



ORDINARY MEETING OF COUNCIL

**Held at 12:30pm
30 October 2018**

ROLL CALL

Councillors:

Cr M Pearce (Mayor)
Cr R Crouch (Deputy Mayor)
Cr R Bell
Cr M Dusting
Cr N Ledger
Cr L Sampson
Cr I Strutt
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
held at 12:30pm on 30 October 2018

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The Meeting Commenced at: 12:30pm

ATTENDANCE

Present were the Chairperson Cr M Pearce (Mayor), Cr R Crouch (Deputy Mayor), and Councillors, R Bell, M Dusting, N Ledger, L Sampson, I Strutt, T Toomey, K Ward, General Manager (Mr A Hopkins), Director Infrastructure and Regulation (Mr T Seymour), Chief Finance Officer (Mr S Paul), Coordinator Governance and Risk (Mr C Middleton), Coordinator Community Development & Engagement (Ms J Ogden), Minute Clerk (Ms G Stratton).

1. OPENING & WELCOME

2. PRAYER

3. ACKNOWLEDGEMENT TO COUNTRY

4. APOLOGIES

The Chair advised there were no apologies received.

5. REQUESTS FOR LEAVE OF ABSENCE

The Chair advised receipt of a request for Leave of Absence from Cr M Pearce.

MOTION (Crs M Dusting / L Sampson)

That;

Council accept the Leave of Absence from Cr M Pearce.

01.10/18 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 30 October 2018 Meeting.

COUNCILLOR	ITEM OR REPORT NUMBER	PECUNIARY OR NON-PECUNIARY INTEREST	NATURE OF INTEREST
Cr I Strutt	Report 3 – Development Approvals and Refusals (DA-50-2018)	Non Pecuniary	I am a member of the Parish Council – but do not need to leave the meeting unless there is discussion on this item DA-50-2018

7. CONFIRMATION OF MINUTES

Minutes to be confirmed or received and noted at the 30 October 2018 Meeting:

- Minutes of Ordinary Meeting held 25 September 2018 (to be confirmed)
- Minutes of Extraordinary meeting held 18 October 2018 (to be confirmed)

AMENDMENTS

The Chair referred Councillors to the Minutes of the 25 September 2018 Ordinary Meeting 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 Ordinary Meeting held 25 September 2018.

02.10/18 CARRIED

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AMENDMENTS

The Chair referred Councillors to the Minutes of the 18 October 2018 Extraordinary Meeting and called for any amendments.

There were no amendments requested by Councillors.

MOTION (Crs R Crouch / I Strutt)

That;

Council adopt the Minutes, as a true and correct record of the Extraordinary Meeting held 18 October 2018.

03.10/18 CARRIED

8. ANNOUNCEMENTS

The Chair advised there were no announcements.

9. TABLING OF REPORTS & PETITIONS

The Chair advised there were no reports or petitions tabled.

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:

- *Queen Street Uralla Caravan Park – Management Contract*
- *General Manager End of Term Performance Review 1/07/17 to 30/06/18*
- *Industrial Land Subdivision – Sale Price of Lands*

PROCEDURAL MOTION (Crs K Ward / T Toomey)

To refer Agenda Items for hearing in Closed Session

The three items of business:

- *Confidential Report 1 - Queen Street Uralla Caravan Park – Management Contract*
- *Confidential Report 2 - General Manager End of Term Performance Review 1/07/17 to 30/06/18*
- *Confidential Report 3 - Industrial Land Subdivision – Sale Price of Lands*

be heard in closed session of Council, under Section 21 of the Meeting Agenda.

04.10/18 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:

- Late Report 1 – Drought Communities Program - Extension

PROCEDURAL MOTION (Crs K Ward / I Strutt)

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

That;

The late items of business be heard following Report 17 in the Meeting Agenda as;

- Late Report 1 – Drought Communities Program - Extension

05.10/18 CARRIED

12. PRESENTATIONS

Speaker 1:	Mark and Belinda Baker
Subject:	Dispute about Rates Associated with Subdivision

The Chair introduced the Speaker, Belinda Baker.

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The Speaker made a presentation to Council in relation to a dispute about rates associated with a subdivision.

The Chair invited questions from Councillors.

The Chair thanked the Speaker for her presentation to Council.

Speaker 2:	Killian Wentrup and Tim Kirk, UPC Renewables David Richards, EMM Consulting
Subject:	New England Solar Farm

The Chair introduced the Speakers, Killian Wentrup and Tim Kirk of UPC Renewables and David Richards of EMM Consulting.

