



ORDINARY MEETING OF COUNCIL

Held at 12:30pm
25 August 2020

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:

Ms K Jessep, General Manager
Mr T Seymour, Director Infrastructure & Development
Ms S Glasson, Executive Manager Corporate Services
Mr S Paul, Chief Financial Officer,
Mr M Clarkson, Manager Planning & Development,
Ms Bethany White, Coordinator Communications & Engagement
Ms W Westbrook, Minute Clerk

MINUTES

**Minutes of the Uralla Shire Council at an Ordinary Meeting
held at 12:30pm on 25 August 2020**

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CONFIRMED

ATTENDANCE

Present were the Chairperson Cr M Pearce (Mayor), Cr R Crouch (Deputy Mayor), and Councillors, R Bell, M Dusting, N Ledger, T O'Connor, L Sampson, I Strutt, T Toomey, General Manager (Mrs K Jessep), Chief Financial Officer (Mr S Paul), Director Infrastructure and Development (Mr T Seymour), Executive Manager Corporate Services (Ms S Glasson), Manager Planning and Development (Mr M Clarkson), Coordinator of Communications & Engagement (Bethany White) and Minute Clerk (Ms W Westbrook).

1. OPENING & WELCOME

The Chair declared the meeting opened at 12.31pm.

2. PRAYER

The Chair recited the Uralla Shire Council Prayer: Almighty God we humbly ask you to grant your blessing upon this Council. Direct and prosper our deliberations to the advancement of your glory, and the true welfare of the people of our Shire and Australia. Amen!

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. WEBCAST INFORMATION

This meeting is being audio recorded with the recording made available on Council's website after the meeting.

5. APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS

The Chair advised there were no apologies

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

MOTION

Moved: Cr Strutt/ Seconded: Cr R Crouch

That Council accept the Leave of Absence from Cr M Dusting 26 August – 14 September 2020.

01.08/20

CARRIED

6. DISCLOSURES & DECLARATION OF INTERESTS

The Chair received the following declarations of pecuniary and non-pecuniary Conflict of Interest Declarations in relation to the 25 August 2020 Meeting.

| COUNCILLOR | ITEM OR REPORT NUMBER | PECUNIARY OR NON-PECUNIARY INTEREST | NATURE OF INTEREST |
|------------|-------------------------|-------------------------------------|---|
| T O'Connor | Item 13 – Report 1 | NON-PECUNIARY INTEREST | As an officer and member of the Z-Net executive |
| R Crouch | Item 13 – Report 1 | NON-PECUNIARY INTEREST | As an officer and member of the Z-Net executive |
| T Toomey | Item 14 – Report NOM #1 | PECUNIARY INTEREST | Operator of home business |

7. CONFIRMATION OF MINUTES

Minutes to be confirmed at the 25 August 2020 Council Meeting:

- *Minutes of Ordinary Meeting held 25 July 2020 (to be confirmed)*

Note: Minutes of Budget Review & Finance Committee Meeting removed and to be resubmitted when confirmed by committee.

MOTION

Moved: Cr I Strutt/ Seconded: Cr T O'Connor

That Council adopt the Minutes of the Ordinary Meeting held 25 July 2020 as a true and correct record.

02.08/20 **CARRIED**

8. URGENT, SUPPLEMENTARY & LATE ITEMS OF BUSINESS

The Chair referred Councillors to the late item of business listed in the published Meeting Agenda.

Report 1 - Draft Uralla Local Strategic Planning Statement 2020

PROCEDURAL MOTION

Moved: Cr T O'Connor/ Seconded: Cr R Crouch

That the late item of business Draft Uralla Local Strategic Planning Statement 2020 be heard following Item 13 Report 11 in the Meeting Agenda.

03.08/20 **CARRIED**

9. 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: | | 25 August 2020 |
| DATE | COMMITTEE/MEETING/EVENT | LOCATION |
| 11 August 2020 | Budget Review and Finance Committee | Chambers |
| 11 August 2020 | Councillors Strategic Planning Workshop - Bundara Sewer Project -Z-NET Plus –“Let’s Talk Water” | Chambers |
| 17 August 2020 | NEWA Admin | Armidale |
| 18 August 2020 | NEWA Admin | Armidale |
| 18 August 2020 | Councillors Strategic Planning Workshop Roads upgrading Prioritisation Tool | Chambers |
| | - Project for Future Grant Funding -Low Pressure Sewer System | |
| 25 August 2020 | NEWA Weed County Council Meeting | Uralla |
| 25 August 2020 | Council meeting | Chambers |

