



## URALLA SHIRE COUNCIL BUSINESS PAPER

Notice is hereby given, in accordance with the provision of the Local Government Act 1993 that a **Meeting of Uralla Shire Council** will be held in the **Council Chambers, 32 Salisbury Street, Uralla**, commencing at **1:00pm**.

### ORDINARY COUNCIL MEETING

**27 September 2016**

**Andrew Hopkins**  
**GENERAL MANAGER**



1.	AGENDA .....	3
2.	CONFIRMATION OF MINUTES.....	5
3.	TABLING OF REPORTS & PETITIONS.....	28
4.	URGENT SUPPLEMENTARY & LATE ITEMS OF BUSINESS .....	28
5.	WRITTEN REPORTS FROM DELEGATES .....	28
6.	PRESENTATIONS.....	28
7.	DEPUTATIONS .....	28
8.	MAYORAL MINUTE.....	28
9.	REPORTS FROM THE GENERAL MANAGER .....	29
10.	CORPORATE & COMMUNITY REPORTS .....	45
11.	ENVIRONMENT, DEVELOPMENT & INFRASTRUCTURE REPORTS .....	52
12.	MOTIONS ON NOTICE .....	110
13.	SCHEDULE OF COUNCIL RESOLUTIONS.....	112
14.	CONFIDENTIAL BUSINESS.....	132
15.	AUTHORITY TO AFFIX THE COMMON SEAL .....	132

## 1. AGENDA



### - BUSINESS AGENDA - Ordinary Meeting of Council 27 September 2016, 1:00pm

Opening & Welcome

Prayer

Acknowledgement of Country Apologies/

Requests for Leave of Absence

Disclosures & Declaration of Interests

1. Confirmation of Minutes of Previous Meeting
2. Announcements
3. Tabling of Reports & Petitions
4. Presentations
5. Deputations
6. Urgent Supplementary & Late Items of Business
7. Written Reports from Delegates
8. Mayoral Minute

**Recommendations for Items to be Considered in Confidential Section - Nil**

#### 9. Reports from the General Manager

Item 1	'Hit the Ground Running' Councillor Workshops.
Item 2	Election of Mayor
Item 3	Election of Deputy Mayor
Item 4	Council and Committee Meetings – 2016/17 Annual Schedule
Item 5	Standing, External, Specific Purpose and Consultative Panel Delegates 2016-17
Item 6	Local Government NSW Annual Conference
Item 7	National Local Roads and Transport Congress

#### 10. Corporate & Community Reports

1.20.09.01	Cash at Bank and Investments
1.20.09.02	In – Kind Request for assistance – Pop-Up Cinema November 2016

#### 11. Environment, Development & Infrastructure Reports

2.20.09.01	Development Approvals and Refusals for August 2016
2.20.09.02	Works Progress Report as at 31 August 2016
2.20.09.03	Development Application 8-2016-2 Modification – 13 Stringybark Ridge Road, Invergowrie - Subdivision
2.20.09.04	Development Application 43-2016 – 1 Wilkens Street, Uralla - Subdivision

**12. Motions on Notice**

<b>Motion</b>	<b>Title</b>
<b>Item 1</b>	<b>Extension of the 80km speed limit on Barleyfields Road</b>

**Item 2**            **Visitor Information Centre**

**13. Schedule of Actions – As at 12/09/2016**

**14. Confidential Business - Nil**

**15. Authority to Affix the Common Seal - Nil**

**16. Meeting Close**

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**[www.uralla.nsw.gov.au](http://www.uralla.nsw.gov.au)**

## **2. CONFIRMATION OF MINUTES**

**Minutes to be confirmed or received and noted at Council Meeting held on 22 August 2016**

- Council Meeting held 22 August 2016
- Extraordinary Council Meeting 2 September 2016

## ORDINARY MEETING OF COUNCIL

**Held at 1:00pm  
On 22 August 2016**

### ROLL CALL

**Councillors:**

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

**Staff:**

Mr A Hopkins, General Manager  
Mr R Lloyd, 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 22 August 2016