The Speakers made a presentation to Council in relation to the New England Solar Farm.

The Chair invited questions from Councillors.

The Chair thanked the Speakers for their presentation to Council.

13. DEPUTATIONS

There were no deputations registered for the 30 October 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:	30 October 2018	
DATE	COMMITTEE/MEETING/EVENT	LOCATION
25/09/2018	Ordinary Council Meeting	Uralla
25/09/2018	Solar Farm Community Meeting	Invergowrie
09/10/2018	Councillors Strategic Planning Workshop	Uralla
16/10/2018	Weeds County Council Meeting	Armidale
20/10/2018	Local Government NSW Conference	Albury
21/10/2018	Local Government NSW Conference	Albury
22/10/2018	Local Government NSW Conference	Albury

COUNCILLOR NAME:	Robert Crouch	
COUNCIL MEETING DATE:	30 October 2018	
DATE	COMMITTEE/MEETING/EVENT	LOCATION
25/09/2018	Solar Farm Community Meeting	Invergowrie
28/09/2018	Commonwealth Drought Response Coordinator	Armidale
29/09/2018	Kentucky Public School 150 Year Anniversary	Kentucky
09/10/2018	Councillors Strategic Planning Workshop	Uralla
16/10/2018	Audit, Risk and Improvement Committee	Uralla
18/10/2018	Extraordinary Council Meeting	Uralla
27/10/2018	Thunderbolt Festival	Uralla
30/10/2018	Ordinary Council Meeting	Uralla

COUNCILLOR NAME:	Levi Sampson	
COUNCIL MEETING DATE:	30 October 2018	
DATE	COMMITTEE/MEETING/EVENT	LOCATION
25/09/2018	Solar Farm Community Meeting	Invergowrie
09/10/2018	Councillors Strategic Planning Workshop	Uralla
09/10/2018	Uralla Township and Environs Committee Meeting	Uralla

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18/10/2018	Extraordinary Council Meeting	Uralla
27/10/2018	Thunderbolt Festival	Uralla
30/10/2018	Ordinary Council Meeting	Uralla

COUNCILLOR NAME:		Natasha Ledger
COUNCIL MEETING DATE:		30 October 2018
DATE	COMMITTEE/MEETING/EVENT	LOCATION
25/09/2018	Solar Farm Community Meeting	Invergowrie
29/09/2018	Kentucky Public School 150 Year Anniversary	Kentucky
09/10/2018	Councillors Strategic Planning Workshop	Uralla
18/10/2018	Extraordinary Council Meeting	Uralla
18/10/2018	Armidale Conservation for Farmers	
18/10/2018	UPC Drop-in Sessions at Uralla Bowling Club	Uralla
27/10/2018	Thunderbolt Festival	Uralla
30/10/2018	Ordinary Council Meeting	Uralla

COUNCILLOR NAME:		Tara Toomey
COUNCIL MEETING DATE:		30 October 2018
DATE	COMMITTEE/MEETING/EVENT	LOCATION
16/10/2018	Audit, Risk and Improvement Committee	Uralla
18/10/2018	Extraordinary Council Meeting	Uralla
30/10/2018	Ordinary Council Meeting	Uralla

COUNCILLOR NAME:		Robert Bell
COUNCIL MEETING DATE:		30 October 2018
DATE	COMMITTEE/MEETING/EVENT	LOCATION
09/10/2018	Councillors Strategic Planning Workshop	Uralla
18/10/2018	Extraordinary Council Meeting	Uralla
18/10/2018	UPC Drop-in Sessions at Uralla Bowling Club	Uralla
27/10/2018	Thunderbolt Festival	Uralla
30/10/2018	Ordinary Council Meeting	Uralla

COUNCILLOR NAME:		Kevin Ward
COUNCIL MEETING DATE:		30 October 2018
DATE	COMMITTEE/MEETING/EVENT	LOCATION
09/10/2018	Councillors Strategic Planning Workshop	Uralla
18/10/2018	Extraordinary Council Meeting	Uralla
30/10/2018	Ordinary Council Meeting	Uralla

