



ORDINARY MEETING OF COUNCIL

**Held at 12 noon
On 28 January 2014**

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 T O'Connor, General Manager
Mr R Bell, Director of Engineering Services
Mrs J Michie, Director of Administrative Services
Ms L Cumming, Manager of Planning
Mr P Steedman, Minute Clerk

MINUTES

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Assignment of Action Items

| GLOSSARY OF ACTION OWNERS | |
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| GM | Mr T O'Connor, General Manager |
| DES | Mr R Bell, Director of Engineering Services |
| DAS | Ms J Michie, Director of Administrative Services |
| MP | Ms L Cumming, Manager of Planning |
| EA | Mr P Steedman, Executive Assistant |

The Meeting Commenced at: 12:01pm

ATTENDANCE

Present were the Chairperson Cr M Pearce (Mayor), Cr B Crouch (Deputy Mayor) and Councillors, L Cooper, K Dusting (from 1:30pm), M Dusting, D Field, F Geldof, I Strutt, K Ward, General Manager (Mr T O'Connor), Director of Engineering Services (Mr R Bell), Director of Administrative Services (Mrs J Michie), Manager of Planning (Ms L Cumming), Minute Clerk (Mr P Steedman), Minute Clerk in training (Mrs D Williams).

PRAYER

ACKNOWLEDGEMENT TO COUNTRY

APOLOGY

An Apology was tabled for Cr K Dusting, who was advised as a late arrival to the Meeting.

MOTION

Apology for Late Arrival of Cr K Dusting.

001/14 MOVED/ CARRIED (Crs F Geldof / B Crouch)

That the apology for the late arrival of Cr K Dusting be accepted.

CONFIRMATION OF MINUTES

Ordinary Meeting of 16 December 2013

002/14 MOVED/ CARRIED (Crs I Strutt / M Dusting)

That the Minutes of the Ordinary Meeting held on 16 December 2013 (copies have been circulated to Members) be adopted as a true and correct record of proceedings.

EA

Closed Session of Ordinary Meeting of 16 December 2013

003/14 MOVED/ CARRIED (Crs B Crouch / F Geldof)

That the Minutes of the Closed Session of the Ordinary Meeting held on 16 December 2013 (copies have been circulated to Members) be adopted as a true and correct record of proceedings.

EA

MATTERS ARISING FROM THE MINUTES

Ordinary Meeting of 16 December 2013

There were no Matters arising.

Closed Session of Ordinary Meeting of 16 December 2013

There were no Matters in Closed Session arising.

DECLARATIONS OF CONFLICT OF INTEREST

At request of the Chair, the Minute Clerk tabled details of Conflict of Interest Declarations received in relation to the 28 January 2014 meeting.

| Submitted By: | Interest Declared: |
|-----------------|---|
| Mr T P O'Connor | Pecuniary interest as the staff member named in the Mayor's Item 1 Closed Session Report to Council. |
| Cr F Geldof | Non-Pecuniary interest as General Manager of Uralla Bowling and Recreation Club Ltd (nature of Interest is Commercial in Confidence), in relation to the General Manager's Planning Matters for Determination Item 2 Report to Council. |

RESPONSES TO QUESTIONS ON-NOTICE

Questions On-Notice Received and From Previous Meetings

The Chair referred Councillors to the responses provided to "Questions On-Notice" raised at the Ordinary meeting of Council held Monday, 16 December 2013:

Cr D Field

QUESTION:

Alma Park Electricity Services

Can the 'wattage' available from the Power Pole in Alma Park be increased? **GM**

RESPONSE:

The Director Engineering Services has requested Council's Electrical Contractor to examine the problem of insufficient available amperage at peak demand, and report on possible correction.

Cr F Geldof

QUESTION:

2013 Thunderbolt Festival

Could Council receive a Report from the Thunderbolt Festival Committee in relation to the 2013 Thunderbolt Festival? **GM**

RESPONSE:

Council received a detailed report on the 2012 Thunderbolt Festival, from the organisers, last year when all of the accounts had been finalised.

Councillor L Cooper and Mrs Bev Stubberfield, as the principal organisers of the Festival will be requested to provide a similar report of the 2013 Thunderbolt Festival when all the accounts are cleared.

Cr K Ward

QUESTION:

Adjoining Blocks Fronting 42 Maitland Street and Elizabeth Avenue

Could Council please receive a report at the January 2014 meeting, detailing the history of Title, Zoning and Ownership for the vacant block fronting 42 Maitland Street and the adjoining blocks fronting what is the closed extension of Elizabeth Avenue? **GM**

RESPONSE:

The report on the history of the Title, Zoning, Ownership and neighbourhood issues was not able to be completed for this meeting. The matter is complex, has involved many staff over a long period. A report will be prepared for the February 2014 meeting closed session.