Resolution  
Number

---

TABLE OF CONTENTS

1. OPENING & WELCOME .....	3
2. CONFIRMATION OF MINUTES OF PREVIOUS MEETING .....	3
3. TABLING OF REPORTS & PETITIONS .....	4
4. URGENT SUPPLEMENTARY & LATE ITEMS OF BUSINESS .....	4
5. PRESENTATIONS.....	4
6. DEPUTATIONS .....	4
8. MAYORAL MINUTE .....	7
9. REPORTS FROM THE GENERAL MANAGER.....	10
10. REPORTS FROM THE CORPORATE & COMMUNITY COMMITTEE.....	11
11. REPORTS FROM THE ENVIRONMENT, DEVELOPMENT & INFRASTRUCTURE COMMITTEE.....	14
13. SCHEDULE OF ACTIONS .....	16
14. CONFIDENTIAL BUSINESS .....	17
15. AUTHORITY TO AFFIX THE COMMON SEAL .....	17
16. CLOSURE OF MEETING .....	17

# Minutes of the Uralla Shire Council at an Ordinary Meeting held at 1:00pm on 22 August 2016

*The Meeting Commenced at: 1:00pm*

## ATTENDANCE

Present were the Chairperson Cr M Pearce (Mayor), Cr B Crouch (Deputy Mayor) and Councillors, M Dusting, D Field, F Geldof, I Strutt, K Ward, L Cooper, General Manager (Mr A Hopkins), Acting General Manager (Mr G Cowan), Acting Director-Infrastructure & Regulation (Mr R Lloyd), Chief Financial Officer (Mr S Paul), Governance and Information Manager (Mrs R Leahy), Planning Contractor (Ms E Cumming), Minute Clerk (Mrs D Williams).

## 1. OPENING & WELCOME

### PRAYER

### ACKNOWLEDGEMENT TO COUNTRY

## APOLOGIES/REQUESTS FOR LEAVE OF ABSENCE

*There were no apologies or leave of absence requests.*

## ADVICE OF LATE ARRIVALS

*There were no Late Arrivals advised.*

## DISCLOSURES & DECLARATION OF INTERESTS

Name	Report No.	Pecuniary/Non-Pecuniary Interest	Nature of Interest
Cr L Cooper	1.15.08.03	Non-pecuniary	As coordinator of Thunderbolts Festival, a festival which also seeks support from Council.

## 2. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

### Ordinary Meeting of 25 July 2016

01.08/16 **MOVED/ CARRIED (Crs M Dusting/B Crouch)**

That the Minutes of the:

- Council Meeting held 25 July 2016
- Council Meeting held 25 July 2016 – Closed Session
- Extraordinary Council Meeting held 18 July 2016
- Extraordinary Council Meeting held 18 July 2016 – Closed Session

(copies have been circulated to members) be adopted as a true and correct record of proceedings.

## ANNOUNCEMENTS

Address from the Mayor. Councillors, I would like to draw your attention to resolution number 27.07/16, from the Closed Session of the Ordinary Council Meeting held 25 July 2016, which deals with the report and recommendation of the Code of Conduct Reviewer.

**The Council resolution required councillors K Ward and L Cooper to acknowledge the findings of the breach of the Model Code and also give an undertaking to Council that they will avoid similar breaches in future;**

**And give an undertaking that they will not make any comments regarding the complaint and the outcome or the Code of Conduct process publicly including to the media;**



Council Business Paper - 27 September 2016  
Minutes of the Uralla Shire Council at an Ordinary Meeting  
held at 1:00pm on 22 August 2016

Resolution  
Number

---

**And that this action be taken before the 22 August 2016.**

I have to advise the Council that following the Council meeting I wrote to both councillors advising them of the Council resolutions.

Clr Ward and Clr Cooper have both since given the undertakings referred to above in writing.

### **3. TABLING OF REPORTS & PETITIONS**

Namoi ROC – Minutes from meeting held 4 August 2016 were tabled.

### **4. URGENT SUPPLEMENTARY & LATE ITEMS OF BUSINESS**

- Supplementary Information in relation to Report 2.15.08.05, including additional recommendation to Council.

#### **Procedural Motion**

**02.08/16 MOVED (Crs I Strutt/D Field)**

To hear Supplementary Information in conjunction with Report 2.15.08.07

### **5. PRESENTATIONS**

There were no presentations to Council.

### **6. DEPUTATIONS**

There were no presentations to Council.

