



ORDINARY MEETING OF COUNCIL

**Held at 1:00pm
On 23 May 2016**

ROLL CALL

Councillors:

Cr M Pearce (Mayor)
Cr B Crouch (Deputy Mayor)
Cr L Cooper
Cr K Dusting
Cr M Dusting
Cr D Field
Cr F Geldof
Cr I Strutt
Cr K Ward

Staff:

Mr G Cowan, Acting General Manager
Mr O Johns, Acting Director-Infrastructure & Regulation
Mrs R Leahy, Governance & Information Manager
Mr S Paul, Chief Financial Officer
Mrs D Williams, Minute Clerk

MINUTES

Minutes of the Uralla Shire Council at an Ordinary Meeting
held at 1:00pm on 23 May 2016

Resolution
Number

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The Meeting Commenced at: 1:04pm

ATTENDANCE

Present were the Chairperson Cr B Crouch (Deputy Mayor) and Councillors, M Dusting, D Field, F Geldof, I Strutt, K Ward, Acting General Manager (Mr G Cowan, Acting Director-Infrastructure & Regulation (Mr O Johns), Chief Financial Officer (Mr S Paul), Governance and Information Manager (Mrs R Leahy), Minute Clerk (Mrs D Williams).

1. OPENING & WELCOME

PRAYER

ACKNOWLEDGEMENT TO COUNTRY

APOLOGIES/REQUESTS FOR LEAVE OF ABSENCE

Apologies were received from Cr M Pearce (leave of absence), Cr K Dusting, Cr L Cooper.

ADVICE OF LATE ARRIVALS

There were no Late Arrivals advised.

REQUESTS FOR LEAVE OF ABSENCE

Cr L Cooper and Cr K Dusting requested a leave of absence.

MOTION

Leave of Absence

1.05/16 MOVED/ CARRIED (Crs D Field/K Ward)

That the apologies from Cr M Pearce, Cr K Dusting and Cr L Cooper and requested for Leave of Absence from Cr L Cooper and Cr K Dusting be approved.

DISCLOSURES & DECLARATION OF INTERESTS

There were no disclosures or declarations of interest.

2. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Ordinary Meeting of 26 April 2016

2.05/16 MOVED/ CARRIED (Crs I Strutt/ K Ward)

That the Minutes of the Ordinary Meeting held on 26 April 2016 (copies have been circulated to Members) be adopted as a true and correct record of proceedings and that the following minutes be received and noted:

Cr I Strutt: Amendment to Presentations section – remove Bron Wilson

ANNOUNCEMENTS

There were no announcements.

3. TABLING OF REPORTS & PETITIONS

There were no reports or petitions tabled.

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4. URGENT SUPPLEMENTARY & LATE ITEMS OF BUSINESS

Item 1: Local Government Elections – General Manager's Office

Procedural Motion

3.05/16 **MOVED (Crs M Dusting/ I Strutt)**

Move to hear the late item of business from the General Manager's Report at Item 9 on the Agenda as Item 4.

5. PRESENTATIONS

There were no presentations to Council.

6. DEPUTATIONS

There were no deputations to Council.

7. REPORTS FROM DELEGATES

WRITTEN REPORTS FROM DELEGATES

Cr D Field

Access & Disability

17/05/2016

On Tuesday last week along with Crs Crouch and Strutt I attended the Disability and Access's "Accessibility " Community training day at the Community Centre.

The event was the final part of an accessibility project for which Council had received a one-off grant. Ellen Gallagher was employed by Council for this project only, and her knowledge and people skills helped to make the project a success. Prue Campbell - Occupational Therapist and David Earle - Speech Pathologist from Cerebral Palsy Alliance (New England) were the guest speakers.

If there was a negative element it was that this final part was held during general working hours and not in the evening when, more of the one-person businesses would have been able to attend. Those Businesses attending received a copy of the new map (the map being of the CBD only) and Accessible stickers for their windows.