There were no "Questions On-Notice" received for inclusion to the Business Paper for the 28 January 2014 Meeting of Council.

MINUTES OF COMMITTEE MEETINGS

Minutes of Meeting for Council and Community Committees

Item 1

Minutes of Council Committees

Various

004/14 **MOVED/ CARRIED (Crs D Field / L Cooper)**

That Council note the following Minutes of Meeting of Committees of Council:

- Minutes of Wednesday 27 November 2013 Meeting of Australia Day Committee.
- Minutes of Tuesday 10 December 2013 Meeting of Tablelands Community Transport Advisory Committee.
- Minutes of Thursday 12 December 2013 Meeting of McMaugh Gardens Aged Care Centre Advisory Committee.

Item 2

Minutes of Community Committees

Various

There were no Minutes of Meeting for Community Committees received prior to closure of the Business Paper for the 28 January 2014 Ordinary Meeting.

MAILOUT TO COUNCILLORS

Weekly Mailout Forwarded for the Information of Councillors

Item 1

Mailouts forwarded to Councillors for the Period Friday, 13 December 2013 to Friday, 17 January 2014

U07/23

005/14 **MOVED/ CARRIED (Crs I Strutt / L Cooper)**

That the Mailouts forwarded to Councillors for the Period Friday, 13 December 2013 to Friday, 17 January 2014 which includes MANEX Meeting Minutes for Friday 13 December 2013 and Thursday 16 January 2014 be noted.

NOTICES OF MOTION

There were no Notices of Motion submitted to the 28 January 2014 Meeting.

STAFF REPORTS

GENERAL MANAGER'S REPORT

Governance and Administration

Item 1

Local Government Review Reports

U12/73-02

006/14 MOVED/ CARRIED (Crs B Crouch / F Geldof)

That Council establish the following timetable in responding to the Independent Local Government Review Panel final report "Revitalising Local Government" and the Local Government Acts Taskforce recommendations with the following timeline:

- Councillors provided with full reports in pigeon holes – Tuesday 21 January 2014.
- Namoi Councils prepare a summary of the 65 recommendations from Revitalising Local Government – Tuesday 21 January 2014.
- Councillors Workshop to be arranged for Tuesday 11 February 2014, 6:00pm, for Councillors to provide the Mayor and General Manager with their comments on the 65 recommendations for collating into a position to take to the meeting of the Namoi councils.
- Mayor and General Managers to attend the Namoi Councils meeting in Walcha on Thursday 13 February 2014 with the Uralla Councillors position.
- General Manager to provide a report to the Council meeting of Monday 24 February 2014 on a response to the Independent Local Government Review Panel final report "Revitalising Local Government" recommendations.
- Submission prepared and sent to the Minister for Local Government by Friday 28 February 2014 on the Independent Local Government Review Panel final report "Revitalising Local Government" recommendations.

GM

Item 2

Uralla Swimming Pool

U09/6582

007/14 MOVED/ CARRIED (Crs K Ward / M Dusting)

That Council note the result of the first two thirds of a season from Saturday 19 October 2013 to Tuesday 22 January 2014 with 8,078 admissions; being 85.0% of the budgeted total of 9,500 and 5.1% more than the 2012/2013 season to that day and kiosk sales of \$10,005.45 being already in excess of the budget of \$10,000.

GENERAL MANAGER'S REPORT

Governance and Administration (continued)

Item 3

Resourcing Strategies for Integrated Planning and Reporting

U09/6556

008/14 MOVED/ CARRIED (Crs M Dusing / I Strutt)

That Council

- receive the Draft Transport Asset Management Plan and Draft Updated Workforce Strategy.
- have the Draft Transport Asset Management Plan and Draft Updated Workforce Strategy displayed on Council's website.
- advertise the public display of the Draft Transport Asset Management Plan and Draft Updated Workforce Strategy in the local print media and in the February 2014 Council Newsletter inviting public comment closing on Friday 28 February 2014.

GM

DIRECTOR OF ADMINISTRATIVE SERVICES' REPORT

Administration and Finance

Item 1

Cash at Bank and Investments

U12/1

009/14 MOVED/ CARRIED (Crs D Field / F Geldof)

That Council note the cash position at 31 December 2013 consisting of; cash and overnight funds of \$947,277.66 term deposits of \$7,000,000.00 totalling \$7,947,277.66 of readily convertible funds.

Item 2

Uralla Shire Council Financial Reports to 30 December 2013

U07/01

010/14 MOVED/ CARRIED (Crs I Strutt / F Geldof)

That Council note the Financial Reports consisting of the Budget Review by Resource Code and Budget Review by Function Reports to 31 December 2013 for the year to 30 June 2014.