### **7. REPORTS FROM DELEGATES**

#### **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:-*

#### **Cr B Crouch**

DATE	COMMITTEE/MEETING/EVENT	LOCATION
15/08/2016	Environment, Development and Infrastructure Committee	Uralla
15/08/2016	Corporate and Community Committee	Uralla
22/08/2016	Ordinary meeting of Council	Uralla

#### **Cr I Strutt**

DATE	COMMITTEE/MEETING/EVENT	LOCATION
04/08/2016	Namoi Councils Meeting (observer)	Uralla
15/08/2016	Environment, Development and Infrastructure Committee (observer)	Uralla
15/08/2016	Corporate and Community Committee	Uralla
22/08/2016	Ordinary meeting of Council	Uralla

#### **Cr D Field**

DATE	COMMITTEE/MEETING/EVENT	LOCATION
25/07/2016	Ordinary Council Meeting	Uralla
8/08/2016	Candidate Information Evening	Uralla
15/08/2016	Corporate and Community Committee	Uralla

This is Page 4 of the Minutes of Uralla Shire Council at an Ordinary Meeting of Council held on 22 August 2016

**Minutes of the Uralla Shire Council at an Ordinary Meeting  
held at 1:00pm on 22 August 2016**

Resolution  
Number \_\_\_\_\_

**Cr K Ward**

DATE	COMMITTEE/MEETING/EVENT	LOCATION
15/08/2016	Environment, Development and Infrastructure Committee	Uralla
15/08/2016	Corporate and Community Committee	Uralla

**Cr F Geldof**

DATE	COMMITTEE/MEETING/EVENT	LOCATION
22/08/2016	Ordinary Council Meeting	Uralla

**Cr M Dusting**

DATE	COMMITTEE/MEETING/EVENT	LOCATION
28/08/2016	Armidale Car Museum	Armidale
	Jobs Australia	Armidale
08/08/2016	Candidate Information Evening	Uralla
09/08/2016	Northern Regional Weeds Committee	Glen Innes
10/08/2016	Food Handling Course	Uralla
13/08/2016	90 CWA Luncheon	Bundarra
15/08/2016	Council Standing Committee	Uralla
18/08/2016	Armidale Car Museum	Armidale

**Cr L Cooper**

DATE	COMMITTEE/MEETING/EVENT	LOCATION
27/08/2016	Rodeo Meeting for Thunderbolts Festival	Top Pub
28/07/2016	Jobs Australia Meeting	Armidale
08/08/2016	Candidate Information Evening	Uralla
12/08/2016	Thunderbolt Festival Meeting	Bottom Pub
22/08/2016	Council Meeting	Uralla

**Cr M Pearce**

DATE	COMMITTEE/MEETING/EVENT	LOCATION
26/7/16	Mayor's Office - Admin	Uralla
28/7/16	Mayor's Office - Admin	Uralla
1/8/16	Mayors Office - Admin	Uralla
2/8/16	Rural Fire Service -Local Government Forum	Armidale
3/8/16	Meeting with Local Government Minister at Parliament House, Sydney	Sydney
4/8/16	Namoi Council Meeting, Mayors Office - Admin Uralla Hospital Auxiliary Meeting/AGM	Uralla
5/8/16	Mayors Office Admin	Uralla
8/8/16	OLG/Dept of Premier & Cabinet Joint Organisation meeting with Local Government representatives	Bingara
9/8/16	Mayors Office. Admin	Uralla
10/8/16	Mayor's Office – Admin 2AD	Uralla
10/8/16	Food Management Training Seminar	Uralla
11/8/16	Mayor's Office - Admin	Uralla
12/8/16	McMaugh Gardens Olympic Games	Uralla

This is Page 5 of the Minutes of Uralla Shire Council at an Ordinary Meeting of Council held on 22 August 2016

Minutes of the Uralla Shire Council at an Ordinary Meeting  
held at 1:00pm on 22 August 2016

Resolution  
Number

	Uralla -v- Walcha	
13/8/16	Bundarra CWA 90 year Anniversary	Bundarra
<b>DATE</b>	<b>COMMITTEE/MEETING/EVENT</b>	<b>LOCATION</b>
15/8/16	Mayors Office. Admin Standing Committee Meetings x 2	Uralla
16/8/16	Mayor's Office - Admin	Uralla
17/8/16	Community Safety Precinct Committee Meeting CSPC	Armidale
18/8/16	Mayor's Office - Admin Uralla Cancer Support Group Meeting.	Uralla
22/8/16	Mayor's Office - Admin Welcome new General Manager. August Council Meeting.	Uralla.

Minutes of the Uralla Shire Council at an Ordinary Meeting  
held at 1:00pm on 22 August 2016

Resolution  
Number

---

**8. MAYORAL MINUTE**

There was no Mayoral Minute.

- 03.08/16**      **Procedural Motion**  
**MOVED (B Crouch/M Dusting)**  
Motion to move from standing orders and hear Item 2.15.08.05 and 2.15.08.06 as a member of the public with an interest in these items was present in the gallery.

