIL MEETING DATE:	24 April 2018	
DATE	COMMITTEE/MEETING/EVENT	LOCATION
24/04/18	Council Meeting	Chambers

COUNCILLOR NAME:	Isabel Strutt	
COUNCIL MEETING DATE:	24 April 2018	
DATE	COMMITTEE/MEETING/EVENT	LOCATION
03/04/18	Engagement with the Bridge Street businesses	Uralla
04/04/18	Seniors Festival Mayor's Morning Tea at Council Chambers	Uralla
10/04/18	Strategic Planning Meeting Extraordinary Council Meeting Audit, Risk and Improvement Committee meeting (Observer)	Uralla
11/04/18	Mayor's Morning Tea at McMaugh Gardens	Uralla
20/04/18	Youth Week Youth Morning Tea	Uralla
24/04/18	Council Meeting	Uralla

COUNCILLOR NAME:	Tara Toomey	
COUNCIL MEETING DATE:	24 April 2018	
DATE	COMMITTEE/MEETING/EVENT	LOCATION
10/04/18	Strategic Workshop	Chambers
10/04/18	Extraordinary Council meeting	Uralla
03/04/18	Engagement Event	Uralla
24/04/18	Council meeting	Chambers

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COUNCILLOR NAME:	Michael Pearce	
COUNCIL MEETING DATE:	24 April 2018	
DATE	COMMITTEE/MEETING/EVENT	LOCATION
29/3/18	Mayor's Office- Admin. Attend RFS De-brief re recent Bonney Fire, Bundarra	Uralla Armidale RFS
31/3/18	Bundarra Central School celebrating 150 years in education.	Bundarra
3/4/18	Mayor's Office- Admin. Community Engagement with Business owners in the town CBD area.	Uralla.
4/4/18	2AD interview. Morning tea with Senior Citizens – Seniors Festival.	Uralla
5/4/18	NAMOI Unlimited Board meeting	Walcha.
6/4/18	UNE Graduation	Armidale
7/4/18	UNE Graduation	Armidale
8/4/18	RFS New England zone Medal Presentation and Long Service Awards.	Armidale
9/4/18	Mayor's Office - Admin	Uralla
10/4/18	Councillors Workshop. Extra-Ordinary Council meeting.	Uralla
11/4/18	Mayor's Office- Admin. Morning tea – McMaugh Gardens – Seniors Festival.	Uralla
12/4/18	Mayor's Office - Admin	Uralla
13/4/18	UNE Graduation Assist Canteen – Friends of McMaugh Gardens at Thunderbolt Rodeo	Armidale. Uralla
14/4/18	UNE Graduation	Armidale
16/4/18	Mayor's Office - Admin	Uralla
17/4/18	Mayor's Office - Admin	Uralla
18/4/18	2AD Radio interview. Mayor's Office - Admin	Uralla.
19/4/18	Mayor's Office - Admin	Uralla.
20/4/18	Youth week – Morning tea with Mayor and Councillors.	Uralla
22/4/18	St Marks Anglican Church.	Kentucky
23/4/18	Mayor's Office - Admin	Uralla
24/4/18	Mayor's Office – Admin. April Council meeting.	Uralla

15. MAYORAL MINUTE

Submitted by: Mayor, Cr M Pearce
Reference/Subject: Trip to China

MAYOR'S RECOMMENDATION:

That;
The Mayoral Minute be received and noted.

MOTION (Crs B Crouch /I Strutt)

That;
The Mayoral Minute be received and noted.

13.04/18 CARRIED

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16. REPORTS TO COUNCIL (Scheduled Reports)

Department: Organisations Services - Finance
Submitted by: Chief Financial Officer
Reference/Subject: Report 1 – Cash at Bank and Investments

OFFICER'S RECOMMENDATION:

That;

Council note the cash position as at 31 March, 2018 consisting of cash and overnight funds of \$1,965,037, term deposits of \$12,350.000 totalling \$14,315,037 of readily convertible funds.

MOTION (Crs N Ledger / L Sampson)

That;

Council note the cash position as at 31 March, 2018 consisting of cash and overnight funds of \$1,965,037, term deposits of \$12,350.000 totalling \$14,315,037 of readily convertible funds.

14.04/18 CARRIED

Department: Community and Governance
Submitted by: Acting Community Development and Tourism Coordinator
Reference/Subject: Report 2 - 2018 Bush Bursary/Country Women's Association Scholarship Program

OFFICER'S RECOMMENDATION:

That;

1. Council not participate / participate in the Bush Bursary, CWA Scholarship Program 2018.
2. Council allocate \$4,600 into the 2018/19 Operational Plan and Budget. {delete if not participating}.