| COUNCILLOR NAME: | | Robert Crouch |
|-----------------------|--|----------------|
| COUNCIL MEETING DATE: | | 25 August 2020 |
| DATE | COMMITTEE/MEETING/EVENT | LOCATION |
| 11 August 2020 | Budget Review and Finance Committee | Chambers |
| 11 August 2020 | Councillors Strategic Planning Workshop - Bundara Sewer Project -Z-NET Plus –“Let’s Talk Water” | Chambers |
| 12 August 2020 | Bundarra Hall Committee | Bundarra |
| 18 August 2020 | Councillors Strategic Planning Workshop Roads upgrading Prioritisation Tool - Project for Future Grant Funding -Low Pressure Sewer System | Chambers |
| 25 August 2020 | Council meeting | Chambers |

| COUNCILLOR NAME: | | Levi Sampson |
|-----------------------|--|----------------|
| COUNCIL MEETING DATE: | | 25 August 2020 |
| DATE | COMMITTEE/MEETING/EVENT | LOCATION |
| 11 August 2020 | Budget Review and Finance Committee | Chambers |
| 11 August 2020 | Councillors Strategic Planning Workshop - Bundara Sewer Project -Z-NET Plus –“Let’s Talk Water” | Chambers |
| 18 August 2020 | Councillors Strategic Planning Workshop Roads upgrading Prioritisation Tool - Project for Future Grant Funding -Low Pressure Sewer System | Chambers |
| 25 August 2020 | Council meeting | Chambers |

| | | |
|------------------------------|--|-----------------|
| COUNCILLOR NAME: | Natasha Ledger | |
| COUNCIL MEETING DATE: | 25 August 2020 | |
| DATE | COMMITTEE/MEETING/EVENT | LOCATION |
| 11 August 2020 | Councillors Strategic Planning Workshop - Bundara Sewer Project -Z-NET Plus –“Let’s Talk Water” | Chambers |
| 12 August 2020 | Bundarra Hall Committee | Bundarra |
| 18 August 2020 | Councillors Strategic Planning Workshop Roads upgrading Prioritisation Tool - Project for Future Grant Funding -Low Pressure Sewer System | Chambers |
| 25 August 2020 | Council meeting | Chambers |

| | | |
|------------------------------|---|-----------------|
| COUNCILLOR NAME: | Tara Toomey | |
| COUNCIL MEETING DATE: | 25 August 2020 | |
| DATE | COMMITTEE/MEETING/EVENT | LOCATION |
| 11 August 2020 | Budget Review and Finance Committee | Chambers |
| 11 August 2020 | Councillors Strategic Planning Workshop - Bundara Sewer Project -Z-NET Plus –“Let’s Talk Water” | Chambers |
| 25 August 2020 | Council meeting | Chambers |
| 1 July to 25 August 2020 | Claimed Councillor’s expenses | \$Nil |

| | | |
|------------------------------|--------------------------------|-----------------|
| COUNCILLOR NAME: | Robert Bell | |
| COUNCIL MEETING DATE: | 25 August 2020 | |
| DATE | COMMITTEE/MEETING/EVENT | LOCATION |
| 25 August 2020 | Council meeting | Chambers |

| | | |
|------------------------------|--|-----------------|
| COUNCILLOR NAME: | Tom O’Connor | |
| COUNCIL MEETING DATE: | 25 August 2020 | |
| DATE | COMMITTEE/MEETING/EVENT | LOCATION |
| 11 August 2020 | Budget Review and Finance Committee | Chambers |
| 11 August 2020 | Councillors Strategic Planning Workshop - Bundara Sewer Project -Z-NET Plus –“Let’s Talk Water” | Chambers |
| 18 August 2020 | Councillors Strategic Planning Workshop Roads upgrading Prioritisation Tool - Project for Future Grant Funding -Low Pressure Sewer System | Chambers |
| 25 August 2020 | Council meeting | Chambers |
| 1 July to 25 August 2020 | Claimed Councillor’s expenses | \$Nil |

| | | |
|------------------------------|--|-----------------|
| COUNCILLOR NAME: | Isabel Strutt | |
| COUNCIL MEETING DATE: | 25 August 2020 | |
| DATE | COMMITTEE/MEETING/EVENT | LOCATION |
| 11 August 2020 | Budget Review and Finance Committee meeting | Uralla |
| 11 August 2020 | Councillors Strategic Planning Workshop - Bundara Sewer Project -Z-NET Plus –“Let’s Talk Water” | Chambers |
| 18 August 2020 | Councillors Strategic Planning Workshop Roads upgrading Prioritisation Tool - Project for Future Grant Funding -Low Pressure Sewer System | Uralla |
| 25 August 2020 | Ordinary Meeting of Council | Uralla |