<b>Department:</b>	Infrastructure & Regulation – DIVISION DECISION
<b>Submitted by:</b>	Consultant Town Planner
<b>Reference:</b>	2.15.08.5
<b>Subject:</b>	DA-27-2012-3 S96 (2) Modification of Development Consent. Staged 42 Lot low density residential subdivision – 114 Barleyfields Road Uralla – Applicant – T & S Bower

- 04.08/16**      **Procedural Motion – Move to Committee of the Whole**  
**MOVED (B Crouch/L Cooper)**  
Motion to move to the Committee of the Whole to allow councillors to discuss in detail, Report 2.15.08.05.

- 05.08/16**      **Procedural Motion – Move out of Committee of the Whole**  
**MOVED (B Crouch/F Geldof)**  
Motion to move out of Committee of the Whole.

Council Business Paper - 27 September 2016  
Minutes of the Uralla Shire Council at an Ordinary Meeting  
held at 1:00pm on 22 August 2016

Resolution  
Number

---

6.08/16

**MOVED (Crs B Crouch/M Dusting)**

**DIVISION DECISION**

**For:** D Field, F Geldof, B Crouch, M Dusting, M Pearce, I Strutt, K Ward, L Cooper

**Against:** Nil

**Absent:** Nil

**COUNCIL RESOLUTION:**

That Council:

1. Approve the Development Application Modification of Consent DA 27-2012-3 subject to the 51 conditions in the report to Council;
2. Approve the Development Application Modification of Consent DA 27-2012-3 including the modified condition 25 being:

*25. MODIFIED*

*Stage A Development Lots*

*New access crossings are required for proposed Lots 1 to 7, consisting of 4 metre wide gravelled dish crossings, bitumen sealed from the edge of the existing bitumen to the boundary of each proposed development Lot. Further the access handle for Lots 3 and 6 are to be bitumen sealed for its full length. All works are to be constructed to a standard approved by the Director of Infrastructure and Regulation at the expense of the developer.*

3. Add an additional requirement to Condition 34 so that it reads as follows:

*34. MODIFIED*

*Stage B Residential Lots – Bus Shelter/Pedestrian Walkway & Firetrail*

*Provision is to be made for a bus shelter within the development. The type and location is approved by the Director of Infrastructure & Regulation at the expense of the developer, prior to installation.*

*A pedestrian walkway being 6 metres wide with a 2 metre concrete footpath is to be provided between proposed lots 45 and 65 and is to be constructed at the time of development of development lots 6 and 7. The construction is to be to a standard approved by the Director of Infrastructure & Regulation and at the expense of the developer. The pedestrian walkway is to be dedicated to Council and is to serve a dual purpose of pedestrian walkway and firetrail.*

**COMMITTEE'S RECOMMENDATION:**

That Council:

Approve the Development Application Modification of Consent DA 27-2012-3 subject to the conditions in the report to Council.

**OFFICER'S RECOMMENDATION:**

That Council:

Approve the Development Application Modification of Consent DA 27-2012-3 subject to the following conditions.

Minutes of the Uralla Shire Council at an Ordinary Meeting  
held at 1:00pm on 22 August 2016

Resolution  
Number

---

<b>Department:</b>	Infrastructure & Regulation – DIVISION DECISION
<b>Submitted by:</b>	Acting Director of Infrastructure & Regulation
<b>Reference:</b>	2.15.08.6
<b>Subject:</b>	Uralla Development Control Plan 2011 Amendment No 4

07.08/16

**MOVED (Crs D Field/F Geldof)**

**DIVISION DECISION**

**For:** D Field, F Geldof, B Crouch, M Disting, M Pearce, I Strutt, K Ward, L Cooper

**Against:** Nil

**Absent:** Nil

**COUNCIL RESOLUTION:**

That Council:

1. Endorse the draft Chapter 17 'Barleyfields' of the Uralla Development Control Plan 2011 for public exhibition for a period of no less than 28 days; and
2. Give the General Manager delegated authority to adopt the Uralla Development Control Plan 2011 as amended if no submissions are received.

**COMMITTEE'S RECOMMENDATION:**

That Council:

1. Endorse the draft Chapter 17 'Barleyfields' of the Uralla Development Control Plan 2011 for public exhibition for a period of no less than 28 days; and
2. Give the General Manager delegated authority to adopt the Uralla Development Control Plan 2011 as amended if no submissions are received.

**OFFICER'S RECOMMENDATION:**

That Council:

1. Endorse the draft Chapter 17 'Barleyfields' of the Uralla Development Control Plan 2011 for public exhibition for a period of no less than 28 days; and
2. Give the General Manager delegated authority to adopt the Uralla Development Control Plan 2011 as amended if no submissions are received.

