



ORDINARY MEETING OF COUNCIL

**Held at 1:00pm
On 22 June 2015**

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 D Connor, General Manager
Mr R Bell, Director-Infrastructure & Regulation
Mrs O Wood, Executive Manager-Community & Culture
Mr S Paul, Chief Financial Officer
Ms L Cumming, Manager of Planning
Mrs D Williams, Minute Clerk

MINUTES

Minutes of the Uralla Shire Council at an Ordinary Meeting
held at 1:00pm on 22 June 2015

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CLOSURE OF MEETING	ERROR! BOOKMARK NOT DEFINED.

The Meeting Commenced at: 1:00pm

ATTENDANCE

Present were the Chairperson Cr M Pearce (Mayor), Cr B Crouch (Deputy Mayor) and Councillors, L Cooper, K Disting, M Disting, D Field, F Geldof, I Strutt, K Ward, General Manager (Mr D Connor), Director-Infrastructure & Regulation (Mr R Bell), Chief Financial Officer (Mr S Paul), Executive Manager-Community & Culture (Mrs O Wood), Manager of Planning (Ms L Cumming), Minute Clerk (Mrs D Williams).

1. OPENING & WELCOME

2. PRAYER

3. ACKNOWLEDGEMENT TO COUNTRY

4. APOLOGIES/REQUESTS FOR LEAVE OF ABSENCE

There were no Apologies declared.

REQUESTS FOR LEAVE OF ABSENCE

There were no requests for Leave of Absence received.

5. DISCLOSURES & DECLARATION OF INTERESTS

At request of the Chair, the Minute Clerk tabled details of the pecuniary and non-pecuniary Conflict of Interest Declarations received in relation to the 22 June 2015 meeting.

Submitted By:	Interest Declared:
<i>Cr B Crouch</i>	<i>Report # 2.15.06.11 – Naming of ‘Emu Crossing’ Bridge Non-pecuniary interest as the Convenor of the Emu Bridge Committee (Local Lobby Group).</i>

6. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Ordinary Meeting of 25 May 2015

1.06/15 **MOVED/ CARRIED (Crs I Strutt / B Crouch)**

That the Minutes of the Ordinary Meeting held on 25 May 2015 (copies have been circulated to Members) be adopted as a true and correct record of proceedings.

MATTERS ARISING FROM THE MINUTES

Ordinary Meeting of 25 May 2015

There were no Matters arising.

7. ANNOUNCEMENTS - Nil

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8. TABLING OF REPORTS & PETITIONS - Nil

9. PRESENTATIONS

Have Your Say

Speakers in Order of Presentation:

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

1. Name: Tara Toomey

Subject: Visitor Information Centre

The Speaker delivered a presentation on the subject of the Visitor Information Centre change of location.

The Chair thanked Ms Toomey for her Presentation to Council.

2. Name: Stephen Dobson

Subject: Visitor Information Centre

The Speaker delivered a presentation on the subject of the Visitor Information Centre change of location.

The Chair thanked Mr Dobson for his Presentation to Council.

11. URGENT SUPPLEMENTARY & LATE ITEMS OF BUSINESS

The General Manager notified Councillors of a petition received regarding the naming of the Emu Crossing Bridge – Report # 2.15.06.11

LATE REPORT Item I: Cash at Bank & Investments Report

Department: Organisational Services - Finance

Submitted by: Simon Paul – Chief Financial Officer

Reference: Item 1

Subject: Cash at Bank and Investments

2.06/15 MOVED/ CARRIED (Crs I Strutt / B Crouch)

That:

Council note the cash position as at 31 May, 2015 consisting of cash and overnight funds of \$1,824,928.55, term deposits of \$7,505,386.99 totalling \$9,330,315.54 of readily convertible funds.

12. COUNCILLOR REPORTS & WRITTEN REPORTS FROM DELEGATES

- **Report from Cr B Crouch** - Roads and Transport Conference 2015

3.06/15 MOVED/ CARRIED (Crs M Dusting / F Geldof)

That:

The report on the Roads and Transport Conference 2015 be received and noted.