COUNCILLOR NAME:		Isabel Strutt
COUNCIL MEETING DATE:		30 October 2018
DATE	COMMITTEE/MEETING/EVENT	LOCATION
25/09/2018	Community Meeting for Proposed Solar Farm at Saumarez	Invergowrie
28/09/2018	Police Remembrance Day Service	Tenterfield
29/09/2018	Kentucky Public School 150 Year Anniversary	Kentucky
09/10/2018	Councillors Strategic Planning Workshop	Uralla
09/10/2018	Uralla Township and Environs Committee Meeting	Uralla
16/10/2018	Audit, Risk and Improvement Committee	Uralla
18/10/2018	Extraordinary Council Meeting	Uralla
18/10/2018	UPC Drop-in Sessions at Uralla Bowling Club	Uralla
26/10/2018	Thunderbolt Anniversary Dinner	Uralla

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27/10/2018	Thunderbolt Festival	Uralla
30/10/2018	Ordinary Council Meeting	Uralla

COUNCILLOR NAME:		Michael Pearce
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DATE	COMMITTEE/MEETING/EVENT	LOCATION
26/9/18	Mayor's Office - Admin	Uralla
27/9/18	Mayor's Office - Admin	Uralla
2/10/18	Mayor's Office - Admin	Uralla
3/10/18	2AD interview New England Joint Organisation Workshop	Uralla Inverell
4/10/18	Mayor's Office - Admin	Uralla
8/10/18	Mayor's Office - Admin	Uralla
9/10/18	Councillor Strategic Planning Workshop	Uralla
10/10/18	Mayor's Office - Admin	Uralla
11/10/18	Mayor's Office - Admin	Uralla
15/10/18	Mayor's Office - Admin	Uralla
16/10/18	Mayor's Office - Admin	Uralla
17/10/18	2AD interview Mayor's Office - Admin	Uralla
18/10/18	Mayor's Office - Admin Extraordinary Council Meeting	Uralla
21/10/18	LGNSW – Local Government NSW Annual Conference	Albury
22/10/18	LGNSW – Local Government NSW Annual Conference	Albury
23/10/18	LGNSW – Local Government NSW Annual Conference	Albury
24/10/18	Mayor's Office - Admin	Uralla
25/10/18	Mayor's Office - Admin	Uralla
26/10/18	UNE Graduation Thunderbolt Anniversary Dinner	Armidale Uralla
29/10/18	Mayor's Office - Admin	Uralla
30/10/18	October Council meeting	Uralla

Cr L Sampson left the meeting at 1:39pm.

Cr L Sampson returned to the meeting at 1:41pm.

14. WRITTEN REPORTS FROM DELEGATES (Reports to Council)

Submitted by: Cr R Bell
Reference/Subject: Written Delegate Report 1 – Mid North Weight of Loads

MOTION (Crs R Bell / M Dusting)

That;

The report be noted.

06.10/18 CARRIED

15. MAYORAL MINUTE

There was no Mayoral Minute to the 30 October Meeting.

16. REPORTS TO COUNCIL (Scheduled Reports)

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

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OFFICER'S RECOMMENDATION:

That;

Council note the cash position as at 30 September, 2018 consisting of all cash and overnight funds of \$1,995,630, term deposits of \$13,550,000 totalling \$15,545,630 of readily convertible funds.

MOTION (Crs I Strutt / M Dusting)

That;

Council note the cash position as at 30 September, 2018 consisting of all cash and overnight funds of \$1,995,630, term deposits of \$13,550,000 totalling \$15,545,630 of readily convertible funds.

07.10/18 CARRIED

Department: Community and Governance
Submitted by: Coordinator Governance and Risk
Reference/Subject: Report 2 – Tabling of Disclosure of Interest Returns

OFFICER'S RECOMMENDATION:

That;

Council note the tabling of the Disclosure of Interest Returns as required under Section 450A of the *Local Government Act 1993*.

MOTION (Crs K Ward / L Sampson)

That;

Council note the tabling of the Disclosure of Interest Returns as required under Section 450A of the *Local Government Act 1993*.

08.10/18 CARRIED

Department: Infrastructure & Regulation
Submitted by: Director of Infrastructure & Regulation
Reference/Subject: Report 3 – Development Approvals and Refusals for September 2018

OFFICER'S RECOMMENDATION:

That;

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

MOTION (Crs R Crouch/ M Dusting)

That;

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

09.10/18 CARRIED

Department: Community and Governance
Submitted by: Tourism Promotions and Operations Officer
Reference/Subject: Report 4 – Monthly Report - Visitor Information Centre and Library

OFFICER'S RECOMMENDATION:

That;

The report be received and noted.

MOTION (Crs I Strutt / L Sampson)

That;

The report be received and noted.