08.08/16

**Procedural Motion – Resume Standing Orders**

**MOVED (B Crouch/F Geldof)**

Motion to resume standing orders and return to the General Manager's Reports to Council, Item 1.

Council Business Paper - 27 September 2016  
Minutes of the Uralla Shire Council at an Ordinary Meeting  
held at 1:00pm on 22 August 2016

Resolution  
Number

---

## 9. REPORTS FROM THE GENERAL MANAGER

<b>Department:</b>	Organisational Services – Finance
<b>Submitted by:</b>	Chief Financial Officer
<b>Reference:</b>	Item 1
<b>Subject:</b>	Adoption of draft Long Term Financial Plan 2017-26

- 09.08/16**      **Procedural Motion - Move to Committee of the Whole**  
**MOVED (K Ward/ M Dusting)**  
Motion to move to the Committee of the whole to allow councillors to discuss in detail, Item 1 of the General Manager's Reports.
- 10.08/16**      **Procedural Motion - Resume Standing Orders**  
**MOVED (F Geldof/I Strutt)**  
Motion to move out of committee of the whole.
- 11.08/16**      **MOVED (Crs I Strutt/D Field)**  
**COUNCIL RESOLUTION:**  
That Council:  
1.      **Adopt the draft Long Term Financial Plan 2017-2026**
- OFFICER'S RECOMMENDATION:  
That Council:  
1.      Adopt the draft Long Term Financial Plan 2017-2026.

<b>Department:</b>	General Manager's Office
<b>Submitted by:</b>	General Manager
<b>Reference:</b>	Item 2
<b>Subject:</b>	General Manager Delegations – Mr A Hopkins

- 12.08/16**      **MOVED (Crs F Geldof/B Crouch)**  
**COUNCIL RESOLUTION:**  
1.      That: In accordance with Section 377 of the Local Government Act 1993 Council Delegate the Functions of Council identified in the report to Council, to the General Manager, Mr Andrew Hopkins, on and from 22 August 2016.
- OFFICER'S RECOMMENDATION  
1.      That in accordance with Section 377 of the Local Government Act 1993 Council Delegate the Functions of Council identified below to the General Manager, Mr Andrew Hopkins, on and from 22 August 2016.

Minutes of the Uralla Shire Council at an Ordinary Meeting  
held at 1:00pm on 22 August 2016

Resolution  
Number

---

<b>Department:</b>	General Manager's Office
<b>Submitted by:</b>	General Manager
<b>Reference:</b>	Item 3
<b>Subject:</b>	Community Strategic Plan - End of Term Report

**13.08/16** **MOVED (Crs D Field/ I Strutt)**

**COUNCIL RESOLUTION:**

1. That the end of term report 2012 – 2016 be received and noted.
2. That councillors acknowledge the contribution of staff, current and past, in being able to present to the community a very favourable End of Term Report.

**OFFICER'S RECOMMENDATION**

1. That the end of term report 2012 – 2016 be received and noted.

**10. REPORTS FROM THE CORPORATE & COMMUNITY COMMITTEE**

<b>Department:</b>	Organisational Services - Finance
<b>Submitted by:</b>	Simon Paul – Chief Financial Officer
<b>Reference:</b>	1.15.08.02
<b>Subject:</b>	Cash at Bank and Investments

**14.08/16** **MOVED (Crs I Strutt/M Dusting)**

**COUNCIL RESOLUTION:**

That Council note the cash position as at 31 July, 2016 consisting of cash and overnight funds of \$2,257,656, term deposits of \$8,500,000 totalling \$10,757,656 of readily convertible funds.

**COMMITTEE'S RECOMMENDATION:**

That Council note the cash position as at 31 July, 2016 consisting of cash and overnight funds of \$2,257,656, term deposits of \$8,500,000 totalling \$10,757,656 of readily convertible funds.

**OFFICER'S RECOMMENDATION:**

That Council note the cash position as at 31 July, 2016 consisting of cash and overnight funds of \$2,257,656, term deposits of \$8,500,000 totalling \$10,757,656 of readily convertible funds.