| | | |
|------------------------------|--|-----------------|
| COUNCILLOR NAME: | Michael Pearce | |
| COUNCIL MEETING DATE: | 25 August 2020 | |
| DATE | COMMITTEE/MEETING/EVENT | LOCATION |
| 29 July 2020 | Mayor’s Office – Admin | Uralla |
| 30 July 2020 | Mayor’s Office - Admin | Uralla |
| 3 August 2020 | Mayor’s Office - Admin | Uralla |
| 4 August 2020 | Mayor’s Office - Admin | Uralla |
| 5 August 2020 | Mayor’s Office – Admin. 2AD interview | Uralla |
| 6 August 2020 | Mayor’s Office – Admin | Uralla |
| 12 August 2020 | Mayor’s Office – Admin | Uralla |
| 13 August 2020 | Mayor’s Office – Admin | Uralla |
| 15 August 2020 | Mayor’s Office – Admin. Victory in the Pacific, VP day Service, Alma Park Memorial gates. | Uralla |
| 17 August 2020 | Mayor’s Office - Admin | Uralla |
| 18 August 2020 | Mayor’s Office - Admin | Uralla |
| 19 August 2020 | Mayor’s Office – Admin. 2AD interview | Uralla |
| 20 August 2020 | Mayor’s Office - Admin | Uralla |
| 22 August 2020 | Rural Fire Service – Official Medal Presentation and Opening, Kentucky (Harnham) RFS Brigade Station | Uralla |
| 24 August 2020 | Mayor’s Office – Admin | Uralla |
| 25 August 2020 | Mayor’s Office – Admin. August Council meeting. | Uralla |

The Mayor thanked Councillors for tabling their Delegate Report.

The Mayor tabled correspondence, referring to copies on each Councillors’ table, as follows:

- *Bick and Steel letter dated 24 August 2020*
- *Norton Rose Fulbright letter dated 24 August 2020*
- *National Trust letter dated 19 June 2020*

10. ITEMS PASSED IN BULK

The Mayor sought input from Councillors and determined that no items would be passed in bulk.

11. MAYORAL MINUTE

There was no Mayoral Minute to the 25 August Meeting.

PUBLIC FORUM:

Speaker 1: Ms Sandra Eady – Z-NET Plus “Let’s Talk About Water” Project – Request for Council in-kind support

The Speaker made a presentation to Council for agenda item 13 report 1: Z-NET Plus “Let’s Talk About Water” Project

Speaker 2: Veronica Porter - DIVISION DECISION – DA-85-2019 - Additions and alterations to supermarket, new car park, demolition of existing structures – 100 Bridge Street, Uralla

The Speaker made a presentation to Council against agenda item 13 report 2: DA-18-2019 – FoodWorks Development.

Speaker 3: Michelle Wade/Ms Felicity Nivison - DIVISION DECISION – DA-85-2019 - Additions and alterations to supermarket, new car park, demolition of existing structures – 100 Bridge Street, Uralla

The Chair called a 5 minute adjournment at 1.05pm to read the hand out from Michelle Wade not tabled prior to meeting.

The Chair resumed the meeting at 1:12pm and the hand out was tabled and comprised a written account of the representation read by Ms Nivison on behalf of Ms Wade.

The Speaker made a presentation to Council against agenda item 13 report 2 DA-18-2019 – FoodWorks Development.

Speaker 4: Anne Mayo - - DIVISION DECISION – DA-85-2019 - Additions and alterations to supermarket, new car park, demolition of existing structures – 100 Bridge Street, Uralla

The Speaker made a presentation to Council against agenda item 13 report 2: DA-18-2019 – FoodWorks Development.

Speaker 5: James Sinclair- - DIVISION DECISION – DA-85-2019 - Additions and alterations to supermarket, new car park, demolition of existing structures – 100 Bridge Street, Uralla

The Chair was informed the Speaker, James Sinclair was not present to speak.

Speaker 6: Louis Van Ekert - - DIVISION DECISION – DA-85-2019 - Additions and alterations to supermarket, new car park, demolition of existing structures –

Speaker 7: Susan McPhee – Report 10 - Proposal to endorse the Friends of Munday Lane

The Speaker made a presentation to Council for agenda item 13 report 10: Proposal to endorse Friends of Munday Lane.

Speaker 8: Andrew Toomey - Notice of Motion - A policy to facilitate working and online businesses from home

Cr Toomey declared a pecuniary interest and left the room at 1:39pm.

The Speaker made a presentation to Council for item 14: Notice of Motion: a policy to facilitate working and online businesses from home.

The Chair closed the Public Forum at 1.55pm

12. REPORTS OF COMMITTEES

Report 1 - Budget Review & Finance Committee Report LTFP 2030

Cr Toomey returned to the meeting at 1.54pm

MOTION

Moved: Cr T O'Connor/ Seconded: Cr M Dusting

That Council:

1. Set a strategic objective for the General Fund to achieve a balanced operating result before capital grants by 2022/2023 including the full funding of depreciation, amortisation and impairment of intangible assets and infrastructure, property, plant, equipment, and to build reserves of \$4 million over the remaining seven years of the long term financial plan (LTFP); and
2. To inform the implementation of the strategic objective, Council:
 - a. consider shire continuity and financial sustainability including a review of financial performance measures;
 - b. review service standards and councils operating costs;
 - c. undertake community engagement on the above and financial strategies;
 - d. prepare and endorse policy/plans to inform the construction of the LTFP; and
 - e. undertake further community consultation on the LTFP.