During the discussion following the event a suggestion was made by Jim the owner of the building formerly owned by Ian and Gloria Urquhart, that uniform signage directing people on how to contact businesses without available disability access and could be developed with a specific Uralla character. It was suggested that this be a further project to be taken up by the Advisory Panel so that signage can be a collaborative process with Council

Can't get in for any reason

Let us come out to you

Ph 6778 ????



or Happy to come out to you.

Like the other sign it could have a Council Logo etc in the corner. Just throwing it into the pot as a discussion idea that helps promote inclusiveness to those businesses unable to have attended and for those unable to provide access to everyone. It also shows we are trying to be innovative in finding solutions without destroying the heritage aspects of our town.

Councillors in turn provided a brief verbal summary of their Council related activities during the reporting period and submitted written Delegate Reports comprising details as follows:-

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Cr B Crouch

DATE	COMMITTEE/MEETING/EVENT	LOCATION
28/04/2016	Grace Munro Meeting with management	Bundarra
03/05/2016	Inspection of potential site for a sewage treatment plant	Bundarra
05/08/2016	Namoi Regional Council	Bingara
12/05/2016	Bergen Rd Party	Bergin Road
16/05/2016	Corporate and Community Committee	Uralla
17/05/2016	Uralla Main Street Access Project	Uralla
20/05/2016	New England Group of Councils	Guyra
23/05/2016	Ordinary meeting of Council	Uralla
23/03/2016	Budget workshop	Uralla

Cr I Strutt

DATE	COMMITTEE/MEETING/EVENT	LOCATION
28/04/2016	Grace Munro Meeting with management	Bundarra
16/05/2016	Standing Committee Meetings	Uralla
17/05/2016	Uralla Main Street Access Project	Uralla
23/05/2016	Ordinary meeting of Council	Uralla
23/03/2016	Budget workshop	Uralla

Cr D Field

DATE	COMMITTEE/MEETING/EVENT	LOCATION
26/04/2016	Ordinary Council Meeting	Uralla
26/04/	Councillor Workshop	Uralla
08/05/2016	Mothers Day High Tea	Uralla
16/05/2016	Standing Committee Meetings	Uralla
17/05/2016	Uralla Main Street Access Project	Uralla
23/05/2016	Ordinary meeting of Council	Uralla
23/03/2016	Budget workshop	Uralla

Cr K Ward

DATE	COMMITTEE/MEETING/EVENT	LOCATION
16/05/2016	Standing Committee Meetings	Uralla
23/05/2016	Ordinary meeting of Council	Uralla
23/03/2016	Budget workshop	Uralla

26 April Council Meeting
26 April Strategic Directions Workshop

Cr F Geldof

DATE	COMMITTEE/MEETING/EVENT	LOCATION
26/04/2016	Council Meeting	Uralla
26/04/2016	Strategic Directions Workshop	Uralla

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Cr M Dusting

DATE	COMMITTEE/MEETING/EVENT	LOCATION
26/04/2016	Council Meeting	Uralla
27/04/2016	NE Weeds County Council	Armidale
	Jobs Australia	Armidale
28/04/2016	Australian Transport Museum Meeting	Armidale
16/05/2016	Standing Committee Meetings	Uralla

There were no reports submitted from Cr M Pearce, Cr L Cooper and Cr K Dusting.

8. MAYORAL MINUTE

There was no Mayoral Minute.

9. REPORTS FROM THE GENERAL MANAGER

Department: Infrastructure & Regulation
Submitted by: Acting Director of Infrastructure & Regulation
Reference: Item 1
Subject: Uralla VIC Relocation

OFFICER'S RECOMMENDATION:

That:

- 1) Council receive the report for information;
- 2) Staff investigate the ongoing operational savings and costs relating to the proposed relocation of the VIC and prepare a business case for Council to consider.

MOVED (Crs M Dusting/F Geldof)

That:

- 1) Council receive the report for information;
- 2) Staff investigate the ongoing operational savings and costs relating to the proposed relocation of the VIC and prepare a business case for Council to consider.