DIRECTOR OF ADMINISTRATIVE SERVICES' REPORT

Administration and Finance (continued)

Item 3

Uralla Shire Council Operating Policies for Advertising

U12/70

011/14 MOVED/ CARRIED (Crs K Ward / L Cooper)

That Council adopt the draft policies, listed below, for the purpose of placing those draft policies on public exhibition for the period of Friday, 31 January 2014 to Wednesday, 28 February 2014 to receive written submissions by Friday 14 March 2014:

- 1.2.21 Work, Health and Safety
- 2.1.4 Work Experience
- 2.3.3 Training and Education
- 2.3.22 First Aid
- 2.3.23 Drug and Alcohol
- 2.3.24 Performance and Misconduct
- 2.3.26 Grievance and Disputes
- 2.3.27 Workplace Bullying and Harassment
- 2.3.28 Social Media
- 8.4.1 Visitor Information Centre Display of Information

DAS

Community Services

Item 1

Visitor Information Centre Monthly Report

U12/273

012/14 MOVED/ CARRIED (Crs F Geldof / L Cooper)

That Council note the Community Development Officer's Report on activities at the Uralla Visitor Information Centre for December 2013.

ADJOURNMENT

Luncheon Recess

MOTION

Lunch Adjournment (1:00pm to 1:30pm)

013/14 MOVED/ CARRIED (Crs K Ward / L Cooper)

That Council break for a 30 minute Lunch Adjournment (1:00pm – 1:30pm).

The Meeting resumed at 1:30pm.

Cr K Disting, having been absent from the Meeting commencement, arrived at the meeting at this time (1:30pm).

PRESENTATIONS TO COUNCIL

Have Your Say (Late Request)

Cr F Geldoff, having earlier declared a non-pecuniary interest in relation to DA -78/2013, left the meeting at this time (1:31pm).

PROCEDURAL MOTION

Late Request to Speak

The Chair advised details of a late "Have Your Say" Presentation Request, lodged after closure of the Business Paper, by Mr Chris Jones.

014/14 MOVED/ CARRIED (Crs M Dusting / L Cooper)

That the late "Have Your Say" Presentation Request from Mr Chris Jones be noted and leave to address Council granted.

Speakers in Order of Presentation:

The Chair introduced the Speaker in delivery of a Presentation as follows:-

1. Mr Chris Jones

The Speaker delivered a presentation on the subject of DA 78/2013.

The Chair thanked Mr Jones for his Presentation to Council.

Have Your Say (Scheduled Speakers)

Scheduled Speakers in Order of Presentation:

The Chair introduced the Scheduled Speakers in order of Presentation as follows:-

1. Mrs Dana Parkhurst:

Presentation to Council in relation to DA 78/2013.

Cr K Dusting and Cr M Dusting declared a non-pecuniary Interest and left the meeting at 1:45pm, during Mrs Parkhurst's presentation, returning at conclusion of the Presentation (1:48pm).

2. Mr Robert Parkhurst:

Presentation to Council in relation to DA 78/2013.

The Chair thanked Mr and Mrs Parkhurst for their Presentations to Council.

PROCEDURAL MOTION

Amendment to Order of Business

015/14 MOVED/ CARRIED (Crs K Ward / M Dusting)

That the General Manager's Planning Matters for Determination Item 2 Report be brought forward in the Agenda for immediate consideration by Council.

GENERAL MANAGER'S REPORT

Planning Matters for Determination

Item 2 DIVISION DECISION

**Development Application 78/2013 – Seven 1 Bedroom Strata Titled Units
- Batt**

DA-78/2013

PROCEDURAL MOTION

Move to Committee of the Whole

016/14 MOVED/ CARRIED (Crs B Crouch / L Cooper)

That Council move to a 'Committee of the Whole' to discuss the General Manager's Planning Matters for Determination Item 2 Report and Recommendation.

Councillors held a detailed discussion in relation to DA 78/2013.

PROCEDURAL MOTION

Resumption of Standing Orders

017/14 MOVED/ CARRIED (Crs M Dusting / D Field)

That Council resume Standing Orders.

The General Manager advised details of the proposed Motion determined during the 'Committee of the Whole'.

MOTION

Deferral of Consideration in the Matter

018/14 MOVED/ CARRIED (Crs K Dusting / L Cooper)

That Council defer its consideration of Development Application 78/2013, pending reports on Heritage, Building and Traffic matters.

A Division was called and the result was as follows:

*FOR: B Crouch, L Cooper, K Dusting, M Dusting, D Field, M Pearce,
I Strutt, K Ward.*

AGAINST: Nil

ABSENT: F Geldof

Cr F Geldof, having previously left the meeting at 1:31pm due to declared Interest, returned to the meeting at this time (2:58pm).