PROCEDURAL MOTION (Crs K Ward / N Ledger)

To move to Committee of the Whole

15.04/18 CARRIED

Councillors held a detailed discussion in committee regarding the oversight of the student.

PROCEDURAL MOTION (Crs K Ward /T Toomey)

To resume Standing Orders

16.04/18 CARRIED

The Chair outlined details of the proposed motion determined during discussion in committee.

MOTION (Crs K Ward /T Toomey)

That;

1. Conditional upon the student residing in Uralla Shire for the term of their placement, Council participate in the Bush Bursary, CWA Scholarship Program 2018.
2. Council allocate \$4,600 into the 2018/19 Operational Plan and Budget.

17.04/18 CARRIED

Cr M Dusting left the meeting at 02.01pm.

Cr Dusting absent at time of voting

Cr Dusting returned to the meeting at 02:04pm.

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Department: Community and Governance
Submitted by: *Acting Community Development and Tourism Coordinator*
Reference/Subject: Report 3 - Monthly Report - Visitor Information Centre and Library

OFFICER'S RECOMMENDATION:

That;
Council receive and note the report.

MOTION (Crs T Toomey / L Sampson)

That;
Council receive and note the report.

18.04/18 CARRIED

Department: Community & Governance
Submitted by: *Risk Management and Safety Officer*
Reference/Subject: Report 4 - Report of the Audit, Risk and Improvement Committee Meeting held on 10 April 2018

OFFICER'S RECOMMENDATION:

1. That Council note the minutes of the Audit, Risk and Improvement Committee Meeting held on 10 April 2018, Attachment A.
2. Report No. 2 Chair's Review of Committee Performance.
Committee Recommendation 2.1:
That Council receive and note the Audit, Risk and Improvement Committee Chair's Review of Committee Performance Report [Attachment B].
3. Report No. 3 Policy Risk Management 2018.
Committee Recommendation 3.1:
That Council:
 - a. *place the draft Policy: Risk Management 2018, as amended by the Committee, on public exhibition for a period of 28 days [Attachment C].*
 - b. *adopt the draft Policy: Risk Management 2018 to replace the Risk Management Policy adopted in 2014, subject to no public submissions being received.*
4. Report No. 4 2018 Internal Audit Program
Committee Recommendation 4.1:
That Council receive and note the:
 - a. *Charter: Internal Audit 2018, as modified by the Committee [Attachment D].*
 - b. *2018 Internal Audit Program, as modified by the Committee [Attachment E].*
5. Report No. 5 Committee Annual Program
Committee Recommendation 5.1:
That Council receive and note the 2018 Annual Committee Program, as modified by the Committee [Attachment F].
6. Report No. 6 Policy: Fraud and Corruption Control 2018 and Strategy: Fraud and Corruption Control 2018.
Committee Recommendation 6.1:
 - a. *That Council:*
 - i. *place the draft Policy: Fraud and Corruption Prevention 2018 on public exhibition for a period of 28 days [Attachment G].*
 - ii. *adopt the Policy: Fraud and Corruption Prevention Policy 2018, subject to no public submissions being received.*

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- b. *That Council adopt the Strategy: Fraud and Corruption Control 2018, as modified by the Committee, and note the financial implications for its implementation [Attachment H].*

7. Report No. 7 Risk Management Action Plan 2017-18
Committee Recommendation 7.1:

That Council:

- a. *receive and note the four improvement actions plans (footpaths, trees and tree roots, signs as remote supervision, and stormwater management) resulting from Council's insurer's 'Continual Improvement Pathway Workbooks' used to self-assess the integrity of Council's existing systems [Attachment I].*
- b. *refer the four improvement action plans (footpaths, trees and tree roots, signs as remote supervision, and stormwater management) to the Director Infrastructure and Regulation for consideration as to funding and resourcing for implementation as part of the 2018/19 Operational Plan and Budget preparation process.*

MOTION (Crs B Crouch /N Ledger)

That;

- 1.** *That Council note the minutes of the Audit, Risk and Improvement Committee Meeting held on 10 April 2018, Attachment A.*

- 2.** *Report No. 2 Chair's Review of Committee Performance.*
Committee Recommendation 2.1:

That Council receive and note the Audit, Risk and Improvement Committee Chair's Review of Committee Performance Report [Attachment B].