04.08/20 CARRIED

Report 2 - Summary New England Weeds Authority Ordinary Meetings in June 2020

MOTION

Moved: Cr N Ledger/ Seconded: Cr M Dusting

That the Summary New England Weeds Authority Ordinary Meetings in June 2020 report be received and noted.

05.08/20 CARRIED

13. REPORTS TO COUNCIL (Scheduled Reports)

Report 1 – ZNET Plus “Let’s Talk About Water” Project- Request for Council in-kind support

Crs R Crouch and T O’Connor, having previously declared a conflict of interest, left the meeting at 2:01pm.

MOTION

Moved: Cr T Toomey/ Seconded: Cr N Ledger

That Council endorse support of the ZNET Plus project “Let’s Talk About Water” (2020) and, subject to both Council and ZNET Plus agreeing to only speak on behalf of their own areas of responsibility, provide in-kind resources as follows:

- i. General Manager to allocate reasonable staff resources to attend meetings and provide Council perspective
- ii. General Manager to allocate reasonable staff resources to provide Council technical review of publications to be used for consultation;
- iii. General Manager to allocate staff resources to attend public meetings where appropriate and purpose of attendance is defined;
- iv. Promotion of the project on Council’s relevant platforms;
- v. ZNET Plus invited to workshop community engagement material with Councillors in advance of community engagement sessions with copies of workshop material provided to the General Manager at least five days in advance of the workshop;
- vi. To provide access to the water infrastructure to the project team as far as it supports their work; and
- vii. Uralla Shire Council to extend invitation to host a workshop at the end of the project for other regional councils.

06.08/20 CARRIED

Cr M Dusting left the room 2:09pm

Crs R Crouch, T O’Connor and M Dusting returned at 2:10pm

The Chair adjourned the meeting for five minutes at 2:12pm.

The Chair resumed the meeting at 2:20pm.

Report 2 - DIVISION DECISION – DA-85-2019 - Additions and alterations to supermarket, new car park, demolition of existing structures – 100 Bridge Street, Uralla

PROCEDURAL MOTION

Moved: Cr T O'Connor/ Seconded: Cr M Dusing

To move to Committee of the Whole

07.08/20 CARRIED

Cr T Toomey left meeting 3:03pm

Cr T Toomey returned to meeting 3:04pm

Councillors held a detailed discussion in committee regarding the report.

PROCEDURAL MOTION

Moved: Cr M Dusing/ Seconded: Cr R Crouch

To resume Standing Orders

08.08/20 CARRIED

The Chair outlined details of the discussion held in committee.

MOTION

Moved: Cr R Bell/ Seconded: Cr I Strutt

That Council approve the Development Application 85/2019 for additions and alterations to supermarket, new car park, demolition of existing structures at 100 Bridge Street, Uralla (Lot 2 DP 1127831) subject to the conditions of consent as presented in Business Paper 25 August 2020 subject to “concurrence of local traffic committee” being added to conditions 32, 34 & 35.

PROCEDURAL MOTION

Moved: Cr T O'Connor/ Seconded: Cr T Toomey

To move to the Committee of the Whole.

09.08/20 CARRIED

Councillors held further discussion in committee regarding the report

PROCEDURAL MOTION

Moved: Cr I Strutt/ Seconded Cr R Bell

To resume Standing Orders.

10.08/20 CARRIED

The Chair restated the motion on the table and called for a division decision.

DIVISION DECISION

MOTION

Moved: Cr R Bell/ Seconded: Cr I Strutt

That Council approve the Development Application 85/2019 for additions and alterations to supermarket, new car park, demolition of existing structures at 100 Bridge Street, Uralla (Lot 2 DP 1127831) subject to the conditions of consent as presented in Business Paper 25 August 2020 subject to "concurrence of local traffic committee" being added to conditions 32, 34 & 35.

PRESCRIBED CONDITIONS (under Environmental Planning and Assessment Regulation 2000)

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

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

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

1. The work must be carried out in accordance with the requirements of the *National Construction Code*.
2. For a temporary structure that is used as an entertainment venue, the temporary structure must comply with Part B1 and NSW H102 of Volume One of the *National Construction Code*.

(b) **Erection of signs**

(c) **Please Note:** This does not apply in relation to:

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

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

Shoring and adequacy of adjoining property

Please Note: This does not apply if the person having the benefit of the complying development certificate owns the adjoining land or the owner of the adjoining land has given consent in writing to that condition not applying.