PROCEDURAL MOTION

Amendment to Order of Business

019/14 MOVED/ CARRIED (Crs M Dusting / K Ward)

That the General Manager's Planning Matters for Determination Item 1 Report be brought forward in the Agenda for immediate consideration by Council.

GENERAL MANAGER'S REPORT

Planning Matters for Determination

Item 1 DIVISION DECISION

Development Application 76/2013 – Subdivision for Howlett

DA-76-2013

The GM left the meeting at 3:00pm and returned at 3:01pm.

020/14 MOVED/ CARRIED (Crs D Field / I Strutt)

That Council:

- a) Approve Development Application 76/2013 for a two lot residential subdivision on land known as 64 Hill Street, Uralla being Lot 3 Section 3 DP 759022 subject to the Conditions as follows:-

PRESCRIBED CONDITIONS (under Environmental Planning and Assessment Regulation 2000)

Nil

GENERAL CONDITIONS

1. The development must take place in accordance with the approved plans (bearing the Council approval stamp) and documents submitted with the application, drawn by plan drawers name, numbered drawing numbers and dated date, and subject to the conditions below to ensure the development is consistent with Council's consent.
2. All Engineering works to be designed by an appropriately qualified person and carried out in accordance with Council's Engineering Code, unless otherwise indicated in this consent, to ensure that these works are of a sustainable and safe standard.
3. 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.

CONDITIONS TO BE COMPLETED PRIOR TO ISSUE OF SUBDIVISION CERTIFICATE

4. Prior to the issue of a Subdivision Certificate the applicants shall provide written advice from telecommunications and electricity providers, confirming that satisfactory arrangements have been made for the provision of a telecommunications and electricity services.

MP

5. Prior to the issue of a Subdivision Certificate, an Application for a Subdivision Certificate is to be submitted to Council with three (3) copies of the Title Plan and appropriate fees. The applicant/developer is to ensure that a summary of compliance with all conditions of consent is completed and lodged with the application.
6. Prior to the issue of a Subdivision Certificate, the applicants shall provide evidence to the effect that all utility services, i.e water, sewer, electricity, telecommunications, connected to or used in each of the buildings within the development site is wholly contained within each of the proposed allotments. That is, no internal servicing of the sites is permitted to be wholly or partially on the adjoining allotment.
7. The water main is to be extended along the lane from the existing main in Uralla Street in a 100mm diameter service for a distance of 40 metres to service proposed Lot A. This is to be constructed to a standard approved by the Director of Engineering and is at the expense of the developer. The total cost will be 40 x \$95/metre which totals \$3,600 and with this price being current until 30 June 2014.
8. Connection to the water main is required for Lot A. This fee is set out in Councils Operational Plan and is adjusted every financial year. The current fee for the 2013/2014 year is \$880.00.
9. The Applicant is to confirm that any development on proposed Lot A has the grade to access the existing main. If this is not the case a new sewer main will be required to connect to the sewer main in Uralla Street. This is to be constructed to a standard approved by the Director of Engineering and is at the expense of the developer.
10. Connection to the sewer main is required for Lot A. This fee is set out in Councils Operational Plan and is adjusted every financial year. The current fee for the 2013/2014 year is \$493.50.
11. All onsite drainage for Lot A is to be directed via the access lane to Uralla Street. Lot B may be able to direct water to Hill Street. If this is not possible an easement will be required on Lot A for stormwater. Details of proposed management are to be supplied to the Director of Engineering for approval prior to any installation.
12. An all weather access is to be constructed for the access of Lot A to Uralla Street. This is to be 3 metres wide and is to be constructed to a standard approved by the Director of Engineering and is at the expense of the developer. This access is to be concrete, or gravel and bitumen seal.
13. The Hill Street frontage of Lot B is to be kerb and guttered including shoulder bitumen sealing. This is to be constructed to a standard approved by the Director of Engineering and is at the expense of the developer. The total cost will be 20.12 metres x \$140/metre which totals \$2,816.80 including GST and with this price being current until 30 June 2014.