Council Business Paper - 27 September 2016  
Minutes of the Uralla Shire Council at an Ordinary Meeting  
held at 1:00pm on 22 August 2016

Resolution  
Number

---

<b>Department:</b>	Governance & Information and Community & Culture
<b>Submitted by:</b>	Manager Governance and Information
<b>Reference:</b>	1.15.08.02
<b>Subject:</b>	Request for assistance – Uralla Driver Reviver

**15.08/16**      **MOVED (Crs K Ward /D Field )**

**COUNCIL RESOLUTION:**

That Council agree to provide support for Uralla Driver Reviver in the form of a donation of \$1,000 in recognition of the service provided to the community. The donation will be funded from Council's Community Grants Program.

**COMMITTEE'S RECOMMENDATION:**

That Council agree to provide support for Uralla Driver Reviver in the form of a donation of \$1000 in recognition of the service provided to the community. The donation will be funded from Council's Community Grants Program.

**OFFICER'S RECOMMENDATION:**

That Council agree to provide support for Uralla Driver Reviver in the form of:

- (a) Rates assistance;

*Cr L Cooper declared a non-pecuniary interest in the following item and left the room at 3:14pm*

<b>Department:</b>	Governance & Information and Community & Culture
<b>Submitted by:</b>	Manager Governance and Information
<b>Reference:</b>	1.15.08.03
<b>Subject:</b>	In – Kind Request for assistance – Uralla Thunderbolt Rodeo 2016

**16.08/16**      **MOVED (Crs K Ward/B Crouch)**

**Motion was carried. Cr L Cooper was absent for the vote.**

**COUNCIL RESOLUTION:**

**That:**

1. Council provide in-kind support for Uralla Thunderbolt Rodeo in the form of:
  - (a) Water truck for 30 minutes on the morning of 22 October 2016;
  - (b) Loan of barrier mesh, fence posts, witches hats;
  - (c) Loan of wheelie bins, including recycling bins for recycling including the removal of rubbish from the Coachwood and Cedar Hotel (Top Pub) after

**COMMITTEE'S RECOMMENDATION:**

**That:**

1. Council provide in-kind support for Uralla Thunderbolt Rodeo in the form of:
  - (a) Water truck for 30 minutes on the morning of 22 October 2016;
  - (b) Loan of barrier mesh, fence posts, witches hats;
  - (c) Loan of wheelie bins, including recycling bins for recycling including the removal of rubbish from the Coachwood and Cedar Hotel (Top Pub) after

Minutes of the Uralla Shire Council at an Ordinary Meeting  
held at 1:00pm on 22 August 2016

Resolution  
Number

---

OFFICER'S RECOMMENDATION:

That:

1. Council provide in-kind support for Uralla Thunderbolt Rodeo in the form of:
  - (a) Water truck for 30 minutes on the morning of 22 October 2016;
  - (b) Loan of barrier mesh, fence posts, witches hats;
  - (c) Loan of wheelie bins, including recycling bins for recycling including the removal of rubbish from the Coachwood and Cedar Hotel (Top Pub) after the event.

*Cr L Cooper returned to the room at 3:22pm.*

Minutes of the Uralla Shire Council at an Ordinary Meeting  
held at 1:00pm on 22 August 2016

Resolution  
Number

---

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

<b>Department:</b>	Infrastructure & Regulation
<b>Submitted by:</b>	Acting Director Infrastructure & Regulation
<b>Reference:</b>	2.15.08.1
<b>Subject:</b>	Works Progress Report to 31 July 2016

**17.08/16 MOVED (Crs M Disting/D Field)**

**COUNCIL RESOLUTION:**

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

**COMMITTEE'S RECOMMENDATION:**

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

**OFFICER'S RECOMMENDATION:**

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

<b>Department:</b>	Infrastructure & Regulation
<b>Submitted by:</b>	Acting Director Infrastructure & Regulation
<b>Reference:</b>	2.15.08.2
<b>Subject:</b>	Works Planning Report August 2016

**18.08/16 MOVED (Crs I Strutt/F Geldof)**

**COUNCIL RESOLUTION:**

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

**COMMITTEE'S RECOMMENDATION:**

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

**OFFICER'S RECOMMENDATION:**

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

Minutes of the Uralla Shire Council at an Ordinary Meeting  
held at 1:00pm on 22 August 2016

Resolution  
Number

<b>Department:</b>	Infrastructure & Regulation
<b>Submitted by:</b>	Acting Director of Infrastructure & Regulation
<b>Reference:</b>	2.15.08.3
<b>Subject:</b>	Development Approvals and Refusals for July 2016

19.08/16

**MOVED (Crs I Strutt/B Crouch)**

**COUNCIL RESOLUTION:**

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

**COMMITTEE'S RECOMMENDATION:**

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

**OFFICER'S RECOMMENDATION:**

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

<b>Department:</b>	Infrastructure & Regulation
<b>Submitted by:</b>	Acting Director Infrastructure & Regulation
<b>Reference:</b>	2.15.08.4
<b>Subject:</b>	Heritage Advisory Services Summary – August 2016

20.08/16

**MOVED (Crs K Ward/B Crouch)**

**COUNCIL RESOLUTION:**

That the Heritage Advisory Services Summary dated 2 August 2016 be received and noted by Council.