- 3.** *Report No. 3 Policy Risk Management 2018.*
Committee Recommendation 3.1:

That Council:

- a. *place the draft Policy: Risk Management 2018, as amended by the Committee, on public exhibition for a period of 28 days [Attachment C].*
- b. *adopt the draft Policy: Risk Management 2018 to replace the Risk Management Policy adopted in 2014, subject to no public submissions being received.*

- 4.** *Report No. 4 2018 Internal Audit Program*
Committee Recommendation 4.1:

That Council receive and note the:

- a. *Charter: Internal Audit 2018, as modified by the Committee [Attachment D].*
- b. *2018 Internal Audit Program, as modified by the Committee [Attachment E].*

- 5.** *Report No. 5 Committee Annual Program*
Committee Recommendation 5.1:

That Council receive and note the 2018 Annual Committee Program, as modified by the Committee [Attachment F].

- 6.** *Report No. 6 Policy: Fraud and Corruption Control 2018 and Strategy: Fraud and Corruption Control 2018.*
Committee Recommendation 6.1:

a. *That Council:*

- i. *place the draft Policy: Fraud and Corruption Prevention 2018 on public exhibition for a period of 28 days [Attachment G].*
- ii. *adopt the Policy: Fraud and Corruption Prevention Policy 2018, subject to no public submissions being received.*

- b. *That Council adopt the Strategy: Fraud and Corruption Control 2018, as modified by the Committee, and note the financial implications for its implementation [Attachment H].*

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7. Report No. 7 Risk Management Action Plan 2017-18
Committee Recommendation 7.1:

That Council:

- a. receive and note the four improvement actions plans (footpaths, trees and tree roots, signs as remote supervision, and stormwater management) resulting from Council's insurer's 'Continual Improvement Pathway Workbooks' used to self-assess the integrity of Council's existing systems [Attachment I].*
- b. refer the four improvement action plans (footpaths, trees and tree roots, signs as remote supervision, and stormwater management) to the Director Infrastructure and Regulation for consideration as to funding and resourcing for implementation as part of the 2018/19 Operational Plan and Budget preparation process.*

19.04/18 CARRIED

Department: Community and Governance
Submitted by: Coordinator Governance and Risk
Reference/Subject: Report 5 - Constitution: Uralla Township and Environs Committee 2018

OFFICER'S RECOMMENDATION:

That;

Council adopt the Constitution: Uralla Township and Environs Committee 2018, contained at Attachment A.

PROCEDURAL MOTION (Crs B Crouch /M Dusting)
To move to Committee of the Whole

20.04/18 CARRIED

Councillors held a detailed discussion in committee regarding the constitution.

Cr Sampson left the meeting at 02:14pm.

Cr Sampson returned to the meeting at 02:16pm.

PROCEDURAL MOTION (Crs R Bell /L Sampson)
To resume Standing Orders

21.04/18 CARRIED

The Chair outlined details of the proposed motion determined during discussion in committee.

MOTION (Crs M Dusting /L Sampson)

That;

Council adopt the Constitution: Uralla Township and Environs Committee 2018, contained at Attachment A, but alter section 3.1 to include "Any other matters deemed relevant by Council."

22.04/18 CARRIED

Meeting adjournment (2.34pm til 2.40pm)

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PROCEDURAL MOTION (Crs R Bell /K Ward)

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 24 April 2018 meeting are received by Council under Section 10A (2 a) 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

(2) The matters and information are the following:

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

23.0/17 CARRIED

Department:	Community and Governance
Submitted by:	<i>Coordinator Governance and Risk</i>
Reference/Subject:	Report 6 - Appointment of Community Members and Councillor Representatives to Uralla Township and Environs Committee

OFFICER'S RECOMMENDATION:

That Council appoint:

1. The nominees listed below to the Uralla Township and Environs Committee:
 - a. _____
2. _____ as the Chairperson of the Uralla Township and Environs Committee in accordance with section 7.1 of the Constitution.
3. Councillors _____ and _____ as Councillor representatives to the Uralla Township and Environs Committee to 30 September 2018, in line with the annual review and appointment of Councillor representatives and delegates.

Councillors held detailed discussions about nominations received and conducted a formal vote to determine the membership of the committee.