COUNCIL ADVICE ONLY

14. **Dial Before You Dig:** Underground assets may exist in the area that is subject to your application. In the interests of health and safety and in order to protect damage to third party assets please contact Dial Before You Dig at www.1100.com.au or telephone on 1100 before excavating or erecting structures (This is the law in NSW). If alterations are required to the configuration, size, form or design of the development upon contacting the Dial Before You Dig service, an amendment to the development consent (or a new development application) may be necessary. Individuals owe asset owners a duty of care that must be observed when working in the vicinity of plant or assets. It is the individual's responsibility to anticipate and request the nominal location of plant or assets on the relevant property via contacting the Dial Before You Dig service in advance of any construction or planning activities.
 15. **Telecommunications Act 1997 (Commonwealth):** Telstra (and its authorized contractors) are the only companies that are permitted to conduct works on Telstra's network and assets. Any person interfering with a facility or installation owned by Telstra is committing an offence under the Criminal Code Act 1995 (Cth) and is liable for prosecution. Furthermore, damage to Telstra's infrastructure may result in interruption to the provision of essential services and significant costs. If you are aware of any works or proposed works which may affect or impact on Telstra's assets in any way, you are required to contact: Telstra's Network Integrity Team on phone number 1800 810 443.
- b) Any integrated development conditions requested by the NSW Rural Fire Service be included as part of the approval.
 - c) Endorse the fixing of the Council Seal on the Section 88b Instrument relating to Development Application 76/2013 on land known as 64 Hill Street, Uralla being Lot 3 Section 3 DP 759022.

A Division was called and the result was as follows:

*FOR: B Crouch, L Cooper, K Dusing, M Dusing, D Field, F Geldof,
M Pearce, I Strutt, K Ward.*

AGAINST: Nil

ABSENT: Nil

DIRECTOR OF ENGINEERING SERVICES' REPORT

Environment and Waste Management

Item 1

NSW Environmental Protection Authority (EPA) Annual Return and Environmental Monitoring Report for Uralla Landfill

U12/155

021/14 MOVED/ CARRIED (Crs K Ward / L Cooper)

That Council:

- endorse the use of the Uralla Council Seal on the NSW EPA Annual Return for licence number 5899 Uralla Landfill.
- note the Environmental Monitoring Uralla Landfill Annual Report for the period 17 October 2012 to 16 October 2013 provided by CodyHart Environmental.

DES

DIRECTOR OF ENGINEERING SERVICES' REPORT

Technical Services

Item 1

Works Progress for Period Ended 14 January 2014

U07/3041

Item 2

Works Planning

U07/3041

022/14 MOVED/ CARRIED (Crs B Crouch / F Geldof)

That the Works Progress for the period ended 3 December 2013 and the Planned Works be noted.

Item 3

Stocktake

U07/6359

023/14 MOVED/ CARRIED (Crs F Geldof / B Crouch)

That Council note the December 2013 Stocktakes for Uralla and Bundarra Depots and make the necessary adjustments with Write Up of \$116.19 and Write Down of \$174.61 for Uralla and a Write Down of \$18.23 for Bundarra.

Item 4

Application to Close Road No. W464050

U12/67

024/14 MOVED/ CARRIED (Crs F Geldof / D Field)

That Council meet the costs of the crown road closure costs for No. 464050 for Mr M.J.Beard.

DES

Item 5

Works Progress Advisory Unit

U07/172

025/14 MOVED/ CARRIED (Crs F Geldof / D Field)

That Council note the minutes of the Works Progress Advisory Unit meeting held 15 January 2014 and adopt the following recommendations:-

Business Arising from previous meeting

- That Council purchase 1 only Hitachi ZX 135 U-3 excavator from Hitachi for \$173,195.00 and sell used 10 tonne excavator to R&R Nelson for \$15,000.00.

Plant

- That Council purchase 1 only Hitachi ZX 240 LC-3 from Hitachi Pty Ltd for \$257,510.00 and sell used 22 tonne excavator to Shalimar Park Merino for \$43,600.00.

Excavator Haulage

- That Outriggers on float must be used for new Hitachi Excavator due to width of tracks.

Capital Expenditure Review

- That Council note the Capital Works Program status as at 15 January 2014.

DES

ADJOURNMENT

Meeting Recess

MOTION

Comfort Adjournment (3:28pm to 3:38pm)

026/14 MOVED/ CARRIED (Crs D Field / L Cooper)

That Council break for a 10 minute Comfort Adjournment (3:28pm - 3:38pm).

The Meeting resumed at 3:38pm.

GENERAL MANAGER'S REPORT

Planning Services

Item 1

NSW Department of Planning and Infrastructure's Corporate Plan 2013 - 2015

U12/62

027/14 MOVED/ CARRIED (Crs K Ward / M Dusting)

That Council note the NSW Department of Planning and Infrastructure's Corporate Plan 2013 – 2015 released December 2013.

Item 2

Heritage Advisors Report

U12/6279

028/14 MOVED/ CARRIED (Crs I Strutt / D Field)

That Council note the contents of the Heritage Advisor's report for the visit held on 7 January 2014.

The Director of Engineering Services left the meeting at 3:44pm and returned at 3:45pm.