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WRITTEN REPORTS FROM DELEGATES

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	23 March 2015	<i>Citizenship Ceremony, USC Ordinary Council Meeting, USC</i>
	27 March	<i>Seasons of New England, Hampton Park Uralla</i>
	31 March	<i>Community Meeting, USC</i>
	15 June	<i>Corporate & Community Committee Meeting, USC</i>
	22 June	<i>Councillor Discussion, USC Fit for the Future Submission Meeting, USC Ordinary Meeting, USC</i>
Cr F Geldof	15 June	<i>Economy, Development & Infrastructure Committee Meeting, USC</i>
	22 June	<i>Ordinary Meeting, USC</i>
Cr B Crouch	1 June	<i>Roads Conference, Sydney</i>
	4 June	<i>Tender Committee Abington Bridge, USC</i>
	9 June	<i>Councillor Briefing Session (CBS), USC</i>
	15 June	<i>Standing Committee Meetings, USC</i>
	22 June	<i>Opening of Community Recycling Centre (CRC), Landfill, Uralla Fit for the Future Submission Meeting, USC Ordinary Meeting, USC</i>
Cr M Dusting	25 May	<i>Ordinary Meeting, USC</i>
	9 June	<i>Councillor Briefing Session (CBS), USC</i>
	15 June	<i>Standing Committee Meeting, USC</i>
	17 June	<i>New England Weeds County Council, Armidale</i>
	22 June	<i>Opening of Community Recycling Centre (CRC), Landfill, Uralla Councillor Discussion, USC Fit for the Future Submission Meeting, USC Ordinary Meeting, USC</i>
Cr K Dusting	25 May	<i>Ordinary Meeting, USC</i>
	9 June	<i>Councillor Briefing Session (CBS), USC</i>
	10 June	<i>Grace Munro Auxilliary, Bundarra Central Northern Regional Library Meeting, Tamworth</i>
	15 June	<i>Standing Committee Meeting, USC</i>
	22 June	<i>Opening of Community Recycling Centre (CRC), Landfill, Uralla Councillor Discussion, USC Fit for the Future Submission Meeting, USC Ordinary Meeting, USC</i>

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DELEGATE REPORTS (continued)

Councillor	Activity Date:	Activity Detail:
Cr L Cooper		<i>No written report submitted.</i>
Cr K Ward	9 June	<i>Councillor Briefing Session (CBS), USC</i>
	15 June	<i>Standing Committee Meetings, USC</i>
	19 June	<i>Environmentors Program Delivery, Kentucky Public School</i>
	22 June	<i>Opening of Community Recycling Centre (CRC), Landfill, Uralla Councillor Discussion, USC Fit for the Future Submission Meeting, USC Ordinary Meeting, USC</i>
Cr I Strutt	27 May	<i>March –past of Schools at Small Schools Sports Carnivals – Delegate for Mayor, Uralla</i>
	4 June	<i>Community Support Expo – Mediare Local, Uralla Councillor’s Chat, Uralla</i>
	9 June	<i>Councillor Briefing Session (CBS), USC Funeral of Mr Bill Geldof, Uralla</i>
	15 June	<i>Uralla Rotary Club, Change over dinner, Uralla</i>
	17 June	<i>Arts, Culture, & Creativity, Community Consultation Panel, Uralla</i>
	18 June	<i>Environmentors Program Delivery, Uralla Central School, Uralla</i>
	19 June	<i>Environmentors Program Delivery, Uralla Central School, Uralla</i>
	22 June	<i>Opening of Community Recycling Centre (CRC), Landfill, Uralla Councillor Discussion, USC Fit for the Future Submission Meeting, USC Ordinary Meeting, USC</i>
Cr M Pearce	26 May	<i>Administration & Correspondence, USC</i>
	27 May	<i>2AD Radio Interview, USC Administration & Correspondence, USC</i>
	28 May	<i>Administration & Correspondence, USC</i>
	29 May – 11 June	<i>LEAVE OF ABSENCE</i>
	12 June	<i>Northern Inland Regional Waste (NIRW), Extraordinary Meeting, USC Update with GM</i>
	13 June	<i>Administration & Correspondence, USC</i>
	14-18 June	<i>National Gneral Assembly (NGA), Canberra</i>
	19 June	<i>Administration & Correspondence, USC</i>
	22 June	<i>Opening of Community Recycling Centre (CRC), Landfill, Uralla Councillor Discussion, USC Fit for the Future Submission Meeting, USC Ordinary Meeting, USC</i>

