

# **ORDINARY MEETING OF COUNCIL**

Held at 12:30pm 23 July 2019

## **ROLL CALL**

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

## Staff:

Mr D Aber, Acting General Manager Mr T Seymour, Director Infrastructure & Development Mr S Paul, Chief Financial Officer Minute Clerk S 

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#### 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, Acting General Manager (Mr David Aber), Director Infrastructure and Development (Mr T Seymour), Chief Financial Officer (Mr S Paul), Minute Clerk (L Mascord).

#### 1. OPENING & WELCOME

The Chair declared the meeting opened at 12:38 pm.

#### 2. PRAYER

The Chair recited the Uralla Shire Council prayer.

#### 3. ACKNOWLEDGEMENT TO COUNTRY

The Uralla Shire Council recognises the traditional custodians of the land on which this meeting is being held and acknowledge Aboriginal Elders past and present and we pay respect to them and their heritage.

#### 4. APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS

The Chair advised receipt of an apology from Cr T O'Connor.

#### **MOTION (Crs | Strutt / M Dusting)**

That;

Council accept the apology from Cr O'Connor for the Ordinary Meeting held 23 July 2019 and leave of absence be granted.

#### 01.07/19 CARRIED

#### 5. DISCLOSURES & DECLARATION OF INTERESTS

The Chair advised there were no disclosures or declarations made.

#### 6. CONFIRMATION OF MINUTES

Minutes to be confirmed at the 23 July 2019 Meeting:

Minutes of Ordinary Meeting held 25 June 2019.

#### AMENDMENTS

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

There were no amendments requested by Councillors.

#### MOTION (Crs | Strutt / M Dusting)

That;

Council adopt the Minutes, as a true and correct record of the Ordinary Meeting held 25 June 2019.

#### 02.07/19 CARRIED

Minutes to be received and noted at the 23 July 2019 Meeting:

- Budget Review and Finance Committee Meeting held 9 July 2019
- Bundarra s355 Committee June 2019

## MOTION (Crs R Crouch / N Ledger)

#### That;

Council receive and note the

- Minutes of the Budget Review and Finance Committee Meeting held 9 July 2019
- Bundarra s355 Committee June 2019

### 03.07/19 CARRIED

#### 7. 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:
- Report 12 Regulatory Statistics Ending 30 June 2019

PROCEDURAL MOTION (Crs R Crouch / R Bell) To hear Late Items of Business as additions to the Meeting Agenda. That;

The late items of business be heard following Report 11 in the Meeting Agenda as;

Report 12 Regulatory Statistics Ending 30 June 2019

#### 04.07/19 CARRIED

### 8. WRITTEN REPORTS FROM DELEGATES (Activity Summaries)

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

COUNCILLOR N	IAME:	Mark Dusting	
COUNCIL MEET	TING DATE:	23 July 2019	
DATE		COMMITTEE/MEETING/EVENT	LOCATION
25/06/2019	Ordinary Co	uncil Meeting	Uralla
9/07/2019	Councillor S	trategic Planning Workshop	Uralla
9/07/2019	Budget Revi	ew and Finance Committee Meeting	Uralla

COUNCILLOR I	NAME:	Bob Crouch	
COUNCIL MEE	TING DATE:	23 July 2019	
DATE		COMMITTEE/MEETING/EVENT	LOCATION
9/07/2019	Councillor S	trategic Planning Workshop	Uralla
15/07/2019	Walcha Ene	rgy Presentation	Walcha
23/07/2019	LGNSW Pres	ident, Linda Scott, and Chief Executive Officer,	Uralla
	Tara McCart	hy, visit	
23/07/2019	Ordinary Co	uncil Meeting	Uralla

COUNCILLOR	NAME:	Levi Sampson	
COUNCIL MEE	TING DATE:	23 July 2019	
DATE		COMMITTEE/MEETING/EVENT	LOCATION
9/07/2019	Budget Revi	ew and Finance Committee Meeting	Uralla
9/07/2019	Councillor S	trategic Planning Workshop	Uralla
9/07/2019	Uralla Town	ship and Environs Committee Meeting	Uralla
23/07/2019	Ordinary Co	uncil Meeting	Uralla

COUNCILLOR	NAME:	Natasha Ledger		
COUNCIL MEE	TING DATE:	23 July 2019		
DATE		COMMITTEE/MEETING/EVENT	LOCATION	
2/07/2019	Tamworth C	ouncillor Training	Uralla	
9/07/2019	NAIDOC Par	NAIDOC Parade Week Uralla		
9/07/2019	Councillor Strategic Planning Workshop Uralla		Uralla	
9/07/2019	Budget Review and Finance Committee Meeting Uralla		Uralla	
9/07/2019	Uralla Town	ship and Environs Committee Meeting	Uralla	
23/07/2019	LGNSW Pres	ident, Linda Scott, and Chief Executive Officer,	Uralla	
	Tara McCarthy, visit			
23/07/2019	Stronger Co	Stronger Country Communities Round 3 Uralla		
23/07/2019	Ordinary Council Meeting Uralla		Uralla	