Item 3

Regulatory Statistics

U12/168

029/14 MOVED/ CARRIED (Crs I Strutt / M Dusting)

That Council note the Regulatory Function statistics for period ending 31 December 2013.

Item 4

Planning Application Approvals and Refusals for the Month of December 2013

U12/168

030/14 MOVED/ CARRIED (Crs D Field / L Cooper)

That Council note the information contained within the Planning Application Approvals and Refusals Report for the Month of December 2013.

GENERAL MANAGER'S REPORT

Planning Services (continued)

Item 5

Draft Rocky and Uralla Creek Flood Study

U12/6801

031/14 MOVED/ CARRIED (Crs K Dusting / D Field)

That Council:

1. Accept the *Draft Rocky and Uralla Creeks Flood Study* as presented to Council in December 2013, and
2. Place the *Draft Rocky and Uralla Creeks Flood Study* on public exhibition for a period of 30 days with all submissions being bought back to Council for consideration.

MP

Item 6

Preliminary Project Plan – Shearing Shed and Related Outbuildings

U12/6279

032/14 MOVED/ CARRIED (Crs K Ward / B Crouch)

That Council forward the preliminary project plan for invitation to Inverell, Guyra, Glen Innes, Armidale Dumaresq and Walcha Councils for discussion on a regional historical study on shearing sheds and related outbuildings for the five local government areas.

Item 7

Development Determination Advisory Unit Minutes

U07/171

033/14 MOVED/ CARRIED (Crs D Field / F Geldof)

That Council note the minutes of the Development Determination Advisory Unit meeting held on Tuesday 14 January 2014.

Item 8

Integrating Biodiversity Outcomes with Streamlined Planning

U12/72

034/14 MOVED/ CARRIED (Crs D Field / L Cooper)

That Council note the attendance of the Manager of Planning at the Integrating Biodiversity Outcomes with Streamlined Planning on 26 and 27 November 2013.

DELEGATE REPORTS

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:-

| Councillor | Activity Date: | Activity Detail: |
|--------------------|-----------------------|--|
| Cr D Field | | |
| | 16 December 2013 | Ordinary Council Meeting, Council Chambers |
| | 18 December | Councillors Christmas Dinner, Uralla Showgrounds |
| | 14 January 2014 | DDAU Various Locations, Various Locations |
| | 15 January | Flood Study, Council Chambers |
| | 20 January | Mayor and Councillors Briefing (MCB), Council Chambers |
| | 26 January | Australia Day Morning Tea Ambassador Welcome, Uralla Library |
| Cr F Geldof | | |
| | 16 December 2013 | DDAU Meeting, Council and Site |
| | 16 December | Aboriginal Flag Raising, Council |
| | | Ordinary Council Meeting, Council Chambers |
| | 17 December | RSL Christmas Dinner, Bowling Club |
| | 14 January 2014 | DDAU |
| | 15 January | Works Progress Advisory Unit (WPAU), Council |
| | 26 January | Australia Day Ceremony, Council and Alma Park |

REQUESTS FOR LEAVE OF ABSENCE

A request for Leave of Absence was submitted by Cr F Geldof for the period 11 February 2014 to 6 March 2014.

035/14 MOVED/ CARRIED (Crs M Dusting / B Crouch)

That the request for Leave of Absence from Cr F Geldof be noted and the Leave of Absence, from 11 February to 6 March 2014, approved.

| | | |
|---------------------|------------------|---|
| Cr B Crouch | | |
| | 15 January 2014 | WPAU, Council |
| | 16 January | General Manager's Performance Review, Uralla |
| | 20 January | MCB, Council Chambers |
| | 20 January | Bundarra 355 Committee, Bundarra |
| | 28 January | Ordinary Council Meeting, Council Chambers |
| Cr M Dusting | | |
| | 16 December 2013 | Ordinary Council Meeting, Council Chambers |
| | 17 December | Kentucky School Presentation Night, Kentucky |
| | 18 December | Councillors Christmas Dinner, Uralla Showgrounds |
| | 20 January 2014 | MANEX, Uralla |
| | 23 January | Street Stall Australia Day Committee, Uralla |
| | 23 January | Car Museum Meeting at Armidale Council Chambers |
| | 25 January | Dinner with Australia Day Ambassador, Top Pub Uralla |
| | 26 January | Balala Breakfast & Uralla Morning Tea for Australia Day, Uralla |
| Cr I Strutt | | |
| | 18 December 2013 | Councillors Christmas Dinner, Uralla Showgrounds |
| | 14 January 2014 | DDAU Site Inspection, Uralla |
| | 16 January | General Manager's Performance Review, Uralla |
| | 20 January | MCB, Council Chambers |
| | 26 January | Australia Day Morning Tea Ambassador Welcome, Uralla Library |