10.10/18 CARRIED

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Department: Community and Governance
Submitted by: Coordinator Governance and Risk
Reference/Subject: Report 5 – 2018/19 Operational Plan – Progress Report at 30 September 2018

OFFICER'S RECOMMENDATION:

That;
Council receive and note the 2018-19 Operational Plan Progress Report at 30 September 2018.

MOTION (Crs T Toomey / I Strutt)

That;
Council receive and note the 2018-19 Operational Plan Progress Report at 30 September 2018.

11.10/18 CARRIED

Department: Infrastructure & Regulation
Submitted by: Director Infrastructure & Regulation
Reference/Subject: Report 6 – Works Progress Report as at 30 September 2018

OFFICER'S RECOMMENDATION:

That;
The report be received and noted for the works completed or progressed during September 2018, and works programmed for October 2018.

MOTION (Crs T Toomey / L Sampson)

That;
The report be received and noted for the works completed or progressed during September 2018, and works programmed for October 2018.

12.10/18 CARRIED

Department: Infrastructure & Regulation
Submitted by: Director of Infrastructure & Regulation
Reference/Subject: Report 7 – Planning Proposal 8 - Amendment of Land Classification. New exhibition period and public hearing.

OFFICER'S RECOMMENDATION:

That;
Council note the report.

MOTION (Crs I Strutt / K Ward)

That;
Council note the report.

13.10/18 CARRIED

Department: Infrastructure & Regulation
Submitted by: Manager Waste, Water and Sewer Services
Reference/Subject: Report 8 – Draft Licence Variation EPL 1626 Uralla Sewer October 2018

OFFICER'S RECOMMENDATION:

That Council;
1. Accept the conditions of the Pollution Studies and Reduction Program as proposed on the draft Environmental Protection Licence (EPL 1626) for the Uralla sewer treatment plant and reticulation network, and

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2. Note that a budget variation of up to \$40,000 will be required at the time of incurring the expenditure for the consultancy.

MOTION (Crs R Bell / R Crouch)

That Council;

1. Accept the conditions of the Pollution Studies and Reduction Program as proposed on the draft Environmental Protection Licence (EPL 1626) for the Uralla sewer treatment plant and reticulation network, and
2. Note that a budget variation of up to \$40,000 will be required at the time of incurring the expenditure for the consultancy as required by the EPA under Clause 8(U1)U1.1.

14.10/18 CARRIED

Department: General Manager's Office
Submitted by: Senior Executive Officer
Reference/Subject: Report 9 – Minutes of Bundarra School of the Arts Hall s355 Committee

OFFICER'S RECOMMENDATION:

That Council;

1. Note the 19 July 2018 and 5 September 2018 Minutes of the Bundarra School of Arts Hall s355 Committee.
2. Consider changing the fee for Small Regular Usage hall hire from \$14 per session to \$10 per session.

MOTION (Crs R Crouch/ T Toomey)

That Council;

1. Note the 19 July 2018 and 5 September 2018 Minutes of the Bundarra School of Arts Hall s355 Committee.
2. Amend the 2018-19 Fees and Charges so that the fee for the Bundarra School of Arts Hall Small Regular Usage hall hire fee is reduced from \$14 per session to \$10 per session;
3. Publicly notify the proposed change in fees for a period of 28 days and authorise the General Manager to change the fee should there be no negative submissions received.

15.10/18 CARRIED

Department: Infrastructure and Regulation
Submitted by: Environmental Management Coordinator
Reference/Subject: Report 10 – Draft Minutes of the New England Weeds Authority Ordinary Meetings 16 October 2018.

OFFICER'S RECOMMENDATION:

That;

The report be received and noted.

MOTION (Crs M Dusting / N Ledger)

That;

1. The report be received and noted.
2. That the reappointment of Cr M Dusting as Chairperson of the New England Weeds Authority be noted.

16.10/18 CARRIED

Department: Infrastructure & Regulation
Submitted by: Director Infrastructure & Regulation
Reference/Subject: Report 11 – Heritage Advisory Services Summary for October 2018

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OFFICER'S RECOMMENDATION:

That;
The Heritage Advisory Services Summary for October 2018 be received and noted by Council.

MOTION (Crs T Toomey / R Crouch)

That;
The Heritage Advisory Services Summary for October 2018 be received and noted by Council.

17.10/18 CARRIED

Department: Community & Governance
Submitted by: Risk Management and Safety Officer
Reference/Subject: Report 12 – Report of the Audit, Risk and Improvement Committee Meeting held 16 October 2018

OFFICER'S RECOMMENDATION:

That;
Council note the minutes of the Audit, Risk and Improvement Committee Meeting held on 16 October 2018 [Attachment A].