COUNCILLOR	NAME:	Tara Toomey	
COUNCIL MEE	TING DATE:	23 July 2019	
DATE		COMMITTEE/MEETING/EVENT	LOCATION
27/06/2019	UPC Drop in	Session	Uralla
9/07/2019	Councillor S	trategic Planning Workshop	Uralla
9/07/2019	NAIDOC par	ade	Uralla
9/07/2019	Budget Revi	ew and Finance Committee Meeting	Uralla
15/07/2019	Walcha Ene	rgy meeting	Walcha
23/07/2019	LGNSW Pres	ident, Linda Scott, and Chief Executive Officer,	Uralla
	Tara McCart	hy, visit	
23/07/2019	Workshop		Uralla
23/07/2019	Ordinary Co	Ordinary Council Meeting Uralla	

COUNCILLOR I	NAME:	Rob Bell	
COUNCIL MEE	TING DATE:	23 July 2019	
DATE		COMMITTEE/MEETING/EVENT	LOCATION
2/07/2019	Planning Sho	ort Course	Tamworth
9/07/2019	Councillor Strategic Planning Workshop Uralla		Uralla
9/07/2019	Budget Review and Finance Committee Meeting Uralla		Uralla
23/07/2019	Ordinary Co	uncil Meeting	Uralla
23/07/2019	LGNSW Pres	ident, Linda Scott, and Chief Executive Officer,	Uralla
	Tara McCart	hy, visit	
23/07/2019	Stronger Co	mmunities Round 3 Workshop	Uralla

COUNCILLOR N	NAME:	Tom O'Connor	
COUNCIL MEE	TING DATE:	23 July 2019	
DATE		COMMITTEE/MEETING/EVENT	LOCATION
2/07/2019	Councillor T	raining Local Strategic Planning Workshop	Tamworth
9/07/2019	NAIDOC We	ek Flag Raising at Council Offices and Function	Uralla
	at Library		
9/07/2019	Budget Revi	ew and Finance Committee	Chambers
9/07/2019	Councillor St	trategic Planning Workshop	Chambers

COUNCILLOR	NAME:	Isabel Strutt	
COUNCIL MEE	TING DATE:	23 July 2019	
DATE		COMMITTEE/MEETING/EVENT	LOCATION
2/07/2019	Local Strate	gic Planning Short course for Councillors	Uralla
9/07/2019	NAIDOC We	ek Flag Raising Ceremony and Celebrations	Uralla
9/07/2019	Budget Revi	Budget Review and Finance Committee Meeting	
9/07/2019	Councillor S	trategic Planning Workshop	Uralla
9/07/2019	Uralla Town	ship and Environs Committee Meeting	Uralla
23/07/2019	LGNSW Pres	ident, Linda Scott, and Chief Executive Officer,	Uralla
	Tara McCart	hy, visit	
23/07/2019	Councillor W	/orkshop - Stronger Country communities	Uralla
	funding - Ro	und 3	
23/07/2019	Ordinary Co	uncil Meeting	Uralla

COUNCILLOR	NAME:	Michael Pearce	
COUNCIL MEE	TING DATE:	23 July 2019	
DATE		COMMITTEE/MEETING/EVENT	LOCATION
26/6/2019	Mayor's Offi	ce- Admin.	Uralla
	2AD intervie	W	
27/6/2019	Mayor's Offi	ce - Admin	Uralla
1/7/2019	Mayor's Offi	ce - Admin	Uralla
2/7/2019	Mayor's Offi	ce - Admin	Uralla
3/7/2019	Mayor's Offi	ce - Admin	Uralla
4/7/2019	Mayor's Offi	ce - Admin	Uralla
6/7/2019	Uralla Lions	Club Changeover Dinner	Uralla
8/7/2019	Mayor's Offi	ce - Admin	Uralla
9/7/2019	NAIDOC wee	k activities	Uralla
9/7/2019	Budget, Review and Finance Committee Meeting Uralla		Uralla
9/7/2019	Councillor Strategic Planning Workshop Uralla		Uralla
10/7/2019	Mayor's Office – Admin Uralla		Uralla
10/7/2019	2AD intervie	w	
10/7/2019	Meet and gr	eet with Alison McGaffin, DPC	Tamworth
	Meeting wi	th NEJO Executive Officer and Namoi JO	
	Executive Of	ficer and Chair	
11/7/2019	Mayor's Offi	ce - Admin	Uralla
15/7/2019	Mayor's Offi	ce - Admin	Uralla.
16/7/2019	Mayor's Offi	ce - Admin	Uralla
17/7/2019	Mayor's Offi	ce - Admin	Uralla
18/7/2019	Mayor's Offi	ce - Admin	Uralla
22/7/2019	Mayor's Offi	ce - Admin	Uralla
22/7/2019	Meeting wit CEO	h NEJO Executive Office and Armidale Regional	Armidale
23/7/2019	Mayor's Offi	ce - Admin	Uralla
23/7/2019		uncil Meeting	Uralla