DELEGATE REPORTS (continued)

| Councillor | Activity Date: | Activity Detail: |
|---------------------|-------------------|--|
| Cr K Ward | | |
| | 14 January 2014 | DDAU Site Inspections, Uralla |
| | 15 January | Flood Study, Rocky River and Uralla |
| | 15 January | WPAU Meeting (Works), Uralla |
| | 20 January | MCB, Council Chambers |
| | 26 January | Australia Day Celebrations, Balala. |
| Cr L Cooper | | |
| | 18 December 2013 | Councillor Christmas Party, Uralla Showground |
| | 9 January 2014 | Australia Day Committee Meeting, Mayor's Office |
| | 21-24 January | Street Stall Australia Day, Uralla |
| | 25 January | Dinner with Australia Day Ambassador, Top Pub Uralla |
| | 26 January | Australia Day Celebrations, Alma Park |
| | 28 January | Ordinary Council Meeting, USC |
| Cr K Dusting | | |
| | 16 December 2013 | Ordinary Council Meeting, Council Chambers |
| | 17 December | Kentucky School Presentation Night, Kentucky |
| | 18 December | Councillor Christmas Party, Uralla Showground |
| | 20 January 2014 | Manex, Uralla |
| | 21 January | Street Stall Australia Day Committee, Uralla |
| | 23 January | Street Stall Australia Day Committee, Uralla |
| | 25 January | Dinner with Australia Day Ambassador, Top Pub Uralla |
| | 26 January | Balala Breakfast & Uralla Morning Tea for Australia Day, Uralla |
| | 26 January | Australia Day Morning Tea Ambassador Welcome, Uralla Library |
| | 26 January | Australia Day Celebrations, Alma Park |
| | 3-17 January | Represented Uralla Shire in Thailand – Thong Song. |
| Cr M Pearce | | |
| | 17 December 2013 | Mayors Office – Administration and Correspondence, Uralla |
| | 18 December | ANZAC Centenary Planning Committee Meeting, Armidale |
| | | Councillor Christmas Party, Uralla Showground |
| | 19 December | Mayors Office – Administration and Correspondence, Uralla |
| | 23 December 2013 | |
| | – 12 January 2014 | Leave of Absence |
| | 13 January 2014 | Mayors Office – Administration and Correspondence, Uralla |
| | | Meeting with GM and Adam Marshall re Local Issues, Uralla |
| | | Meeting with Michael KNEIPP Director West Catchments & Lands with GM re Local Issues, Uralla |
| | 14 January | Mayors Office – Administration and Correspondence, Uralla |
| | | DDAU Site Inspections, Uralla |
| | 15 January | Mayors Office – Administration and Correspondence, Uralla |
| | | WPAU Meeting (Works), Uralla |
| | 16 January | Mayors Office – Administration and Correspondence, Uralla |
| | | General Manager's Performance Review, Uralla |
| | 20 January | MCB, Council Chambers |
| | | Mayoral Report For January, Ordinary Council Meeting, Uralla |
| | 21 January | Mayors Office – Administration and Correspondence, Uralla |
| | | Meeting with Australia Day Committee Members, Uralla |
| | 22 January | ANZAC Day Centenary Planning Committee Meeting, UNE. |
| | 23 January | Mayors Office – Administration and Correspondence, Uralla |
| | | Meeting with DES regarding Local Road Infrastructure, Uralla |
| | 25 January | Dinner with Australia Day Ambassador, Top Pub Uralla |
| | 26 January | Balala Breakfast & Uralla Morning Tea for Australia Day, Uralla |
| | | Australia Day Celebrations, Uralla |
| | 28 January | Mayors Office – Administration and Correspondence, Uralla |
| | | Ordinary Council Meeting, Council Chambers |

QUESTIONS ON-NOTICE RAISED

Questions On-Notice for Next Meeting of Council

Councillors lodged "Questions On-Notice" as detailed below:

Cr F Geldof

QUESTION:

Visitor Information Centre Workshop for Councillors

Can a Workshop be held in relation to the Visitor's Information Centre on the 15 or 22 March 2014?

GM

Cr K Dusting

QUESTION:

Uralla Bus Schedule

Can Council investigate the changes to the Uralla Bus Schedule?

GM

Cr L Cooper

QUESTION:

Update of Population Signage for Uralla

Can Council update Population information on Town Entry signage?

GM

QUESTION:

Restoration of Signage for Alma Park

Can Council undertake restoration of Alma Park Signage?

GM

QUESTION:

Rocky River Garbage Service

Can Council offer some guidance regarding provision of the Garbage Services to the Rocky River area?