-
5. If the development involves an excavation that extends below the level of the base of the footings of a building on adjoining land, the person having the benefit of the certificate must at the person's own expense:

- (a) protect and support the adjoining premises from possible damage from the excavation, and
(b) where necessary, underpin the adjoining premises to prevent any such damage.

GENERAL CONDITIONS

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

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

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

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

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

** denotes a critical stage inspection (a mandatory inspection under Section 109C of the EP&A Act 1979). Please note that an Occupation Certificate cannot be issued for a *development where a critical stage or other nominated inspection has not been carried out.

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

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

Reason: To ensure compliance with appropriate standards.

9. A Construction Certificate must be obtained from a Certifying Authority before work commences.

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

10. Occupancy of the building is not to take place until the Principal Certifying Authority (PCA) has carried out a final inspection and an Occupation Certificate issued.

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

11. Roof water is to be disposed in a manner that does not cause a nuisance for neighbouring properties, by one of the following methods:
 - (a) By piping to the street gutter.
 - (b) By piping to a rainwater tank and then via the overflow to the street gutter.

Reason: To alleviate any potential stormwater problems with respect to the buildings on the allotment or adjoining allotments.
12. The approved hours of operation for this development are Monday to Sunday, 5:00am to 10:00pm.

Reason: To protect and preserve the amenity of the locality.
13. A minimum of 34 car parks must be maintained for the development.

Reason: To ensure that car park spaces are maintained at the level proposed in the application, and at a level appropriate for the nature and scale of the development.
14. The off street car parking area is to be sealed and car parking bays clearly line-marked to comply with AS2890.1-2004 (Parking Facilities – Part 1: Off-street car parking).

Reason: To ensure off street parking is maintained in an appropriate manner.
15. Parking facilities, including four (4) disabled car parks, are to comply with Part D3.5 of Building Code of Australia and the requirements of Australian Standard 2890.1 – Parking Facilities – Off-street Car Parking and Australian Standard 2890.6 – Off Street Parking for People with Disabilities.

Reason: To enable use of the car space by people with disabilities and to ensure compliance with the requirements of the Building Code of Australia.
16. All works are to be compliant with the Armidale Engineering Design Codes in force at the time of construction.

Reason: To ensure an appropriate standard of civil construction.
17. All boundary gates must not swing over Council property or public roads.

Reason: Gates which swing over public land may interfere with pedestrian and vehicle traffic.
18. No increase or interference with the amenity of the area is to be created by reason of any process or operation on the premises causing the emission of noise, dust, smoke or any other pollution discharge.

Reason: To prevent pollution from detrimentally affecting the public or environment.
19. All external lightning is to be positioned and directed so as to prevent the intrusion of light to the adjoining premises.

Reason: To prevent the intrusion of light onto adjoining premises.
20. A designated wash bay is to be established for the cleaning, washing or degreasing of rubbish disposal bins. The bay shall be provided with a hose cock, sealed surface and interceptor or silt collection pit appropriate for the operations. The bay shall also be located at least five (5) metres from the property boundary.

Reason: To minimise the potential for odours associated with bins to have an adverse impact on neighbouring properties.

21. Any rainwater tank must be installed so that it is:
- (a) Not interconnected in any way with Council's water supply without a backflow prevention device.
 - (b) If it is connected with Council's water supply, then it must have a backflow prevention device that is compliant with AS 3500 National Plumbing and Drainage Code - Compendium
 - (c) The overflow is to be connected to the stormwater system.

Reason: To prevent structural damage to buildings and protect public health.

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

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

Reason: Statutory requirement.

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

Reason: Statutory requirement.

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

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

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

Reason: Statutory requirement.

25. For all construction work required on Council land (e.g. storm water, footpaths, kerb and gutter etc.) the applicant is to submit an Application to Conduct Work on Land to Which Council is the Regulatory Authority. The application must be approved prior to the issue of a Construction Certificate.

Reason: To ensure pedestrian and vehicular safety during construction.

26. No advertising signage is permitted as part of the development.

Reason: To ensure compliance with Chapter 8 of the Uralla Development Control Plan.

Note: an advertisement relates to a product or service produced or delivered by another party.

27. A left turn only sign is to be erected at the Salisbury Street car park egress.

Reason: To minimise conflict between vehicles entering and exiting the car park.

28. Bollards must be constructed around the north-west corner of the boundary line adjoining the Stable Building and the car park in this area is to be reinforced.

Reason: To protect the Stables Building from damage from vehicle movements.