Procedural Motion

4.05/16 Move to Committee of Whole (Cr K Ward/I Strutt)

Procedural Motion

5.05/16 Move to Resume Standing Orders (Crs F Geldof/I Strutt)

Amendment (K Ward/D Field)

That :

- 1) Council receive the report for information;
- 2) Council defer action until staff investigate the ongoing operational savings and costs relating to the proposed relocation of the VIC and prepare a business case for Council to consider.

The amendment lapsed.

COUNCIL RESOLUTION:

That:

- 1) Council receive the report for information;

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- 2) Staff investigate the ongoing operational savings and costs relating to the proposed relocation of the VIC and prepare a business case for Council to consider.
- 6.05/16** **MOVED/CARRIED (M Dusting/F Geldof)**

Department: **General Managers Office**
Submitted by: **General Manager**
Reference: Item 2
Subject: **Sponsorship Request – Thunderbolts Festival**

- 7.05/16** **MOVED (Crs D Field/K Ward)**
COUNCIL RESOLUTION:
That the Acting General Manager's report be received and noted.

OFFICER'S RECOMMENDATION:
That the Acting General Manager's report be received and noted.

- 8.05/16** **Procedural Motion**
MOVED (F Geldof/ I Strutt)
To hear Item 2 of the General Manager's Report at Report 1.16.05.04 in Reports from Corporate and Community Committee.

Department: **General Managers Office**
Submitted by: **General Manager**
Reference: Item 3
Subject: **Adoption of Draft Operational Plan 2016/2017**

- 9.05/16** **MOVED (Crs D Field/ I Strutt)**
COUNCIL RESOLUTION:
That Council:
1. Adopt the draft Operational Plan 2016-2017; and
2. Place all of the documents on public exhibition for a period of 28 days.

OFFICER'S RECOMMENDATION:
That Council:
1. Adopt the draft Operational Plan 2016-2017; and
2. Place all of the documents on public exhibition for a period of 28 days.

Department: **General Managers Office**
Submitted by: **General Manager**
Reference: **Item 4 – LATE ITEM**
Subject: **Local Government Elections**

- 10.05/16** **MOVED (Crs I Strutt/M Dusting)**
COUNCIL RESOLUTION:

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That Council:

1. Receive and note the report advising that the local government elections for Uralla Shire Council are now scheduled to be held on Saturday 10 September 2016
2. Note that the NSW Electoral Commission will be conducting the election.
3. That Council approves the following polling places for the 10 September election:

Ward	USVN	Venue Name	Venue Address	Locality
Ward A	Rocky River Public	Rocky River Public School	Bundarra Road	Rocky River
Ward A	Uralla School	Uralla Central School	John Street	Uralla
Ward B	Arding Uniting	Arding Uniting Church Hall	Hawthorne Drive	Arding
Ward B	Bundarra School	Bundarra Central School	Bowline Street	Bundarra
Ward B	Kentucky Hall	Kentucky Memorial Hall	Noalimba Avenue	Kentucky
Ward B	Kingstown Hall	Kingstown Community Hall	Kingstown Road	Kingstown
Ward B	Rocky River Public	Rocky River Public School	Bundarra Road	Rocky River
Ward B	Uralla School	Uralla Central School	John Street	Uralla

OFFICER'S RECOMMENDATION:

That Council:

1. Receive and note the report advising that the local government elections for Uralla Shire Council are now scheduled to be held on Saturday 10 September 2016
2. Note that the NSW Electoral Commission will be conducting the election.

10. REPORTS FROM THE CORPORATE & COMMUNITY COMMITTEE

Department: Organisational Services - Finance
Submitted by: Simon Paul – Chief Financial Officer
Reference: 1.16.05.01
Subject: Cash at Bank and Investments

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Objective: Council is operating efficiently and effectively.
To invest surplus funds for the best advantage of Council, within Council's
Strategy: Policies and Local
Government Guidelines.
Action: Invest surplus funds principally in term deposits with a spread of risk.