MOTION (Crs R Crouch / N Ledger)

That;
Council note the minutes of the Audit, Risk and Improvement Committee Meeting held on 16 October 2018 [Attachment A].

18.10/18 CARRIED

Department: General Manager's Office
Submitted by: Andrew Hopkins
Reference/Subject: Report 13 – Modification to Budget Review and Finance Committee Resolution

OFFICER'S RECOMMENDATION:

That Council;
Modify resolution X4.10/18 by removing "2(e) Meet monthly or more frequently if determined by the Committee" and replacing it with "2(e) Meet once every two months or more frequently if determined by the Committee".

PROCEDURAL MOTION (Crs K Ward / T Toomey)

To move to Committee of the Whole

19.10/18 CARRIED

Councillors held a detailed discussion in committee regarding Report 13 – Modification to Budget Review and Finance Committee Resolution.

PROCEDURAL MOTION (Crs R Crouch / T Toomey)

To resume Standing Orders

20.10/18 CARRIED

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

MOTION (Crs R Crouch / N Ledger)

That Council;
Modify resolution X4.10/18 by removing "2(e) Meet monthly or more frequently if determined by the Committee" and replacing it with "2(e) Meet monthly or as required by the Committee".

21.10/18 CARRIED

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PROCEDURAL MOTION (Crs N Ledger / M Dusting)
Meeting Adjournment 3:00pm

22.10/18 CARRIED

The Chair welcomed back the Councillors and the meeting resumed at 3:12pm.

16. REPORTS TO COUNCIL (continued)

Department: Infrastructure & Regulation
Submitted by: Director Infrastructure & Regulation
Reference/Subject: Report 14 – Queen Street Uralla Caravan Park – Crown Land Licence

OFFICER'S RECOMMENDATION:

That Council;
Authorise the General Manager to enter into the Licence Agreement RN 473282 for the purposes of continuing operations of the caravan park at an initial annual rental amount of \$4,142.00 excluding GST.

MOTION (Crs R Bell / K Ward)

That Council;
Authorise the General Manager to enter into the Licence Agreement RN 473282 for the purposes of continuing operations of the caravan park at an initial annual rental amount of \$4,142.00 excluding GST.

23.10/18 CARRIED

Department: Infrastructure & Regulation
Submitted by: Manager Waste, Water and Sewer Services
Reference/Subject: Report 15 – Bundarra Sewer Scheme Quarterly Report July - September 2018

OFFICER'S RECOMMENDATION:

That;
The July – September 2018 Bundarra Sewer Scheme progress report be received and noted by Council.

PROCEDURAL MOTION (Crs R Bell / M Dusting)
To move to Committee of the Whole

24.10/18 CARRIED

Councillors held a detailed discussion in committee regarding Report 15 – Bundarra Sewer Scheme Quarterly Report July - September 2018.

PROCEDURAL MOTION (Crs R Bell / M Dusting)
To resume Standing Orders

25.10/18 CARRIED

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

MOTION (Crs R Bell / M Dusting)

That Council;

1. Receive and note the July – September 2018 Bundarra Sewer Scheme progress report; and
2. Acknowledge staff are committed to reviewing the current estimated costs, scope, and the timeframe of the delivery of the project.

26.10/18 CARRIED

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Department: Infrastructure & Regulation
Submitted by: Director Infrastructure & Regulation
Reference/Subject: Report 16 – High Pedestrian Activity Area Concept Plan for Bridge Street

OFFICER'S RECOMMENDATION:

That;
Council ratify the recommendations of the Traffic Committee as contained in this Report.

PROCEDURAL MOTION (Crs K Ward / T Toomey)
To move to Committee of the Whole

27.10/18 CARRIED

Councillors held a detailed discussion in committee regarding Report 16 – High Pedestrian Activity Area Concept Plan for Bridge Street.

PROCEDURAL MOTION (Crs L Sampson / I Strutt)
To resume Standing Orders

28.10/18 CARRIED

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

MOTION (Crs I Strutt / R Crouch)

That;
Council ratify the recommendations of the Traffic Committee as contained in this Report.

29.10/18 CARRIED

Cr T Toomey requested that her vote against the motion be recorded.