CONDITIONS TO BE COMPLETED PRIOR TO ISSUE OF CONSTRUCTION CERTIFICATE

29. A drainage management plan is to be submitted and approved by the Director of Infrastructure and Development or nominee.
Reason: To ensure that the development does not cause negative stormwater impacts on surrounding properties or Council's stormwater system.
30. Detailed plans for all works within the road reserve are to be submitted and approved by the Director of Infrastructure and Development or nominee.
Reason: To ensure that the development proceeds in the manner proposed by the applicant and that civil works are of an appropriate standard.
31. Plans of car park fencing are to be submitted and approved by the Director of Infrastructure and Development or nominee. These plans must demonstrate facilitation of access over existing rights of carriageway for neighbouring properties.
Reason: To ensure that the development does not impede access over existing rights of carriageway registered on the property title.
32. A Pedestrian Management Plan, Traffic Control Plan and a Traffic Management Plan are to be submitted and approved by the Director of Infrastructure and Development or nominee.
Reason: To ensure appropriate measures are in place for pedestrian safety and safe movement of traffic during construction and ongoing operation.
33. A Stormwater Management Plan showing sub-surface drainage of the supermarket and car park is to be submitted and approved by the Director of Infrastructure and Development or nominee.
Reason: To ensure appropriate measures are in place for stormwater management.
34. The plan T196700 from Kelley Covey dated 29 January is not approved. A revised plan showing the pedestrian refuge located further to the east is to be submitted and approved by the Director of Infrastructure and Development or nominee.
Reason: To ensure appropriate measures are in place for pedestrian safety.
35. A dedicated pedestrian access is to be provided between the supermarket car park and the Council car park to the north east of the site. A formal pedestrian pathway is also required between the Council car park and the entrance to the supermarket on Salisbury Street A revised plan showing the access and pathway is to be submitted and approved by the Director of Infrastructure and Development or nominee.
Reason: To ensure appropriate measures are in place for pedestrian safety.
36. A precondition report of the Stable Building must be provided to Council. The report is to be at the expense of the developer.
Reason: To ensure any impacts from the development on the Stables Building are quantifiable.

CONDITIONS TO BE COMPLETED PRIOR TO CONSTRUCTION COMMENCING

37. 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

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

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

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

39. 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 6.00 PM

Sunday & public holidays 8.30 AM to 5.00 PM.

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

40. 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.

41. The builder shall provide a temporary sanitary service to the building site before building operations are commenced.

Reason: To provide effective sanitation of the site during building construction.

42. All construction materials, sheds, skip bins, spoil, temporary water closets etc. shall be kept wholly within the property and not placed on public land or in a position that may result in materials/debris being washed onto the roadway or into the stormwater drainage system.

Reason: To preserve the amenity of the locality and protect stormwater systems.

43. Temporary kerb and gutter crossings shall be installed to protect existing kerbs, channels and/or laybacks. Such protection shall consist of timber, concrete, steel or the like and shall not cause any diversion or build-up of drainage flow. Materials that could cause interference with council's drainage system shall not be used.

Reason: To ensure that Council's stormwater system is protected.

44. 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.

45. Where the proposed building works necessitate the cutting-in of new stormwater outlets into the existing street kerb, the Applicant and plumbing/drainage contractor shall ensure that the following procedures are adopted.
- (a) A kerb adaptor suitable for the particular kerb profile and capable of withstanding vehicular loadings is to be utilised,
 - (b) Create the opening in the kerb by use of either a saw cut or bored hole only – breaking out the kerb by impact methods is not permitted,
 - (c) The kerb adaptor is to be kept flush with the top and outside face of the kerb, and
 - (d) The fixing of the kerb adaptor and filling in of side gaps is to be undertaken by the use of an epoxy resin – mortar or concrete is not to be used.

Reason: Requirement of Council as the Road Authority.

46. 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) stockpile topsoil, excavated material, construction and landscaping supplies and debris within the site.

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

47. All demolition work to be undertaken in accordance with Australian Standard 2601 – The Demolition of Structures.

Reason: To ensure that demolition work is undertaken in a manner that is safe and minimises environmental disturbance.

48. Development involving bonded asbestos material and friable asbestos material:
- (a) work involving bonded asbestos removal work (of an area of more than 10 square metres) or friable asbestos removal work must be undertaken by a person who carries on a business of such removal work in accordance with a licence under clause 458 of the Work Health and Safety Regulation 2011,
 - (b) the person having the benefit of the development consent must provide the principal certifying authority with a copy of a signed contract with such a person before any development pursuant to the consent commences,
 - (c) any such contract must indicate whether any bonded asbestos material or friable asbestos material will be removed, and if so, must specify the landfill site (that may lawfully receive asbestos) to which the bonded asbestos material or friable asbestos material is to be delivered,
 - (d) if the contract indicates that bonded asbestos material or friable asbestos material will be removed to a specified landfill site, the person having the benefit of the development consent must give the principal certifying authority a copy of a receipt from the operator of the landfill site stating that all the asbestos material referred to in the contract has been received by the operator.

Reason: To ensure that demolition work is undertaken in a manner that is safe and minimises environmental disturbance.