**COMMITTEES RECOMMENDATION:**

That the Heritage Advisory Services Summary dated 2 August 2016 be received and noted by Council.

**OFFICER'S RECOMMENDATION:**

That the Heritage Advisory Services Summary dated 2 August 2016 be received and noted by Council.

<b>Department:</b>	Infrastructure & Regulation
<b>Submitted by:</b>	Acting Director Infrastructure and Regulation
<b>Reference:</b>	2.15.08.7
<b>Subject:</b>	Tenders for Replacement of Bogie Drive Water Truck, Light Tipper Truck, Smooth Drum Roller and Backhoe Loader.

21.08/16

**MOVED (Crs B Crouch/M Dusting)**

**COUNCIL RESOLUTION:**

That:

- (i) Council purchase 1 only Isuzu FVZ 260-300 MWB Auto bogie drive water truck and trade Plant Number 4038 with Peel Valley Trucks and
- (ii) Council purchase 1 only Fuso Canter 815 FEC71 light tipper truck and trade Plant Number 4021 with J.T.Fossey Sales Pty Ltd and
- (iii) Council purchase 1 only Ammann ASC150D smooth drum roller and trade Plant Number 4057 with Conplant Pty Ltd and
- (iv) Council purchase 1 only Caterpillar 432F2 backhoe loader and trade Plant Number 4044 with WestTrac Pty Ltd.

Minutes of the Uralla Shire Council at an Ordinary Meeting  
held at 1:00pm on 22 August 2016

Resolution  
Number

---

COMMITTEE'S RECOMMENDATION:

That:

- (i) Council purchase 1 only Isuzu FVZ 260-300 MWB Auto bogie drive water truck and trade Plant Number 4038 with Peel Valley Trucks and
- (ii) Council purchase 1 only Fuso Canter 815 FEC71 light tipper truck and trade Plant Number 4021 with J.T.Fossey Sales Pty Ltd and
- (iii) Council purchase 1 only Ammann ASC150D smooth drum roller and trade Plant Number 4057 with Conplant Pty Ltd and
- (iv) Council purchase 1 only Caterpillar 432F2 backhoe loader and trade Plant Number 4044 with WestTrac Pty Ltd.

OFFICER'S RECOMMENDATION:

That:

- (i) Council purchase 1 only Isuzu FVZ 260-300 MWB Auto bogie drive water truck and trade Plant Number 4038 with Peel Valley Trucks and
- (ii) Council purchase 1 only Fuso Canter 815 FEC71 light tipper truck and trade Plant Number 4021 with J.T.Fossey Sales Pty Ltd and
- (iii) Council purchase 1 only Ammann ASC150D smooth drum roller and trade Plant Number 4057 with Conplant Pty Ltd and
- (iv) Council purchase 1 only Caterpillar 432F2 backhoe loader and trade Plant Number 4044 with WestTrac Pty Ltd.

**12. MOTIONS ON NOTICE**

22.08/16

**MOVED (M Disting/F Geldof)**

**COUNCIL RESOLUTION:**

That Council commend the Staff along with the Acting General Manager Mr George Cowan, for their efforts in the course of their employment over the last 5 months.

**13. SCHEDULE OF ACTIONS**

As at 17 August 2016.

Minutes of the Uralla Shire Council at an Ordinary Meeting  
held at 1:00pm on 22 August 2016

Resolution  
Number

---

**14. CONFIDENTIAL BUSINESS**

There was no confidential business.

**15. AUTHORITY TO AFFIX THE COMMON SEAL**

There was no authority to affix the common seal to be heard.