11.05/16 MOVED (Crs M Dusting/K Ward)

COUNCIL RESOLUTION:

That:

Council note the cash position as at 30 April, 2016 consisting of cash and overnight funds of \$1,258,277, term deposits of \$8,500,000 totalling \$9,758,277 of readily convertible funds.

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OFFICERS'S RECOMMENDATION:

That:

Council note the cash position as at 30 April, 2016 consisting of cash and overnight funds of \$1,258,277, term deposits of \$8,500,000 totalling \$9,758,277 of readily convertible funds.

Department:	Governance & Information and Community & Culture
Submitted by:	Manager Governance and Information
Reference:	1.16.05.02
Subject:	Grace Munro Aged Care Facility

12.05/16 MOVED (Crs I Strutt/M Dusting)

COUNCIL RESOLUTION:

That:

1. Council note the matters detailed below regarding the status of the Grace Munro Facility after the Meeting held on Thursday, 28 April 2016 with Councillors Strutt and Crouch and Ms Rechelle Leahy and agree that the Fire Sprinkler upgrade, as legally required, be put to Tender to meet the 1 August 2016 deadline extension approved by the Department of Planning & Environment; and
2. Council agree that a clear Memorandum of Understanding (MOU) with Hunter New England Local Health District (HNELHD) is developed and implemented ensuring clarity of roles and responsibilities in the tenancy of the building, including a request for a contribution to the Fire Sprinkler installation, which is required to cover the entire building including the space occupied by HNELHD; and
3. Council agree that the Lease arrangement of \$35,000 be agreed to and forwarded to the Council Meeting of 23 May 2016 for the Council seal to be affixed.

COMMITTEE'S RECOMMENDATION:

That:

1. Council note the matters detailed below regarding the status of the Grace Munro Facility after the Meeting held on Thursday, 28 April 2016 with Councillors Strutt and Crouch and Ms Rechelle Leahy and agree that the Fire Sprinkler upgrade be put to Tender to meet the 1 August 2016 deadline extension approved by the Department of Planning & Environment; and
2. Council agree that a clear Memorandum of Understanding (MOU) with Hunter New England Local Health District (HNELHD) is developed and implemented ensuring clarity of roles and responsibilities in the tenancy of the building, including a request for a contribution to the Fire Sprinkler installation, which is required to cover the entire building including the space occupied by HNELHD; and
3. Council agree that the Lease arrangement of \$35,000 be agreed to and forwarded to the Council Meeting of 23 May 2016 for the Council seal to be affixed.

OFFICER'S RECOMMENDATION:

That:

1. Council note the matters detailed below regarding the status of the Grace Munro Facility after the Meeting held on Thursday, 28 April 2016 with Councillors Strutt and Crouch and Ms Rechelle Leahy and agree that the Fire Sprinkler upgrade be put to Tender to meet the 1 August 2016 deadline extension approved by the Department of Planning & Environment; and
2. Council agree that a clear Memorandum of Understanding (MOU) with Hunter New England Local Health District (HNELHD) is developed and implemented ensuring clarity of roles and

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responsibilities in the tenancy of the building, including a request for a contribution to the Fire Sprinkler installation, which is required to cover the entire building including the space occupied by HNELHD; and

3. Council agree that the Lease arrangement of \$35,000 be agreed to and forwarded to the Council Meeting of 23 May 2016 for the Council seal to be affixed.

Department: Governance & Information and Community & Culture
Submitted by: Manager Governance and Information
Reference: 1.16.05.03
Subject: Uralla Shire Community Grants Program

13.05/16 MOVED (Crs D Field/K Ward)

COUNCIL RESOLUTION:

That:

Council approve the Community Grants Round Two 2015-16 funding allocations to:

- Kingstown Preschool \$1200
- Uralla Neighbourhood Centre \$1000

COMMITTEE'S RECOMMENDATION:

That:

Council approve the Community Grants Round Two 2015-16 funding allocations to:

- Kingstown Preschool \$1200
- Uralla Neighbourhood Centre \$1000

OFFICER'S RECOMMENDATION:

That:

1. Council approve the Community Grants Round Two 2015-16 funding allocation to a total of \$2400.00 as per the Community Grants Assessment Panel recommendation.