CONDITIONS TO BE COMPLETED PRIOR TO ISSUE OF OCCUPATION CERTIFICATE

49. Any damage caused to kerb, guttering crossovers and/or footpaths during building operations shall be rectified by the developer to the satisfaction of Uralla Shire Council's Director Infrastructure and Development.

Reason: To ensure that public infrastructure is maintained.

50. 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.

51. All works within the road reserve, including blisters, pedestrian refuge and line marking are to be complete.

Reason: To ensure that pedestrian and vehicle access works are completed in a timely manner.

The result of the division decision recorded as follows:

FOR: Cr M Pearce, Cr R Bell, Cr M Dusting, Cr N Ledger, Cr I Strutt

AGAINST: Cr L Sampson, Cr R Crouch, Cr T Toomey, Cr T O'Connor

ABSENT: Nil

11.08/20 CARRIED

The Chair called a short adjournment at 3:50pm.

The Chair resumed the meeting at 4:00pm.

MOTION

Moved: Cr R Bell/ Seconded: Cr T O'Connor

To move to the late business Item 8 - Report 1 - Draft Uralla Local Strategic Planning Statement 2020

12.08/20 CARRIED

Item 8 - Report 1 - Draft Uralla Local Strategic Planning Statement 2020

PROCEDURAL MOTION

Moved: Cr T O'Connor/ Seconded: Cr T

Toomey To move to Committee of the Whole

13.08/20 CARRIED UNANIMOUSLY

Councillors held a detailed discussion in committee regarding the report.

PROCEDURAL MOTION

Moved: Cr M Dusting/ Seconded: Cr R

Crouch To resume Standing Orders

14.08/20 CARRIED UNANIMOUSLY

The Chair outlined details of the discussion held in committee.

MOTION

Moved: Cr R Crouch/ Seconded: Cr T O'Connor

That:

1. Following a detailed edit, by a sub-committee of council, on the draft Uralla Local Strategic Planning Statement 2020, place the document on public exhibition from 28th Aug for a period of not less than 28 days;
2. Undertake community consultation concurrently including directly requesting comment from key community organisations including NSW Farmers, Uralla Aboriginal Community, The Uralla Business Chamber, The local and District Rural Fire Service, Tourist operators, Real Estate Agents;
3. Write to the Department advising the status of developing the LSPS and that the submission may be delayed, due to COVID 19 protocols, until Council is satisfied that it has adequately taken into account community feedback.

15.08/20 CARRIED

Report 3 - Cash at Bank and Investments

MOTION

Moved: Cr I Strutt/ Seconded: Cr M Dusting

1. Council note the cash position as at 31 July, 2020 consisting of cash and overnight funds of \$819,920, term deposits of \$13,900,000 totalling \$14,719,920 of readily convertible funds.
2. Council note the loan position as at 31 July, 2020 totalling \$2,179,025.

16.08/20 CARRIED

Cr R Bell left room 4:48pm

Cr R Bell returned 4:49pm

Report 4 – 2019-20 Operational Plan Annual Performance

MOTION

Moved: Cr T O'Connor/ Seconded: Cr N Ledger

That Council defer consideration of Report 4 2019-20 Operational Plan Annual Performance until after the content of the report is work-shopped with Council.

17.08/20 CARRIED

Report 5 - Schedule of Actions as at 25 Aug 2020

MOTION

Moved: Cr N Ledger/ Seconded: Cr I Strutt

That Council receive and note the Schedule of Actions as at 25 Aug 2020.

18.08/20 CARRIED

Cr T O'Connor left meeting 4:55pm

Cr T O'Connor returned 4:57pm

Report 6 – Audit, Risk and Improvement Committee Charter 2020

Mayor sought agreement to continue meeting past 5pm

PROCEDURAL MOTION

Moved: Cr M Dusting/ Seconded: Cr T O'Connor

That the Council continue the meeting past 5pm to complete the business in the agenda.

19.08/20 CARRIED

MOTION

Moved: Cr T Toomey/ Seconded: Cr R Crouch

That Council defer consideration of report 6 Audit, Risk and Improvement Committee Charter 2020, until the Audit, Risk and Improvement Committee have reviewed the feedback, after the 27th August 2020 meeting and provided a recommendation to Council.

20.08/20 CARRIED

Report 7 – Continuation of Uralla Township and Environs Committee

MOTION

Moved: Cr M Dusting/ Seconded: Cr T O'Connor

That Council formally dissolve the Uralla Township and Environs Committee recognising that it has completed the function it was established to perform and that Council considers there are better methods in which to engage with the community on the development of the township and environs (and has resourced this in the 2020/21 Operational Plan); and thank the members of the Committee for their service to the community.