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13. MAYORAL MINUTE - Nil

14. RECOMMENDATIONS FOR ITEMS TO BE CONSIDERED IN CONFIDENTIAL SECTION

Department: Infrastructure and Regulation
Submitted by: Director Infrastructure and Regulation
Reference: 2.15.06.14
Subject: Abington Creek Bridge Tender

This report is presented to the CLOSED section of the June 2015 Environment, Development and Infrastructure meeting under section 10A (2[d (ii)]) of the Local Government Act (NSW) 1993.

A council, or a committee of the council of which all the members are councillors, may close to the public so much of its meeting as comprises:

- (a) the discussion of any of the matters listed in subclause (2), or
- (b) the receipt or discussion of any of the information so listed.

(2) The matters and information are the following:

- (d) commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it

4.06/15 MOVED/ CARRIED (Crs K Ward / B Crouch)

Council moved to hear the above item in Closed Session of the Meeting.

15. REPORTS FROM THE GENERAL MANAGER

Department: General Managers Office
Submitted by: General Manager
Reference: Item 1
Subject: Adoption of revised Community Strategic Plan, Delivery Program, Long Term Financial Plan, Workforce Management Strategy and 2015-16 Operational Plan

5.06/15 MOVED/ CARRIED (Crs B Crouch / K Dusting)

That:

1. Alter the Fees and Charges Schedule contained in the Operational Plan for the following items:
 - a. The fees for Section 603 certificates be adjusted to \$70;
 - b. The interest on outstanding accounts be adjusted to 8.5%;
2. Adopt the revised Community Strategic Plan;
3. Adopt the revised Delivery Program;
4. Adopt the Long Term Financial Plan;
5. Adopt the Workforce Management Strategy;
6. Adopt the 2015-16 Operational Plan including Revenue Policy and Fees and Charges Schedule; and
7. Make and levy all of the rates, fees and charges for the 2015-16 financial year, as detailed in the Revenue Policy and Schedule of Fees and Charges sections of the 2015-16 Operational Plan.

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- Department:** General Managers Office
Submitted by: General Manager
Reference: Item 2
Subject: Final submission– Fit for the Future (FFTF) Program
- 6.06/15 **MOVED/ CARRIED (Crs K Ward / M Dusting)**
That:
1. The attached submission for Uralla Shire Council as required under the NSW Government's Fit for the Future program be received and endorsed; and
 2. The submission, with any necessary amendments from the General Manager, be lodged with the Independent Pricing and Regulatory Tribunal.

16. REPORTS FROM THE CORPORATE & COMMUNITY COMMITTEE

- Department:** Governance and Information
Submitted by: Rechelle Leahy
Reference: 1.15.05.01
Subject: Access to Council Documents Policy
- 7.06/15 **MOVED/ CARRIED (Crs I Strutt / B Crouch)**
That:
1. The Access to Council Documents Policy is adopted by Council.

- Department:** Governance and Information
Submitted by: Rechelle Leahy
Reference: 1.15.05.02
Subject: Complaints Handling Policy
- 8.06/15 **MOVED/ CARRIED (Crs F Geldof / M Dusting)**
That:
1. The Complaints Handling Policy is adopted by Council.
 2. The statistics of the types of complaints be reported to Council.