Department: Infrastructure and Regulation
Submitted by: Manager Waste, Water and Sewer Services
Reference/Subject: Report 17 – Request for funding increase, filter repairs Uralla Water Treatment Plant

OFFICER'S RECOMMENDATION:

That Council;

1. Approve the works involving repairs to lateral pipework underneath both filters and the addition of backwash controls to improve the backwash process and extend the longevity of the lateral underdrains, and
2. Note that a variation of \$250,000 will be required at the time of incurring the expenditure for the works relating to the repair and renewal of the filters at the Uralla Water Treatment Plant.

MOTION (Crs R Bell / I Strutt)

That;

1. Approve the works involving repairs to lateral pipework underneath both filters and the addition of backwash controls to improve the backwash process and extend the longevity of the lateral underdrains at the Uralla Water Treatment Plant, and
2. Vote an additional \$250,000 for the works required by 1 from the Water Fund Reserve.

30.10/18 CARRIED

16. LATE REPORTS TO COUNCIL

Department: Infrastructure & Regulation
Submitted by: Director Infrastructure and Regulation
Reference/Subject: Late Report 1 – Drought Communities Program - Extension

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OFFICER'S RECOMMENDATION:

That Council;

- 1) Participate in the Drought Communities Program with the following list of projects in priority order, noting that the funding is unlikely to extend to all projects: (insert project list in order of project priority).
- 2) Authorise a committee comprising of the Mayor, the Deputy Mayor and the General Manager to determine the amount of funding to be attributed to each project.
- 3) Secure the necessary human resources to:
 - a) Scope the necessary works and pricing to support the funding application(s);
 - b) Prepare the funding application(s);
 - c) If successful, procure and coordinate the contractors and materials necessary to deliver the works; and
 - d) Liaise with the stakeholders of the facilities and/or activities to which the funding will be directed.
- 4) Wherever possible utilise resources, businesses and suppliers from within the Uralla Shire Council area for works and/or activities delivered in accordance with the program.

PROCEDURAL MOTION (Crs I Strutt / K Ward)

To move to Committee of the Whole

31.10/18 CARRIED

Councillors held a detailed discussion in committee regarding Late Report 1 – Drought Communities Program – Extension.

Cr R Bell left the meeting at 4:15pm.

Cr R Bell returned to the meeting at 4:17pm.

Cr L Sampson left the meeting at 4:31pm.

Cr L Sampson returned to the meeting at 4:32pm.

Cr R Crouch left the meeting at 4:34pm.

Cr R Crouch returned to the meeting at 4:36pm.

PROCEDURAL MOTION (Crs K Ward / M Dusting)

To resume Standing Orders

32.10/18 CARRIED

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

MOTION (Crs I Strutt / R Bell)

That Council;

- 1) Participate in the Drought Communities Program with the following list of projects in priority order, noting that the funding is unlikely to extend to all projects:
 - a) Uralla Memorial Hall – upgrades/repairs
 - b) Grace Munro Centre, Bundarra – upgrades/repairs
 - c) The Showgrounds Lands Management Committee projects
 - d) Bundarra Hall – upgrades/repairs
 - e) Kentucky Hall – upgrades/repairs
 - f) Composite project including eg Bird Hide repairs at Dangars Lagoon, shed and concrete pad for Friends of McMaugh Gardens, repainting of the logo frames on the 4 Uralla town entrances.
 - g) Control of roadside weeds and vermin
 - h) Uralla Preschool – upgrades/repairs
 - i) Series of community events

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- 2) Authorise a committee comprising of the Mayor, the Deputy Mayor and the General Manager to determine the amount of funding to be attributed to each project.
- 3) Secure the necessary human resources to:
 - a) Scope the necessary works and pricing to support the funding application(s);
 - b) Prepare the funding application(s);
 - c) If successful, procure and coordinate the contractors and materials necessary to deliver the works; and
 - d) Liaise with the stakeholders of the facilities and/or activities to which the funding will be directed.
- 4) Wherever possible utilise resources, businesses and suppliers from within the Uralla Shire Council area for works and/or activities delivered in accordance with the program.

33.10/18 CARRIED

17. MOTIONS ON NOTICE

Submitted by: Cr Isabel Strutt
Reference/Subject: Notice of Motion 1 – “Renew Our Libraries Campaign”

NOTICE of MOTION

That Council;

Continue to support the campaign to have the New South Wales State Government commit to providing an adequate level of permanent, indexed funding for public libraries in New South Wales and register the Council’s support for the “Renew Our Libraries” campaign.

MOTION (Crs I Strutt/M Dusting)

That Council;

Continue to support the campaign to have the New South Wales State Government commit to providing an adequate level of permanent, indexed funding for public libraries in New South Wales and register the Council’s support for the “Renew Our Libraries” campaign.