That Council:

1. Appoint the nominees listed below to the Uralla Township and Environs Committee:
 - a. Mr Colin Hull, Mr John Kurko, Mr Kent Mayo, Mr Carl Merten, Mr Shaun Platford, Ms Fay Porter, Mrs Noelene Porter, Mr James Sinclair, Mr Phillip Smith, Mr Louis Van Eckert, Dr Ariella Van Luyn, Miss Andrea Wallace.
2. Appoint Mr Kent Mayo as the Chairperson of the Uralla Township and Environs Committee in accordance with section 7.1 of the Constitution.
3. Appoint Councillors Clr L Sampson and Clr I Strutt as Councillor representatives to the Uralla Township and Environs Committee to 30 September 2018, in line with the annual review and appointment of Councillor representatives and delegates.
4. Instruct the committee to hold its first meeting prior to 30 June 2018.

24.04/18 CARRIED

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PROCEDURAL MOTION (Crs M Disting /N Ledger)

To return to Open Session of Council

That;

Council move back to Open Session

25.04/18 CARRIED

PROCEDURAL MOTION (Crs M Disting / L Sampson)

To adopt the resolution of Council in closed session in open session

26.04/18 CARRIED

Department: Community and Governance

Submitted by: Coordinator Governance and Risk

Reference/Subject: Report 7 - 2017/18 Operational Plan – Progress Report at 31 March 2018

OFFICER'S RECOMMENDATION:

That;

Council receive and note the 2017/18 Operational Plan Progress Report at 31 March 2018.

PROCEDURAL MOTION (Crs R Bell /K Ward)

To move to Committee of the Whole

27.04/18 CARRIED

Councillors held a detailed discussion in committee regarding the details in the Operational Plan Progress Report.

Cr Sampson left the meeting at 03:42pm.

Cr Sampson returned to the meeting at 03:43pm.

PROCEDURAL MOTION (Crs M Disting /B Crouch)

To resume Standing Orders

28.04/18 CARRIED

The Chair outlined details of the proposed motion determined during discussion in committee.

MOTION (Crs T Toomey /B Crouch)

That;

Council receive and note the 2017/18 Operational Plan Progress Report at 31 March 2018.

29.04/18 CARRIED

Department: Community and Governance

Submitted by: Director Community and Governance

Reference/Subject: Report 8 - Visitor Information Centre - Improvement Project Funding Request

OFFICER'S RECOMMENDATION:

That;

Council vote \$10,000 to the Tourism Budget Program account 03920.0350.603 Sundry Expenses and reduce the Visitor Information Centre Internal Restricted Funds by \$10,000 to enable the engagement of a suitably qualified consultant to provide options, estimated costs and timeframes to better align the Visitor Information Centre offerings with the Shire's tourism assets in accordance with Council resolution 38.11/17, part 2.

PROCEDURAL MOTION (Crs T Toomey /B Crouch)

To move to Committee of the Whole

30.04/18 CARRIED

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Councillors held a detailed discussion in committee regarding the options for a consultant.

PROCEDURAL MOTION (Crs K Ward /B Crouch)

To resume Standing Orders

31.04/18 CARRIED

The Chair outlined details of the proposed motion determined during discussion in committee.

MOTION (Crs T Toomey /R Bell)

That Council :

1. Authorise the General Manager to reinstate the Visitor Information Project Reference Group to work with staff and council consultants to progress the recommendations in parts 1, 2 & 3 of Council resolution 38.11/17 and ;
2. Council vote \$10,000 to the Tourism Budget Program account 03920.0350.603 Sundry Expenses and reduce the Visitor Information Centre Internal Restricted Funds by \$10,000 to enable the engagement of a suitably qualified consultant to provide options, estimated costs and timeframes to better align the Visitor Information Centre offerings with the Shire's tourism assets in accordance with Council resolution 38.11/17, part 2.
3. Receive a report on the outcome of this work at September 2018 meeting, including timeframes and costings for the implementation of any further work

32.04/18 CARRIED

Cr Ledger requested that her vote against the motion be recorded.

Department: Infrastructure & Regulation
Submitted by: *Director Infrastructure & Regulation*
Reference/Subject: Report 9 - Works Progress Report as at 31 March 2018

OFFICER'S RECOMMENDATION:

That;

The report be received and noted for the works completed or progressed during March 2018, and works programmed for April 2018.

MOTION (Crs R Bell /M Dusting)

That;

The report be received and noted for the works completed or progressed during March 2018, and works programmed for April 2018.

33.04/18 CARRIED

Department: Infrastructure & Regulation
Submitted by: *Manager Waste, Water and Sewer Services*
Reference/Subject: Report 10 - Bundarra Sewer Scheme Second Quarterly Report January – March 2018

OFFICER'S RECOMMENDATION:

That;

The January – March 2017 Bundarra Sewer Scheme progress report be received and noted by Council.