Department: General Managers Office
Submitted by: General Manager
Reference: 1.15.05.03
Subject: Remuneration for Councillors and the Mayor 2015-16

- PROCEDURAL MOTION**
Move to the Committee of the Whole
- 9.06/15 **MOVED/CARRIED(Crs K Ward / M Dusting)**
That Council moves to the Committee of the Whole to discuss the Remunerations for Councillors and the Mayor 2015-16.
Councillors held a detail discussion in relation to the aforementioned Report and Recommendations.

- PROCEDURAL MOTION**
Resumption of Standing Orders
- 10.06/15 **MOVED/CARRIED (Crs M Dusting/B Crouch)**
That Council resumes Standing Orders.

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11.06/15 MOVED/ CARRIED (Crs K Ward / M Dusting)

That:

1. The report and determination of the New South Wales Remuneration Tribunal 2015 be noted;
2. Council increase the fees payable to Councillors by 2.5% per annum effective from 1 July 2015 to 30 June 2016; and
3. Council increase the fee payable to the Mayor by 2.5% per annum effective from 1 July 2015 to 30 June 2016.

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

Department: Infrastructure & Regulation
Submitted by: Manager of Town Planning & Regulation
Reference: 2.15.06.01
Subject: Heritage Advisory Annual Report

12.06/15 MOVED/ CARRIED (Crs B Crouch / I Strutt)

That the 2014/2015 Heritage Advisory Annual Report be received and noted.

Department: Infrastructure & Regulation
Submitted by: Manager of Town Planning and Regulation
Reference: 2.15.06.02
Subject: Food Shop Annual Inspection Program Results

13.06/15 MOVED/ CARRIED (Crs I Strutt / B Crouch)

That Council notes the Food Activity Annual Inspection Program results for 2014/15.

Department: Infrastructure & Regulation
Submitted by: Manager of Town Planning and Regulation
Reference: 2.15.06.03
Subject: Development Approvals and Refusals for May 2015

14.06/15 MOVED/ CARRIED (Crs F Geldof / L Cooper)

That the development approvals and refusals for May 2015 be received and noted.

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Department: Infrastructure & Regulation
Submitted by: Manager Town Planning & Regulation
Reference: 2.15.06.04
Subject: Amend Uralla Local Environmental Plan - Uralla Flood Planning Map – Division Decision

15.06/15 MOVED/ CARRIED (Crs K Ward / F Geldof)

That:

1. *The Uralla Local Environmental Plan 2012* be amended to include an additional Flood Planning Map in the *Uralla Local Environmental Plan 2012* that identifies land within a “flood planning area” derived from the Rocky and Uralla Creeks Flood Study.
2. Council forwards the amendment to the *Uralla Local Environmental Plan 2012* to Parliamentary Counsel Office to:
 - a) Make arrangements for drafting of the necessary instrument under section 59(1) of the Environmental Planning & Assessment Act 1979, and
 - b) Obtain an Opinion from which the plan can be made.
3. The General Manager be given delegated authority to:
 - a) Make any minor alterations requested by Parliamentary Counsel, and
 - b) To exercise Council’s delegation to exercise the functions of the Minister for Planning and Infrastructure under section 59 of the *Environmental Planning & Assessment Act 1979* as per the instrument of delegation dated 14 October 2012.

A Division Decision was called and the result was as follows:

FOR: Councillors, M Pearce (Mayor), B Crouch, L Cooper, K Dusting, M Dusting, D Field, F Geldof, I Strutt, K Ward,

AGAINST: Nil

ABSENT: Nil

Department: Infrastructure & Regulation
Submitted by: Manager Town Planning & Regulation
Reference: 2.15.06.05
Subject: Amend Uralla Local Environmental Plan - Boundary Adjustment Clause and Rural Detached Dual Occupancy Dwellings – Division Decision

16.06/15 MOVED/ CARRIED (Crs B Crouch / L Cooper)

That:

1. The *Uralla Local Environmental Plan 2012* be amended:
 - a) To include the ‘standard’ LEP rural and environmental boundary adjustment clause.
 - b) To expand permissible uses within rural and environmental zones to include detached dual occupancies with certain restrictions within the RU1, RU2, E3 and E4 Zones while ensuring that they remain in close proximity to the primary dwelling, share the same access and remain on the same title.
2. Forward this amendment to the *Uralla Local Environmental Plan 2012* to the Parliamentary Counsel Office to:
 - a) Make arrangements for drafting of the necessary instrument under section 59(1) of the Environmental Planning & Assessment Act 1979, and

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- b) Obtain an Opinion from which the plan can be made.
3. The General Manager be given delegated authority to:
- a) Make any minor alterations requested by Parliamentary Counsel, and
- b) To exercise Council's delegation to exercise the functions of the Minister for Planning and Infrastructure under section 59 of the *Environmental Planning & Assessment Act 1979* as per the instrument of delegation dated 14 October 2012.

A Division Decision was called and the result was as follows:

FOR: Councillors, M Pearce (Mayor), B Crouch, L Cooper, K Dusting, M Dusting, D Field, F Geldof, I Strutt, K Ward,

AGAINST: Nil

ABSENT: Nil

Department: Infrastructure & Regulation
Submitted by: Director Infrastructure & Regulation
Reference: 2.15.06.06
Subject: Works Progress Report to 1 June 2015
17.06/15 **MOVED/ CARRIED (Crs I Strutt / L Cooper)**
That the report be received and noted for the works completed or progressed during May 2015.

Department: Infrastructure & Regulation
Submitted by: Director Infrastructure & Regulation
Reference: 2.15.06.07
Subject: Works Planning Report June 2015
18.06/15 **MOVED/ CARRIED (Crs L Cooper / B Crouch)**
That the report detailing the works planned for June 2015 be received and noted.

Department: Infrastructure and Regulation
Submitted by: Director Infrastructure and Regulation
Reference: 2.15.06.08
Subject: Waste Conference 2015
19.06/15 **MOVED/ CARRIED (Crs F Geldof / I Strutt)**
That the report from the 2015 Waste Conference be received and noted.

Department: Infrastructure and Regulation
Submitted by: Director of Infrastructure and Regulation
Reference: 2.15.06.09
Subject: Actions 1 and 2, Environmental Management, 2014-2015 Annual Operational Plan
20.06/15 **MOVED/ CARRIED (Crs I Strutt / F Geldof)**
That the report be received and noted.

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MOTION

Comfort Adjournment

21.06/15 MOVED/ CARRIED (Crs M Dusting / L Cooper)

That Council break for a 10 minute Comfort Adjournment at 2:53pm.

The Meeting resumed at 3:03pm.

Department: Infrastructure and Regulation

Submitted by: Director of Infrastructure and Regulation

Reference: 2.15.06.10

Subject: Completion of Actions in the 2014-2015 Annual Operational Plan

22.06/15 MOVED/ CARRIED (Crs F Geldof / B Crouch)

That the report on the completion of actions in the 2014-15 Annual Operational Plan be received and noted.

Cr Crouch left the room at 3:07pm having earlier declared a non-pecuniary interest in the following item.

Department: Infrastructure and Regulation

Submitted by: Director of Infrastructure and Regulation

Reference: 2.15.06.11

Subject: Naming of "Emu Crossing" Bridge

PROCEDURAL MOTION

Move to the Committee of the Whole

23.06/15 MOVED/CARRIED (Crs K Dusting / L Cooper)

That Council moves to the Committee of the Whole to discuss the Naming of "Emu Crossing" Bridge.

Councillors held a detailed discussion in relation to the aforementioned Report and Recommendations.

PROCEDURAL MOTION

Resumption of Standing Orders

24.06/15 MOVED/CARRIED (Crs L Cooper/M Dusting)

That Council resumes Standing Orders.

25.06/15 MOVED/ CARRIED (Crs F Geldof / K Dusting)

That:

Council advertise for public comments on the naming of two bridges due for completion in 2015, the bridge at Emu Crossing and the bridge over Abington Creek.