GM

Cr K Ward

QUESTION:

Cemetery Sign

Can Council reposition directional signage for Pioneer Cemetery?

GM

CLOSED SESSION OF COUNCIL

MEETING PROCEDURE

Move to Closed Session

- 036/14** **MOVED/ CARRIED (Crs B Crouch / F Geldof)**
That Council move into Closed Session.

The General Manager outlined the reasons for the closure of the meeting to members of the Public and the Press.

MOTION

Closure of Meeting to Members of Public and Press

- 037/14** **MOVED/ CARRIED (Crs B Crouch / F Geldof)**
1. i. That the General Manager has correctly classified those matters which Council wishes to deal with in part of this meeting which is closed to the public.
 - ii. That the General Manager's reasons for forming an opinion that the matters should be dealt with in Closed Session are correct in accordance with Section 10A(2) of the Act.
 - iii. That as the matter concerns personnel matters concerning particular individuals other than Councillors, Council is satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest.
2. That as a result of item 1. sub-items (i), (ii) and (iii) above, the public is excluded from this section of the meeting.

CLOSED SESSION RESOLUTIONS

MOTION

Resolutions of Council in Closed Session

- 038/14** **MOVED/ CARRIED**
That the following Resolutions of Closed Session become Resolutions of Council in Open Session.

APOLOGY (Closed Session)

There were no Apologies declared.

The Manager of Planning was noted as absent from the meeting at this time (4:35pm).

MAYOR'S REPORT TO CLOSED SESSION

Cr M Pearce

Item 1

General Manager's Annual Review

Confidential

The General Manager, having earlier declared a Pecuniary Interest in relation to the Mayor's Item 1 Report, left the meeting at this time (4:36pm).

PROCEDURAL MOTION

Move to Committee of the Whole

0039/14 MOVED/ CARRIED

That Council move to a 'Committee of the Whole' to discuss the Mayor's Item 1 Report and Recommendation.

Councillors held a detailed discussion in relation to the matter of the General Manager's Annual Review.

PROCEDURAL MOTION

Resumption of Standing Orders

0040/14 MOVED/ CARRIED

That Council resume Standing Orders.

The Chair advised details of the proposed Motions determined during the 'Committee of the Whole'.

PROCEDURAL MOTION

Consideration of the Recommendation in Two Parts

0041/14 MOVED/ CARRIED

That the Review Team Recommendation in relation to the General Manager's Annual Review be considered by Council in two parts.

MOTION

General Manager's Performance

0042/14 MOVED/ CARRIED

That Council:

- Note the Review Team has assessed the General Manager's performance over the previous year as more than satisfactory.
- Adopt the Review Team recommendation, in accordance with Clause 6.1.3, for a negotiated variance in the Schedule 'B' for the following:
 1. Ensure that the three outstanding items on the Action Plan resulting from the Better Practice Review that have target dates prior to March 2014 are completed.
 2. In relation to the McMaugh Gardens Aged Care Centre :-
 - a. Maintain oversight of the management of the Centre and control of wage costs at the bench-mark level of 70% of expenditure.
 - b. Maintain direct management assistance in day to day operations by the Director of Administrative Services.
 3. Have the Draft Workforce Strategy, Draft Asset Management Strategy and Transport Asset Management Plan advertised for submissions and presented to Council for adoption by end of March 2014.
 4. Achieve a continuing positive outcome which would lead to an at least 95% of performance indicators from Council's Operational Plan 2013/2014.

MAYOR

MAYOR'S REPORT TO CLOSED SESSION (continued)

Cr M Pearce

Item 1

General Manager's Annual Review (continued)

MOTION

General Manager's Remuneration

043/14

MOVED/ CARRIED

That Council authorise an incremental increase from 10 July 2013, in accordance with Clause 8.3 of the Contract, of 2.5%, which is in addition to the 2.5% determination of the Remuneration Tribunal for Chief Executives and Senior Executives from 10 July 2013.

MAYOR

QUESTIONS ON-NOTICE RAISED (CLOSED SESSION)

Questions On-Notice for Next Meeting of Council

Councillors raised "Questions On-Notice" to Closed Session as detailed below:

There were no "Questions On-Notice" raised.

RETURN TO OPEN SESSION OF COUNCIL

MEETING PROCEDURE

Move to Open Session

044/14

MOVED/ CARRIED

That Council move back into Open Session.

There being no further business, the Chair declared the meeting closed at 5:24pm.

CLOSURE OF MEETING

The Meeting concluded at: 5:24pm

The Minutes of the Uralla Shire Council at an Ordinary Meeting of Council held on 28 January 2014, consisting of Page 26 and the previous pages, were confirmed by Resolution No. [nnn/14] on [Day Month Year].

.....Mayor