PROCEDURAL MOTION (Crs R Bell /K Ward)

To move to Committee of the Whole

34.04/18 CARRIED

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Councillors held a detailed discussion in committee regarding the start dates of individual assessments.

Cr Sampson left the meeting at 04:33pm.

Cr Sampson returned to the meeting at 04:35pm.

PROCEDURAL MOTION (Crs M Dusting /B Crouch)

To resume Standing Orders

35.04/18 CARRIED

The Chair outlined details of the proposed motion determined during discussion in committee.

MOTION (Crs R Bell /M Dusting)

That;

1. The January – March 2017 Bundarra Sewer Scheme progress report be received and noted by Council.
2. The Council express concern at the five month extension in completion date and request a report including the following information to the May Council meeting: -
 - a. An update on the number of properties that have been inspected including the number with electrical and plumbing issues.
 - b. An updated timetable including an explanation of the Final Completion Date extension already indicated.
 - c. An update on the progress of the location of the treatment plant.
 - d. What action is being taken to ensure no further extension of the completion date are necessary.

36.04/18 CARRIED

Department: Infrastructure & Regulation
Submitted by: Director of Infrastructure & Regulation
Reference/Subject: Report 11 - Development Application 14/2018 – C Hull – 2 Lot
Residential Subdivision – 51 John Street, Uralla

Cr M Dusting, declared a conflict of interest and left the meeting at 04:44pm.

OFFICER'S RECOMMENDATION:

That;

Council approve Development Application 14/2018 submitted by C Hull for a 2 lot residential subdivision on land known as 51 John Street, Uralla, being Lot 12 DP 1198902 subject to the following conditions:

GENERAL CONDITIONS

1. 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.
2. All engineering works to be designed by an appropriately qualified person and carried out in accordance with Armidale Engineering Design Codes in force at the commencement of works unless otherwise indicated in this consent.
Reason: To ensure that these works are of a sustainable and safe standard.

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3. All sewer and drainage works associated with the approval are to comply with the requirements of AS3500 and completed only by a licensed plumber and drainer.

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.

CONDITIONS TO BE COMPLETED PRIOR TO ISSUE OF SUBDIVISION CERTIFICATE

4. Prior to the issue of a Subdivision Certificate, an Application for a Subdivision Certificate is to be submitted to Council with three (3) copies of the Title Plan and appropriate fees. The applicant/developer is to ensure that a summary of compliance with all conditions of consent is completed and lodged with the application.

Reason: To ensure the provision of appropriate documentation for Subdivision Certificate approval.

5. That two lots are created by the subdivision of Lot 12, DP 1198902, one of around 454 m² and the other around 580 m².

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

6. The creation by the developer, under Section 88B of the Conveyancing Act, a restriction that currently reflect the current No. 2 Section 88B existing restriction pursuant to Lot 12 DP 1198902.

Reason: To ensure continuity of Section 88B restrictions on affected lots.

7. The existing dwelling on proposed Lot 1 is connected to the water main. Connection to the water main is required for proposed Lot 2 at the expense of the developer. The water meter should be located on John Street on the southern side of the driveway within the property boundary.

Reason: To ensure that costs associated with establishing the subdivision are borne by the developer.

8. A sewer main extension is required from the existing sewer line north-west of the property of proposed Lot 2 to the proposed Lot 1. This extension is to be constructed in accordance with Armidale Engineering Design Codes in force at the commencement of works, to a standard approved by the Director of Infrastructure and Regulation, and will be at the expense of the developer. Current property sewer infrastructure must be realigned to connect to this sewer main extension.

Reason: To ensure appropriate that costs associated with establishing the subdivision are borne by the developer.

9. The subdivision must be provided with reticulated electricity and suitable telephone provisioning. The applicant shall provide a letter from the relevant electricity energy provider stating that satisfactory arrangements have been made for the supply of electricity. The applicant shall provide evidence that satisfactory arrangements have been made for telecommunications infrastructure in the subdivision / development.

Reason: To ensure appropriate that costs associated with establishing the subdivision are borne by the developer.