## 9. MAYORAL MINUTE

Submitted by: Reference/Subject: Mayor, Cr M Pearce National General Assembly of Local Government, Canberra 16-19 June 2019

MAYOR'S RECOMMENDATION: That;

Council receive and note the Mayoral minutes.

### MOTION (Crs I Strutt / M Dusting)

That;

Council receive and note the Mayoral minutes.

05.07/19

## 11. REPORTS TO COUNCIL (Scheduled Reports)

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

### OFFICER'S RECOMMENDATION:

That;

- 1. Council note the cash position as at 30 June, 2019 consisting of cash and overnight funds of \$1,632,035, term deposits of \$14,900,000 totalling \$16,532,035 of readily convertible funds.
- 2. Council note the loan position as at 30 June, 2019 totalling \$2,426,609.

## **MOTION (Crs Ledger / Strutt )**

That;

- 1. Council note the cash position as at 30 June, 2019 consisting of cash and overnight funds of \$1,632,035, term deposits of \$14,900,000 totalling \$16,532,035 of readily convertible funds.
- 2. Council note the loan position as at 30 June, 2019 totalling \$2,426,609.

## 06.07/19 CARRIED

Department:	Corporate Services
Submitted by:	Acting Coordinator Governance and Risk
Reference/Subject:	Report 2 - Draft Complaints Management Policy 2019 and Complaints
	Management (CRM) Reporting

OFFICER'S RECOMMENDATION:

That;

- 1. Receive and note this report and submissions received at Attachment A during public exhibition of the Draft Complaints Management Policy 2019
- 2. Adopt the Draft Complaints Management Policy 2019 at Attachment B as exhibited.
- Allocate funding of \$27,900 from reserves (via QBRS) to achieve system requirements for Complaints Management (CRM) reporting in accordance with the council resolution (Res No. 18.05/19) of 28 May 2019 as detailed by the Pacesetter proposal at Attachment C.

## PROCEDURAL MOTION (Crs T Toomey / R Crouch) To move to Committee of the Whole

#### 07.07/19 CARRIED

Cr M Dusting left the meeting at 1:37pm.

Councillors held a detailed discussion in committee regarding the report.

## FORESHADOWED MOTION (Cr R Bell / R Crouch)

That Council;

- 1. Receive a report at the next meeting outlining the comments of Acting General Manager regarding the role of Councillors and those areas of the Model of complaint handling not covered in this report.
- 2. Receive additional information on the requirements of the complaints handling process and the additional information for the CRM module.
- 3. That this information include more detail in the costings.

## PROCEDURAL MOTION (Crs T Toomey / R Crouch) To resume Standing Orders

#### 08.07/19 CARRIED

*Cr M Dusting returned to the meeting at 1:43pm.* 

The Chair outlined details of the discussion held in committee.

## **MOTION (Crs | Strutt / N Ledger)**

#### That Council;

- 1. Receive and note this report and submissions received at Attachment A during public exhibition of the Draft Complaints Management Policy 2019
- 2. Adopt the Draft Complaints Management Policy 2019 at Attachment B as exhibited
- Allocate funding of \$27,900 from reserves (via QBRS) to achieve system requirements for Complaints Management (CRM) reporting in accordance with the council resolution (Res No. 18.05/19) of 28 May 2019 as detailed by the Pacesetter proposal at Attachment C.
- 4. The role of the Councillor be included in the policy introduction as per Section 232 of the Local Government Act 1993.

#### Following debate, the MOTION was PUT and LOST

The Chair declared the motion as lost.

#### The FORSHADOWED MOTION then became the MOTION

#### **MOTION (Crs R Bell / R Crouch)**

That Council;

- 1. Receive a report at the next meeting outlining the comments of Acting General Manager regarding the role of Councillors and those areas of the Model of complaint handling not covered in this report.
- 2. Receive additional information on the requirements of the complaints handling process and the additional information for the CRM module.
- 3. That this information include more detail in the costings.