It is noted that Cr B Crouch was not present for this resolution.

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Department: Infrastructure and Regulation
Submitted by: Director of Infrastructure and Regulation
Reference: 2.15.06.12
Subject: Uralla Local Traffic Committee

26.06/15 **MOVED/ CARRIED (Crs I Strutt / L Cooper)**

That:

- (i) Traffic calming in Uralla's CBD- Council staff prepare a report for the next Traffic Committee
- (ii) Plane Avenue – Speed review – That Council staff place a traffic classifier at the 50/100 signage to determine 85th percentile speed and AADT; note that does not meet warrant for extension of 50km/hr zone; and erect Pedestrian warning signs at either end of Plane Avenue
- (iii) Request for automatic speed board at Kentucky- That Council place a traffic classifier near 40km/hr school sign& erect 4 x 50km/hr advance warning signs for Kentucky Village.
- (iv) Bundarra Central School – that Council arranges signage for bus zones and “no parking” zone.
- (v) Kingstown Road – that Council reviews the size of the Cemetery warning sign and investigates additional parking in Quartz Gully Road
- (vi) Corner of Bridge Street/ East Street- relocate “no stopping” sign to south of access to 158 Bridge Street.

Department: Infrastructure & Regulation
Submitted by: Manager Town Planning & Regulation
Reference: 2.15.06.13
Subject: GATEWAY DETERMINATION: Planning Proposal – D & J Heagney - Part Lot 12 DP 529709 – Rowan Avenue, Uralla – Division Decision

27.06/15 **MOVED/ CARRIED (Crs F Geldof / K Ward)**

That:

1. the Planning Proposal seeking to amend the Zoning and Minimum Lot Size maps applicable to Part Lot 12 DP 529709 be forwarded to NSW Planning and Environment for a Gateway Determination;
2. the General Manager be given delegated authority to make any minor alterations requested by NSW Planning and Environment;
3. the Planning Proposal is advertised as per the provisions of Section 57 of the *Environmental Planning & Assessment Act, 1979* once a Gateway Determination has been issued; and
4. Council advise the NSW Department of Planning & Environment that it does not wish to have delegated authority to make the amendment due to possible conflict of interest due to Council purchasing the residue Part Lot 12 DP 529709 encompassing the IN2 Light Industrial zoning.

A Division Decision was called and the result was as follows:

FOR: Councillors, M Pearce (Mayor), B Crouch, L Cooper, K Dusting, M Dusting, D Field, F Geldof, I Strutt, K Ward,

AGAINST: Nil

ABSENT: Nil

18. MOTIONS ON NOTICE – Nil

19. SCHEDULE OF ACTIONS

Presented to Council as at 17 June 2015.

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20. CONFIDENTIAL BUSINESS - CLOSED SESSION OF COUNCIL

MEETING PROCEDURE

Move to Closed Session

- 28.06/15 **MOVED/ CARRIED (Crs M Dusting / B Crouch)**
That Council move into Closed Session.

This report is presented to the **CLOSED** section of the Council Meeting 22 June 2015 meeting under section 10A (2di) of the Local Government Act (NSW) 1993.

A council, or a committee of the council of which all the members are councillors, may close to the public so much of its meeting as comprises:

- (a) the discussion of any of the matters listed in subclause (2), or
- (b) the receipt or discussion of any of the information so listed.

(2) The matters and information are the following: [delete non-relevant clauses]

(d) commercial information of a confidential nature that would, if disclosed:

- (i) prejudice the commercial position of the person who supplied it, or

MEETING PROCEDURE

Move out of Closed Session

- 30.06/15 **MOVED/ CARRIED (Crs B Crouch / M Dusting)**
That Council move out of Closed Session and return to Open Session..

21. AUTHORITY TO AFFIX THE COMMON SEAL - Nil

22. CLOSURE OF MEETING

There being no further business, the Chair declared the meeting closed at: 4:20pm