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10. The access handle to the proposed second lot is to be:
- A minimum of 4 metres wide.
 - Concreted or bitumen sealed for the entire length and to a minimum width of 3.65 metres.
- Reason: To ensure appropriate access and that costs associated with establishing the subdivision are borne by the developer.*
11. The developer must create an easement under Section 88B of the Conveyancing Act in the following context:
- (a) The purpose is an “easement for sewerage drainage” in favour of Council.
 - (b) It must be located centrally over the new sewer main extension located within proposed Lot 2.
 - (c) It must have a minimum width of 3 metres.
- Reason: To protect Council’s infrastructure from inappropriate future development that may have an adverse impact on its repair, maintenance or replacement.*
12. The applicant shall provide evidence to the effect that all utility services, i.e water, sewer, electricity, telecommunications, connected to or used in each of the lots within the development site are wholly contained within each of the proposed allotments.
- Reason: To ensure that costs associated with establishing the subdivision is borne by the developer.*
13. A surveyor’s plan must be submitted to Uralla Shire Council prior to the expiry date of this development consent so that the subdivision certificate on the plan can be signed by an authorised officer.
- Reason: The subdivision cannot be registered with the Land Titles Office, and be finalised, until the subdivision certificate on the surveyors plan is signed by an authorised officer of Uralla Shire Council.*
14. The developer is to meet the cost of and be responsible for the construction of vehicular entrances and exits in accordance with Council’s requirements.
- Reason: To provide appropriate access to the site.*

CONDITIONS TO BE COMPLETED PRIOR TO CONSTRUCTION COMMENCING

15. The owner/s of the property are to give Council written notice of the intention to commence works and the appointment of a Principal Certifying Authority (if the PCA 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

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16. 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.

17. 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.

18. 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.

19. Run-off and erosion controls must be implemented before construction, and maintained to prevent soil erosion, water pollution or the discharge of loose sediment on surrounding land, as follows:

- (a) divert uncontaminated run-off around cleared or disturbed areas,
- (b) erect a silt fence to prevent debris escaping into drainage systems or waterways,
- (c) prevent tracking of sediment by vehicles onto roads,
- (d) stock pile topsoil, excavated material, construction and landscaping supplies and debris within the site.

Reason: To prevent pollution from detrimentally affecting the public or environment.

ADVISORY NOTES - GENERAL

20. The Applicant is solely responsible for ensuring that all additional consents and agreements are obtained from other authorities, as relevant.
21. 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.
22. 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.
23. 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

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consent under s96 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.

24. 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.

**PROCEDURAL MOTION (Crs B Crouch /K Ward)
To move to Committee of the Whole**

37.04/18 CARRIED

Councillors held a detailed discussion in committee regarding matters associated with the proposed development.

*Cr Ledger left the meeting at 04.45pm.
Cr Ledger returned to the meeting at 04.46pm.*

**PROCEDURAL MOTION (Crs B Crouch /L Sampson)
To resume Standing Orders**

38.04/18 CARRIED

The Chair outlined details of the proposed motion determined during discussion in committee and noted that Council had decided to lay the matter on the table.

MOTION (Crs B Crouch /L Sampson)

That;

Report 11 – Development Application – 14/2018, from the Ordinary Meeting held 24 April to lay on the table until further information is received.

39.04/18 CARRIED

*Cr Dusting returned to the meeting at 05:11pm.
Cr Toomey left the meeting at 5.11pm*

Department: Infrastructure and Regulation
Submitted by: Manager Waste, Water and Sewer Services
Reference/Subject: Report 12 - CDS reverse vending machine.

OFFICER'S RECOMMENDATION:

That;

The report be received and noted.

MOTION (Crs K Ward /I Strutt)

That;

The report be received and noted.

40.04/18 CARRIED

Cr Toomey was absent at the time of voting

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Department: Infrastructure & Regulation
Submitted by: *Director Infrastructure & Regulation*
Reference/Subject: Report 13 - Heritage Advisory Services Summary for April 2018

OFFICER'S RECOMMENDATION:

That;

The Heritage Advisory Services Summary for April 2018 be received and noted by Council.

MOTION (Crs R Bell /L Sampson)

That;

The Heritage Advisory Services Summary for April 2018 be received and noted by Council.

41.04/18 CARRIED

Cr Toomey was absent at the time of voting

Cr Toomey returned to the meeting at 05:12pm.

Department: Infrastructure & Regulation
Submitted by: *Director of Infrastructure & Regulation*
Reference/Subject: Report 14 - Development Approvals and Refusals for March 2018

Cr Crouch, having previously declared a conflict of interest, left the meeting at 05:12pm.

OFFICER'S RECOMMENDATION:

That;

Council receive and note the development approvals and refusals for March 2018.

MOTION (Crs I Strutt /K Ward)

That;

Council receive and note the development approvals and refusals for March 2018.

42.04/18 CARRIED

Cr Crouch returned to the meeting at 05: 14pm.

Department: General Manager's Office
Submitted by: *General Manager*
Reference/Subject: Report 15 - Stronger Country Communities Fund – Round Two Priority Projects

Cr Ward, having previously declared a conflict of interest, left the meeting at 05:14pm.