PROCEDURAL MOTION (Cr R Crouch/ Seconded: Cr I Strutt)

To move to Committee of the Whole

21.08/20 CARRIED

Councillors held a detailed discussion in committee regarding the report.

PROCEDURAL MOTION (Moved: Cr M Dusting / Seconded: Cr R Crouch)

To resume Standing Orders

22.08/20 CARRIED

The Chair outlined details of the discussion held in committee.

Cr Crouch proposed a foreshadowed motion being the alternate recommendation in the report if the motion on the table was lost.

The Chair put the motion on the table:

MOTION

Moved: Cr M Dusting; Seconded: Cr T O'Connor

That Council formally dissolve the Uralla Township and Environs Committee recognising that it has completed the function it was established to perform and that Council considers there are better methods in which to engage with the community on the development of the township and environs (and has resourced this in the 2020/21 Operational Plan); and thank the members of the Committee for their service to the community.

23.08/20 LOST

MOTION

Moved: Cr R Crouch/ Seconded: Cr T

Toomey That Council:

- 1. Place the draft amended Uralla Township and Environs Committee Constitution 2020 Attachment C for public exhibition for a period of not less than 28 days;**
- 2. Subject to no submissions received during public exhibition, adopt the Uralla Township and Environs Committee Constitution 2020 at Attachment C; an**
- 3. Following adoption of the Uralla Township and Environs Committee Constitution 2020, contact the acting Committee Secretary to arrange the recommencement of Committee meetings in accordance with the Committee Constitution and current COVID-19 restrictions.**

24.08/20 CARRIED

Cr Dusting requested that his vote against the motion be recorded.

Cr L Sampson left meeting 5:26

Cr R Crouch left meeting 5:27

Cr L Sampson returned 5:29

Cr R Crouch returned 5:30

Report 8 – Information report to June Council Resolution

MOTION

Moved: Cr T O'Connor/ Seconded: Cr R Bell

That Council endorse the further development of the model for ranking candidate roads for upgrading gravel roads incorporating sound engineering principles; with elements such as length of construction, traffic volumes, tourist routes, road alignment and bus routes; economics and road safety issues.

25.08/20 CARRIED

Report 9 - Regional Roads Review and Reclassification

MOTION

Moved: Cr R Bell/ Seconded: Cr N

Ledger That

1. Council advise the Panel that Council requests:
 - a. The Regional Roads MR132, MR73 and MR124 remain vested with Council, and
 - b. Block Grant funding allocation be reassessed with a view to increase the annual funding to enable Council to be able to meet the necessary maintenance and renewal requirements, and
 - c. Bingara Road be reclassified as a Regional Road given its regional function, and
2. Council acknowledge that upgrading of Thunderbolts Way from Uralla towards Walcha would increase funding; increase the required workforce and reduce depreciation by reducing or sealed road assets.

26.08/20 CARRIED

Report 10 - Proposal to endorse the Friends of Munday Lane Reserve Working Group Program of Works

MOTION

Moved: Cr N Ledger/ Seconded: Cr M

Dusting That:

- Endorse the Friends of Munday Lane Reserve Program of Works to be implemented by the working group under guidance from Council staff for the management of Crown reserve, Lot 322 DP 755811 Saumarez Ponds (Barry Munday) Recreation Reserve, and
- Consider improvement projects for inclusion in future external grant funding Programs.

27.08/20 CARRIED

Report 11 - Works Progress Report as at 31 July 2020

MOTION

Moved: Cr R Bell/ Seconded: Cr I Strutt

That The report be received and noted for the works completed or progressed during July 2020, and works programmed for August 2020.

28.08/20 CARRIED

Cr Toomey requested her vote against the motion be recorded.

Cr Toomey left the room declaring pecuniary interest on item 14 - 5:52pm

14. MOTIONS ON NOTICE / QUESTIONS WITH NOTICE

Notice of Motion - A policy to facilitate working and online businesses from home

MOTION

Moved: Cr T O'Connor/ Seconded: Cr R Bell

That Council have prepared, for consideration by an October Councillor's Strategic Planning Workshop, a policy that could facilitate the expansion and diversification of Uralla Shire's local economy by encouraging home-based enterprises, direct selling and working from home, taking advantage of e-commerce, new technologies and business models, while ensuring the maintenance of the amenity of the particular land use zone, in which the business is situated.

29.08/20 CARRIED

Cr Toomey was absent for the time of the NOM discussion and motion - returned to meeting 6:20pm

15. CONFIDENTIAL MATTERS


Nil.

16. COMMUNICATION OF COUNCIL DECISIONS

Nil

17. CLOSURE OF MEETING

The meeting was closed at 6:19pm

| COUNCIL MINUTES CONFIRMED BY: | |
|-------------------------------|--|
| RESOLUTION NUMBER: | 02.09/20 |
| DATE: | 30/9/20 |
| MAYOR: | M. Pearce x  |