Department: Governance & Information and Community & Culture
Submitted by: Manager Governance and Information
Reference: 1.16.05.04
Subject: Sponsorship Request - Thunderbolts Festival

14.05/16 MOVED (Crs I Strutt/D Field)

COUNCIL RESOLUTION:

1. That the matter be laid on the table until the Meeting of Council on Monday 27 June 2016;
2. A comprehensive workshop be held prior to the June Council Meeting;
3. Council determine the date for the workshop.

COMMITTEE'S RECOMMENDATION:

That:

1. Council enter into a sponsor agreement with the Thunderbolts Festival Committee, conditional on items (a), (b), (c) and (d) below;

(a) A requirement that Uralla Shire Council be showcased as the major sponsor on all

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event and promotional material;

(b) A requirement that Uralla Shire Council be permitted to set-up a pop-up visitor information centre in a high traffic location in Alma Park for the Thunderbolts Festival;

(c) A full event management plan and risk management plan be satisfactorily completed and supplied to Council along with any other Council required documents before the end of September including Certificates of Currency for all insurances covering the Festival and the associated Rodeo;

(d) A written report including financials be provided to Council following the completion of the event, including a summary of the economic benefits to the Uralla Shire from the event covering matters such as participant numbers and demographic information of visitors.

2. That Council provide sponsorship to the value of \$10,000 in cash to the 2016 Thunderbolts Festival, equalling the amount of sponsorship provided in 2015 or a variation thereof as deemed appropriate by Council;

3. Council provide non-cash sponsorship in the form of the following:

(a) the provision of and collection of garbage bins;

(b) the erection and removal of promotional banners on Council's flag poles;

(c) the supply, erection and removal of barrier mesh at the rodeo site;

(d) traffic control and road closures.

4. Council refuse the request for the Thunderbolts Festival to become a Special Purpose Committee.

OFFICER'S RECOMMENDATION:

That:

1. Council enter into a sponsor agreement with the Thunderbolts Festival Committee, conditional on items (a), (b), (c) and (d) below;

(a) A requirement that Uralla Shire Council be showcased as the major sponsor on all event and promotional material;

(b) A requirement that Uralla Shire Council be permitted to set-up a pop-up visitor information centre in a high traffic location in Alma Park for the Thunderbolts Festival;

(c) A full event management plan and risk management plan be satisfactorily completed and supplied to Council along with any other Council required documents before the end of September including Certificates of Currency for all insurances covering the Festival and the associated Rodeo;

(d) A written report including financials be provided to Council following the completion of the event, including a summary of the economic benefits to the Uralla Shire from the event covering matters such as participant numbers and demographic information of

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visitors.

2. That Council provide sponsorship to the value of \$10,000 in cash to the 2016 Thunderbolts Festival, equalling the amount of sponsorship provided in 2015 or a variation thereof as deemed appropriate by Council;
3. Council provide non-cash sponsorship in the form of the following:
 - (a) the provision of and collection of garbage bins;
 - (b) the erection and removal of promotional banners on Council's flag poles;
 - (c) the supply, erection and removal of barrier mesh at the rodeo site;
 - (d) traffic control and road closures.
4. Council refuse the request for the Thunderbolts Festival to become a Special Purpose Committee.

15.05/16 MOVED (Crs I Strutt/ D Field)

Procedural Motion

Move into Committee of Whole to discuss workshop dates.

16.05/16 MOVED (Crs I Strutt/M Dusting)

Procedural Motion

Move to Resume Standing Orders

**11. REPORTS FROM THE ENVIRONMENT, DEVELOPMENT & INFRASTRUCTURE
COMMITTEE**

Department: Infrastructure & Regulation
Submitted by: Acting Director Infrastructure & Regulation
Reference: 2.16.05.01
Subject: Heritage Advisors Report – May 2016

17.05/16 MOVED (Crs F Geldof/M Dusting)

COUNCIL RESOLUTION:

That the Heritage Advisor's report dated 3 May 2016 be received and noted by council.