OFFICER'S RECOMMENDATION:

That;

Council receive and note the report.

MOTION (Crs I Strutt /L Sampson)

That;

Council receive and note the report.

43.04/18 CARRIED

Cr Ward was absent at the time of voting

Cr Ward returned to the meeting at 05:22pm.

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Department: General Manager's Office
Submitted by: Andrew Hopkins
Reference/Subject: Report 16 - New England Joint Organisation - Narrabri

OFFICER'S RECOMMENDATION:

That;

For the purposes of resolution X9.02/18 passed by this council on 13th February 2018 concerning the approval of this council's area being included in the joint organisation's area (referred to in resolution X9.02/18 as the 'New England Joint Organisation'),; {delete one of a) or b) below}

1. this council does not endorse the area of Narrabri Council being included in the area of the joint organisation;
2. that – in addition to those council areas prescribed in the previous resolution – council endorses the area of Narrabri Council being included in the area of the joint organisation.

PROCEDURAL MOTION (Crs B Crouch /I Strutt)

To move to Committee of the Whole

44.04/18 CARRIED

Councillors held a detailed discussion in committee regarding the position of council on the Narrabri Council becoming part of the NEJO.

PROCEDURAL MOTION (Crs T Toomey /K Ward)

To resume Standing Orders

45.04/18 CARRIED

The Chair outlined details of the proposed motion determined during discussion in committee.

MOTION (Crs I Strutt /K Ward)

That;

For the purposes of resolution X9.02/18 passed by this council on 13th February 2018 concerning the approval of this council's area being included in the joint organisation's area (referred to in resolution X9.02/18 as the 'New England Joint Organisation'),;

1. This council does not endorse the area of Narrabri Council being included in the area of the joint organisation.

46.04/18 CARRIED

Cr Ledger requested that her vote against the motion be recorded.

17. MOTIONS ON NOTICE

Submitted by: Cr Bob Crouch
Reference/Subject: Notice of Motion 1 – Free WiFi in CBD

NOTICE of MOTION

That;

Council investigate the feasibility of introducing free WiFi internet access throughout the Central Business District of Uralla.

MOTION (Crs B Crouch /L Sampson)

That;

Council investigate the feasibility of introducing free WiFi internet access throughout the Central Business District of Uralla.

47.04/18 CARRIED

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Submitted by: Cr Bob Crouch
Reference/Subject: Notice of Motion 2 – Council support for sustainable energy

NOTICE of MOTION

That;

Council support the use of sustainable energy throughout the Shire by encouraging occupants of lots greater than 5000m² to be self sufficient.

MOTION (Crs B Crouch /T Toomey)

That;

Council investigate the options for use of sustainable energy throughout the Shire, for lots of greater than 5000m² to be self sufficient.

48.04/18 CARRIED

16. LATE REPORTS TO COUNCIL (Rescheduled)

Department: Infrastructure & Regulation
Submitted by: Director of Infrastructure & Regulation
Reference/Subject: Late Report 1 - Planning Proposal 8 – Amendment of Land Classification

OFFICER'S RECOMMENDATION:

That;

Council resolve to submit a Planning Proposal for Gateway Determination to the Department of Planning and Environment to reclassify the Queen Street Uralla Caravan Park (Lot 30 DP793510), Uralla and the proposed Industrial Estate (Lot 14 DP787477) Rowan Avenue, Uralla from community land to operational land.

MOTION (Crs R Bell /B Crouch)

That;

Council resolve to submit a Planning Proposal for Gateway Determination to the Department of Planning and Environment to reclassify the Queen Street Uralla Caravan Park (Lot 30 DP793510), Uralla and the proposed Industrial Estate (Lot 14 DP787477) Rowan Avenue, Uralla from community land to operational land.

49.04/18 CARRIED

Department: Infrastructure & Regulation
Submitted by: Director of Infrastructure & Regulation
Reference/Subject: Late Report 2 - Industrial Land Subdivision

OFFICER'S RECOMMENDATION:

That;

Council resolve to:

- 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,
- Progress detailed design of the subdivision and the construction of Stage 1,
- Install billboard signage at the property indicating the endorsed layout and undertake additional marketing of the project, and
- Authorise the General Manager to negotiate and approve sales of lots within the subdivision at not less than 80% of the predicted values in the Kehoe Myers report.

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MOTION (Crs R Bell /I Strutt)

That;

Council resolve to:

- 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,
- Progress detailed design of the subdivision and the construction of Stage 1,
- Install billboard signage at the property indicating the endorsed layout and undertake additional marketing of the project.