#### 09.07/19 CARRIED

Crs I Strutt, N Ledger and L Sampson requested that their votes against the motion be recorded.

*Meeting Adjourned 1:58pm. Meeting Reconvened 2:11pm.* 

Department:	Corporate Services
Submitted by:	Acting Coordinator Governance and Risk
Reference/Subject:	Report 3 - 2018/19 Operational Plan Performance Report – Fourth Quarter
	Progress Report

OFFICER'S RECOMMENDATION: That; Council receive and note the 2018/19 Operational Plan Fourth Quarter Progress report.

## PROCEDURAL MOTION (Crs M Dusting / I Strutt) To move to Committee of the Whole

10.07/19 CARRIED

Councillors held a detailed discussion in committee regarding the report.

 

 To resume Standing Orders

 11.07/19
 CARRIED The Chair outlined details of the discussion held in committee.

 MOTION (Crs M Dusting / I Strutt) That; Council receive and note the 2018/19 Operational Plan Fourth Quarter Progress report.

 12.07/19
 CARRIED

Department:	Corporate Services
Submitted by:	Acting Coordinator Governance and Risk
Reference/Subject:	Report 4 - Draft - Gifts and Benefits Policy 2019

OFFICER'S RECOMMENDATION:

That Council;

- 1. Exhibit the Draft Gifts and Benefits Policy 2019 at Attachment A for 28 days.
- 2. Subject to no submissions being received, adopt the Draft Gifts and Benefits Policy 2019 at Attachment A.

PROCEDURAL MOTION (Crs T Toomey / R Bell) To move to Committee of the Whole

## 13.07/19 CARRIED

Councillors held a detailed discussion in committee regarding the report.

PROCEDURAL MOTION (Crs R Bell / T Toomey) To resume Standing Orders

#### 14.07/19 CARRIED

The Chair outlined details of the discussion held in committee.

## **MOTION (Crs | Strutt / N Ledger)**

That Council;

- 1. Exhibit the Draft Gifts and Benefits Policy 2019 at Attachment A for 28 days; and
- 2. Subject to no submissions being received, adopt the Draft Gifts and Benefits Policy 2019 at Attachment A.

## 15.07/19 CARRIED

Department:	Corporate Services
Submitted by:	Coordinator Community Development & Engagement
Reference/Subject:	Report 5 - Monthly Report - Library

OFFICER'S RECOMMENDATION: That the report be received and noted.

PROCEDURAL MOTION (Crs T Toomey / R Crouch) To move to Committee of the Whole

#### 16.07/19 CARRIED

*Councillors held a detailed discussion in committee regarding the report.* 

		(Crs T Toomey / R Crouch)
17.07/19	To resume Standing Oro CARRIED	ders
17.07715		
	MOTION (Crs T Toomey That;	y / R Crouch)
	The report be received a	and noted.
18.07/19	CARRIED	
	Department:	Corporate Services
	Submitted by: Reference/Subject:	Tourism Promotions and Operations Officer Report 6 - Monthly Report - Visitor Information Centre
	OFFICER'S RECOMMEN	DATION:
	That; The report be received a	and noted.
	MOTION (Crs T Toomey That;	y / N Ledger)
19.07/19	The report be received a <b>CARRIED</b>	and noted.
	Department:	Infrastructure & Development
	Submitted by: Reference/Subject:	Director of Infrastructure & Development Report 7 - Development Approvals and Refusals for June 2019
	OFFICER'S RECOMMEN That;	DATION:
	,	e the development approvals and refusals for June 2019.
	MOTION (Crs R Bell / I	Strutt)
	That; Council receive and note	e the development approvals and refusals for June 2019.
20.07/19	CARRIED	
	Department:	Infrastructure & Development
	Submitted by: Reference/Subject:	Director of Infrastructure & Development Report 8 - Food Premises Annual Inspection Program 2018-201
	OFFICER'S RECOMMEN	DATION:
	That; Council receive and note	e the Annual Food Inspection Program results for 2018/2019.
		(Crs R Bell / M Dusting)
21.07/19	To move to Committee CARRIED	of the whole
	Councillors held a detail	ed discussion in committee regarding the report.
	PROCEDURAL MOTION To resume Standing Ord	
22.07/19	CARRIED	

The Chair outlined details of the discussion held in committee.

### MOTION (Crs R Bell / M Dusting) That;

Council receive and note the Annual Food Inspection Program results for 2018/2019.