34.10/18 CARRIED

Submitted by: Cr Tara Toomey
Reference/Subject: Notice of Motion 2 – Uralla VIC

NOTICE of MOTION

That Council;

1. Resolve to progress the works identified by the plans for internal construction (Option 1), garden and tower by placing them on public display for a period of 28 days;
2. Note that these works have been quoted at \$273,529, plus an additional \$33,059 being for Detail design development and approval (\$3,287), Development/Construction Certificate Application Consent and Certification (\$18,886), Tender process and construction contract administration (\$7,386) and QS pre-tender construction cost estimates (\$3,500);
3. Consider the feedback from the public display period before commencing any works;
4. Note that the VIC Restricted Fund contains \$283,775.48;
5. Vote an additional \$22,812.52 from the General Fund to provide the shortfall;
6. Not support any additional staffing until analysis has been undertaken and a business case presented to Council;
7. Thank the members of the business community who have offered support to Council in developing a cost effective point of sale system for use in the refurbished VIC.

Cr N Ledger left the meeting at 4:47pm.

Cr N Ledger returned to the meeting at 4:49pm.

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MOTION (Crs T Toomey / R Bell)

That Council;

1. Resolve to place the works identified by the plans for internal construction (Option 1), garden and tower on public display for a period of 28 days including on Council's website and social media accounts;
2. Note that these works have been estimated at \$273,529, plus an additional \$33,059 being for Detail design development and approval (\$3,287), Development/Construction Certificate Application Consent and Certification (\$18,886), Tender process and construction contract administration (\$7,386) and QS pre-tender construction cost estimates (\$3,500);
3. Consider the feedback from the public display period before commencing any works;
4. Note that the VIC Restricted Fund contains \$283,775.48;
5. Not support any additional staffing until analysis has been undertaken and a business case presented to Council;
6. Thank the members of the business community who have offered support to Council in developing a cost effective point of sale system for use in the refurbished VIC.

35.10/18 CARRIED

Cr I Strutt requested that her vote against the motion be recorded.

Submitted by: Cr Robert Bell

Reference/Subject: Notice of Motion 3 – Council Procurement Procedures

NOTICE of MOTION

That Council;

1. Refer the email from Brown and Krippner dated October 4 2018 to the Audit, Risk and Improvement Committee for advice on whether procurement procedures have been breached, and whether any adjustment to Council's Procurement Procedures is required to ensure Council is receiving best value in purchasing and selling goods and providing services.
2. Advertise on Council's website and social media pages, in local print media and by public notice in the Uralla Shire Council Chambers, all service requests, tenders, quotations and proposed sale of goods that would otherwise utilise "Tenderlink" and/or "VendorPanel."

PROCEDURAL MOTION (Crs I Strutt / M Dusting)

To move to Committee of the Whole

36.10/18 CARRIED

Councillors held a detailed discussion in committee regarding Notice of Motion 3 – Council Procurement Procedures.

PROCEDURAL MOTION (Crs T Toomey / L Sampson)

To resume Standing Orders

37.10/18 CARRIED

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

MOTION (Crs R Bell / K Ward)

That Council;

1. Refer the email from Brown and Krippner dated October 4 2018 to the Audit, Risk and Improvement Committee for advice on whether procurement procedures have been breached, and whether any adjustment to Council's Procurement Procedures is required to ensure Council is receiving best value in purchasing and selling goods and providing services.
2. Advertise on Council's website and social media pages, in local print media and by public notice in the Uralla Shire Council Chambers, all service requests, tenders, quotations and proposed sale of goods that would also utilise "Tenderlink" and/or "VendorPanel" and refer the policy to the Audit, Risk and Improvement Committee for future determination.

38.10/18 CARRIED

Cr I Strutt and Cr N Ledger requested that their votes against the motion be recorded.

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18. SCHEDULE OF COUNCIL RESOLUTIONS

Schedule of Action Items as at: 30 October 2018

Councillors undertook a review of the Schedule of Action Items.

19. RESPONSES TO QUESTIONS FROM PREVIOUS MEETING

Questions from 25 September 2018 Ordinary Meeting of Council

Cr M Dusting

1. The dam at the industrial land site – is it part of the industrial land development, and if so is it going to be filled in or will it become the responsibility of any future land owners?

The dam site forms part of the industrial land site and will be filled as part of the site grading works.

2. Residents have been asking why some of the new gutters around town are being replaced with non-laid back gutters when all the latest developments in other areas use laid-back gutters (rounded gutters), so that people can drive over them?