50.04/18 CARRIED

18. SCHEDULE OF COUNCIL RESOLUTIONS

Schedule of Action Items as at: 24 April 2018

Councillors undertook a review of the Schedule of Action Items.

19. RESPONSES TO QUESTIONS FROM PREVIOUS MEETING

MOTION (Crs B Crouch /T Toomey)

That;

Council note the responses to Cr Crouch and Cr Toomey's questions from 27 March 2018 Ordinary Meeting.

51.04/18 CARRIED

20. QUESTIONS FOR NEXT MEETING

Questions for 22 May 2018 Ordinary Meeting of Council

Cr Ledger

Cr Ledger raised the following question/s at the 24 April meeting of Council:-

1. Why is the gate locked at the showground? People want access for their horses.
They need to speak to the showground trust, the showground is not owned or operated by council.

Cr Ledger, left the meeting at this time 06.08pm.

Cr Toomey

Cr Toomey raised the following question/s at the 24 April meeting of Council:-

1. Can the NEHC MOU be circulated to Councillors please, and made public if appropriate?
AH - Yes

2. Has the Consultant engaged to provide the Traffic Calming Report provided responses to the questions asked by the community and Councillors, to Council staff yet?

What answer has he provided in relation to the inadequate turning circle provisions specified in the Traffic Calming Report for B doubles?

TS – Consultant is still liaising with RMS on what their minimum requirements will be.

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21. CONFIDENTIAL BUSINESS

PROCEDURAL MOTION (Crs M Dusting /I 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:-

The matters referred to the Closed Session of the 24 April 2018 meeting are received by Council under Section 10A (2 a & d) 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

(2) The matters and information are the following:

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

(d) commercial information of a confidential nature that would, if disclosed:

(i) prejudice the commercial position of the person who supplied it, or

(ii) confer a commercial advantage on a competitor of the council, or

52.04/18 CARRIED

Department: General Manager's Office
Submitted by: General Manager
Reference/Subject: Confidential Report 1 - General Manager Mid Term Performance Review
1/07/17 to 31/12/17

OFFICER'S RECOMMENDATION:

That;

Council acknowledge the General Manager received an average result of 'Exceeds Expectations' for the six (6) month mid-period review of his 2017 - 2018 annual performance agreement conducted on Tuesday 20th March 2018.

MOTION (Crs M Dusting /I Strutt)

That;

Council acknowledge the General Manager received an average result of 'Exceeds Expectations' for the six (6) month mid-period review of his 2017 - 2018 annual performance agreement conducted on Tuesday 20th March 2018.

53.04/18 CARRIED

Cr Ledger was absent at the time of voting.

Department: Infrastructure & Regulation
Submitted by: Director Infrastructure & Regulation
Reference/Subject: Confidential Report 2 - Replacement of Bundarra Maintenance Grader

OFFICER'S RECOMMENDATION:

That Council;

1. purchase one (1) only new John Deere 670G grader from Hitachi for the amount detailed in the attachment, and
2. dispose of one (1) only used John Deere grader to Hitachi for the amount detailed in the attachment.

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That Council;

1. purchase one (1) only new John Deere 670G grader from Hitachi for the amount of \$383,130 inc GST, and
2. dispose of one (1) only used John Deere grader to Hitachi for the amount \$118,800 inc GST .

54.04/18 CARRIED

Cr Ledger was absent at the time of voting.

Department: Infrastructure & Regulation
Submitted by: Director Infrastructure & Regulation
Reference/Subject: Confidential Report 3 - Replacement of 9 Ton Tipper

OFFICER'S RECOMMENDATION:

That Council:

1. purchase 1 only new Fuso FV 6x4 Tipper from JT Fossey for the amount detailed in the attachment, and
2. dispose of 1 only single drive medium tipper via auction.

That Council:

1. purchase 1 only new Fuso FV 6x4 Tipper from JT Fossey for the amount of \$194,627 inc GST.
2. dispose of 1 only single drive medium tipper via auction.

55.04/18 CARRIED

Cr Ledger was absent at the time of voting.

PROCEDURAL MOTION (Crs M Dusting /K Ward)

To return to Open Session of Council

That;

Council move back to Open Session

56.04/18 CARRIED

PROCEDURAL MOTION (Crs M Dusting /K Ward)

To adopt the resolutions of Council in closed session in open session

57.04/18 CARRIED

CLOSURE OF MEETING

The meeting was closed at: 06:37pm

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