OFFICER'S RECOMMENDATION:

That the Heritage Advisor's report dated 3 May 2016 be received and noted by council.

Department: Infrastructure & Regulation
Submitted by: Interim Director Infrastructure & Regulation
Reference: 2.15.06.02
Subject: Works Progress Report to 30 April 2016

18.05/16 MOVED (Crs K Ward/D Field)

COUNCIL RESOLUTION:

That the report be received and noted for the works completed or progressed during April 2016.

OFFICER'S RECOMMENDATION:

That the report be received and noted for the works completed or progressed during April 2016.

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Department: Infrastructure & Regulation
Submitted by: Interim Director Infrastructure & Regulation
Reference: 2.16.05.03
Subject: Works Planning Report May 2016

19.05/16 **MOVED (Crs F Geldof/K Ward)**

COUNCIL RESOLUTION:

That the report be received and noted for the works planned for May 2016.

OFFICER'S RECOMMENDATION:

That the report be received and noted for the works planned for May 2016.

Department: Infrastructure & Regulation
Submitted by: Director of Infrastructure & Regulation
Reference: 2.16.05.04
Subject: Development Approvals and Refusals for April 2016

Cr M Dusting declared conflict of interest and left room at 2:31pm.

20.05/16 **MOVED (Crs D Field/I Strutt)**

COUNCIL RESOLUTION:

That Council receive and note the development approvals and refusals for April 2016.

OFFICER'S RECOMMENDATION:

That Council receive and note the development approvals and refusals for April 2016.

Department: Infrastructure & Regulation
Submitted by: Manager of Town Planning & Regulation (Relief)
Reference: 2.16.05.05
Subject: Gazettal of Amendments 3 and 4 to the *Uralla Local Environmental Plan 2012*

21.05/16 **MOVED (Crs K Ward/D Field)**

COUNCIL RESOLUTION:

That the Council note the gazettal of Amendments 3 and 4 to the *Uralla Local Environmental Plan 2012* on 8 April 2016

OFFICER'S RECOMMENDATION:

That the Committee note the gazettal of Amendments 3 and 4 to the *Uralla Local Environmental Plan 2012* on 8 April 2016

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Division Decision

For: Crs, M Disting, B Crouch, F Geldof, D Field, K Ward, I Strutt

Against: Nil

Absent: M Pearce, K Disting, L Cooper.

12. MOTIONS ON NOTICE

There were no Motions on Notice.

13. SCHEDULE OF ACTIONS

As at 18 May 2016.

14. CONFIDENTIAL BUSINESS

There was no Confidential Business to deal with.

15. AUTHORITY TO AFFIX THE COMMON SEAL

Department:	Infrastructure & Regulation
Submitted by:	Consultant Town Planner
Reference:	2.16.05.06
Subject:	Application Council Seal to Section 88b instrument – DA-69-2015 – Mr C & Mrs S Ritchie

22.05/16 MOVED (Crs D Field/F Geldof)

COUNCIL RESOLUTION:

That Council endorse the affixing of the Council Seal on the Section 88b Instrument relating to Development Application DA 69/2015 on land known 41 Rock Abbey Road Uralla, being Lot 1 DP 1192269.

OFFICER'S RECOMMENDATION:

That Council endorse the affixing of the Council Seal on the Section 88b Instrument relating to Development Application DA 69/2015 on land known 41 Rock Abbey Road Uralla, being Lot 1 DP 1192269.

Division Decision

For: Crs, M Disting, B Crouch, F Geldof, D Field, K Ward, I Strutt

Against: Nil

Absent: M Pearce, K Disting, L Cooper.

16. CLOSURE OF MEETING

There being no further business, the Chair declared the meeting closed at: 2:45pm