#### 23.07/19 CARRIED

Department:	Infrastructure & Development
Submitted by:	Director Infrastructure & Development
Reference/Subject:	Report 9 - Heritage Advisory Services Summary for July 2019

OFFICER'S RECOMMENDATION: That; The Heritage Advisory Services Summary for July 2019 be received and noted by Council.

#### **MOTION (Crs N Ledger / R Crouch)** That;

The Heritage Advisory Services Summary for July 2019 be received and noted by Council.

#### 24.07/19 CARRIED

Department:	Budget Review and Finance
Submitted by:	Manager Waste, Water and Sewer Services
Reference/Subject:	Report 10 - Variation to budget for Waste Management Consultancy

OFFICER'S RECOMMENDATION:

That Council:-

Maintain the scope of works as modified and approved by Council in February 2019 and approve a budget variation of up to \$33,000 for the Waste Management Consultancy;

#### Or

De-scope the project to only fund Uralla Landfill, Bundarra Landfill, the Kerbside waste collection services and the green waste sections of the Waste Management Consultancy brief within the original budget of \$40,000.

## PROCEDURAL MOTION (Crs N Ledger / T Toomey) To move to Committee of the Whole

### 25.07/19 CARRIED

Councillors held a detailed discussion in committee regarding the report.

## PROCEDURAL MOTION (Crs M Dusting / T Toomey) To resume Standing Orders

26.07/19 CARRIED

The Chair outlined details of the discussion held in committee.

#### **MOTION (Crs | Strutt / R Bell)**

That Council;

De-scope the project to only fund Uralla Landfill, Bundarra Landfill, the Kerbside waste collection services and the green waste sections of the Waste Management Consultancy brief within the original budget of \$40,000.

#### 27.07/19 CARRIED

Department:General Manager's OfficeSubmitted by:Senior Executive OfficerReference/Subject:Report 11 - Schedule of Actions as at 23 July 2019

OFFICER'S RECOMMENDATION: That; Council receive and note the Schedule of Actions as at 23 July 2019.

#### MOTION (Crs M Dusting / R Bell)

Council receive and note the Schedule of Actions as at 23 July 2019.

#### 28.07/19 CARRIED

That;

Department:	Infrastructure & Development
Submitted by:	Director – Infrastructure & Development
Reference/Subject:	Report 12 - Regulatory Statistics Ending 30 June 2019

OFFICER'S RECOMMENDATION: That; That Council receive and note the Regulatory Function Statistics for the year ending 30 June 2019

#### **MOTION (Crs R Crouch / I Strutt)**

That;

That Council receive and note the Regulatory Function Statistics for the year ending 30 June 2019.

29.07/19 CARRIED

#### 12. MOTIONS ON NOTICE / QUESTIONS WITH NOTICE

Submitted by:	Cr R Crouch							
Reference/Subject:	Modification	of	Uralla	Development	Control	Plan	to	Accommodate
	Renewable Electricity Generation.							

#### NOTICE of MOTION

That Council modify the Uralla Development Control Plan to include sections on Wind and Solar powered electricity generating establishments similar to Sections 6.3 and 6.5 of Mid-western Regional Council's Regional Development Control Plan, Amendment 4.

#### **Amendment to Notice of Motion**

That Council, in conjunction with the development of the Local Strategic Planning Statement undertake a review of the Uralla Development Control Plan to include sections on Wind and Solar powered electricity generating establishments similar to Sections 6.3 and 6.5 of Mid-western Regional Council's Regional Development Control Plan, Amendment 4.

#### FORESHADOWED MOTION (Cr I Strutt / )

That Council undertake a review of the Uralla Development Control Plan to include sections on wind and solar powered generating establishments which may be proposed to be located within the Shire.

PROCEDURAL MOTION (Crs I Strutt / T Toomey) To move to Committee of the Whole

30.07/19 CARRIED

*Councillors held a detailed discussion in committee regarding the report.* 

PROCEDURAL MOTION (Crs T Toomey / R Crouch) To resume Standing Orders

## 31.07/19 CARRIED

The Chair outlined details of the discussion held in committee.

Cr R Bell left the meeting at 3:27pm.

*Cr R Bell returned to the meeting at 3:29pm.* 

#### **MOTION (Crs R Crouch / I Strutt)**

That Council, in conjunction with the development of the Local Strategic Planning Statement, undertake a review of the Uralla Development Control Plan to include sections on wind and solar powered generating developments which may be proposed to be located within the Shire.

#### 32.07/19 CARRIED

### **CLOSURE OF MEETING**

The meeting was closed at:

3:31pm

COUNCIL MINUTES CONFIRMED BY:			
<b>RESOLUTION NUMBER:</b>			
DATE:			
MAYOR:			