Roll kerb and gutter is being used for new works. When maintenance works are carried out it is usually like for like repair work as was done in two sections of Bridge Street and in Duke Street.

Cr T Toomey

1. Can a detailed breakdown and explanation of what caused the almost \$300,000 overrun on the Bundarra - Barloo Road project be provided please, and the projects that are delayed by this over run?

Yes. A report is under preparation into over and under runs on roads and bridges construction projects and the impacts on other projects.

2. What are the actual (final) 17/18 figures for Financial Control salaries, contractors and audit, and HR Salaries and consultants, and Engineering Operations salaries and wages?

Financial Control salaries - \$374,193

Financial Control contractors - \$59,210

Financial Control audit - \$52,876

HR Salaries - \$172,387

HR consultants - \$Nil

Engineering Operations salaries and wages - \$601,885

3. Do we plan to inspect mobile food vans in the current financial year, do we enforce that mobile food businesses notify USC of their business and food activity details as required by the NSW Food Authority?

Mobile food vans will be inspected as part of the annual food inspection schedule should they be operating on the days when Council's contract environmental health and building surveyor is working. No enforcement regarding notification of mobile food businesses has been undertaken in the past 12 months.

MOTION (Crs M Dusting / L Sampson)

That the responses to the questions from the 25 September 2018 be noted.

39.10/18 CARRIED

20. QUESTIONS FOR NEXT MEETING

Questions for 27 November 2018 Ordinary Meeting of Council

There were no questions raised for the 27 November 2018 Ordinary Meeting of Council.

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21. CONFIDENTIAL BUSINESS

PROCEDURAL MOTION (Crs I Strutt / 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 30 October 2018 meeting are received by Council under Section 10A (2)(a), (c), (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:

- (a) personnel matters concerning particular individuals (other than councillors),**
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business,**
- (d) commercial information of a confidential nature that would, if disclosed:**
 - (i) prejudice the commercial position of the person who supplied it, or**

40.10/18 CARRIED

REPORTS TO CLOSED SESSION

Department: Infrastructure & Regulation
Submitted by: Director Infrastructure & Regulation
Reference/Subject: Confidential Report 1 – Queen Street Uralla Caravan Park – Management Contract

OFFICER'S RECOMMENDATION:

That Council;

Accept the submission for the two (2) year management contract from the preferred candidate subject to a satisfactory police check.

MOTION (Crs I Strutt / R Crouch)

That Council;

Accept the submission for the two (2) year management contract from the preferred candidate subject to a satisfactory police check.

41.10/18 CARRIED

Department: General Manager's Office
Submitted by: General Manager
Reference/Subject: Confidential Report 2 – General Manager End of Term Performance Review 1/07/17 to 30/06/18

OFFICER'S RECOMMENDATION:

That Council;

Acknowledge the General Manager received an average result of 'Exceeds Expectations' for his 2017-2018 annual performance review conducted on Tuesday 25th September 2018.

MOTION (Crs R Bell / R Crouch)

That Council;

Acknowledge the General Manager received an on-average result of 'Exceeds Expectations' for his 2017-2018 annual performance review conducted on Tuesday 25th September 2018.

42.10/18 CARRIED

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Department: Infrastructure & Regulation
Submitted by: Director of Infrastructure & Regulation
Reference/Subject: Confidential Report 3 – Industrial Land Subdivision – Sale Price of Lands

OFFICER'S RECOMMENDATION:

That;
Council resolve to assign the minimum land sale prices for Stage 1 as per the valuation report.

PROCEDURAL MOTION (Crs K Ward / M Dusting)

To move to Committee of the Whole

43.10/18 CARRIED

Councillors held a detailed discussion in committee regarding Confidential Report 3 – Industrial Land Subdivision – Sale Price of Lands.

PROCEDURAL MOTION (Crs I Strutt / M Dusting)

To resume Standing Orders

44.10/18 CARRIED

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

MOTION (Crs R Bell / K Ward)

That;
Council resolve to assign the minimum land sale prices for Stage 1 as per the valuation report.

45.10/18 CARRIED

MOVE TO OPEN SESSION

PROCEDURAL MOTION (Crs M Dusting / L Sampson)

To return to Open Session of Council

That;
Council move back to Open Session and that the Resolutions of the Closed Session become the Resolutions in Open Session.

46.10/18 CARRIED

CLOSURE OF MEETING

The meeting was closed at: 5:49pm

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