**16. CLOSURE OF MEETING**

Meeting closed at 3:48pm

CONFIRMATION OF MINUTES	
RESOLUTION NUMBER	
DATE	
MAYOR, MICHAEL PEARCE	



# MINUTES OF EXTRAORDINARY MEETING OF COUNCIL

**2 September 2016 – 3:00pm**

**Extraordinary Meeting of Council**

## EXTRAORDINARY MEETING OF COUNCIL

---

2 September 2016

<b>ATTENDANCE.....</b>	<b>2</b>
<b>OPENING &amp; WELCOME.....</b>	<b>2</b>
<b>ACKNOWLEDGEMENT TO COUNTRY .....</b>	<b>2</b>
<b>APOLOGIES .....</b>	<b>2</b>
<b>PURPOSE OF THE EXTRAORDINARY MEETING .....</b>	<b>2</b>
<b>CLOSURE OF MEETING.....</b>	<b>4</b>



## EXTRAORDINARY MEETING OF COUNCIL

---

The Extraordinary Meeting Commenced at: 3:00pm

### **ATTENDANCE**

Present were the Chairperson Cr M Pearce (Mayor), Cr B Crouch (Deputy Mayor) and Councillors, D Field, I Strutt, L Cooper, M Dusing, K Ward, General Manager (Mr A Hopkins), Planning Contractor (Ms E Cumming) and Minute Clerk (Mrs D Williams).

### **OPENING & WELCOME**

### **ACKNOWLEDGEMENT TO COUNTRY**

### **APOLOGIES**

An apology was received by Cr F Geldof.

### **MOTION**

Apology

**X01.09/16 MOVED/ CARRIED (K Ward/M Dusing)**

That the apology for Cr F Geldof be accepted.

Disclosures and Declarations – Nil

### **PURPOSE OF THE EXTRAORDINARY MEETING**

The Mayor advises that this Extraordinary Meeting of the Uralla Shire Council has been called for the purpose of altering resolution 6.08/16 from the Ordinary Council Meeting of the 22<sup>nd</sup> August 2016 to include the sealing of the access handles as a condition of DA-27-2012-3 S96 (2) Modification of Development Consent. Staged 42 Lot low density residential subdivision – 114 Barleyfields Road Uralla – Applicant – T & S Bower

Section 366 of the Local Government Act states that if the Mayor receives a request, in writing, signed by at least 2 Councillors, the Mayor must call an Extraordinary meeting of Council to be held as soon as practicable, but in any event within 14 days after receipt of the request.

## EXTRAORDINARY MEETING OF COUNCIL

Department: Mayor's Office  
Submitted by: Councillors M Pearce, B Crouch and I Strutt  
Reference: 2.15.08.05  
Subject: DA-27-2012-3 S96 (2) Modification of Development Consent.  
Staged 42 Lot low density residential subdivision – 114  
Barleyfields Road Uralla – Applicant – T & S Bower

### OFFICER'S RECOMMENDATION:

That Council:

- a) Approve the Development Application Modification of Consent DA 27-2012-3 including the modified condition 25 being:

**25. MODIFIED**

**Stage A Development Lots**

New access crossings are required for proposed Lots 1 to 7, consisting of 4 metre wide gravelled dish crossings, bitumen sealed from the edge of the existing bitumen to the boundary of each proposed development Lot. Further the access handle for Lots 3, 6 and 7 are to be bitumen sealed for its full length. All works are to be constructed to a standard approved by the Director of Infrastructure and Regulation at the expense of the developer.

- b) Add an additional requirement to Condition 34 so that it reads as follows:

**34. MODIFIED**

**Stage B Residential Lots – Bus Shelter/Pedestrian Walkway & Firetrail**

Provision is to be made for a bus shelter within the development. The type and location is approved by the Director of Infrastructure & Regulation at the expense of the developer, prior to installation.

A pedestrian walkway being 6 metres wide with a 2 metre concrete footpath is to be provided between proposed lots 45 and 65 and is to be constructed at the time of development of development lots 6 and 7. The construction is to be to a standard approved by the Director of Infrastructure & Regulation and at the expense of the developer. The pedestrian walkway is to be dedicated to Council and is to serve a dual purpose of pedestrian walkway and firetrail.

X06.09/16 Moved/Carried (I Strutt/ D Field)

### COUNCIL RESOLUTION:

That Council:

- a) Approve the Development Application Modification of Consent DA 27-2012-3 including the modified condition 25 being:

**25. MODIFIED**

**Stage A Development Lots**

New access crossings are required for proposed Lots 1 to 7, consisting of 4 metre wide gravelled dish crossings, bitumen sealed from the edge of the existing bitumen to the boundary of each proposed development Lot. Further the access handle for Lots 3 and 6 are to be bitumen sealed for its full length. All works are to be constructed to a standard approved by the Director of Infrastructure and Regulation at the expense of the developer.

## EXTRAORDINARY MEETING OF COUNCIL

**b) Add an additional requirement to Condition 34 so that it reads as follows:**

**34. MODIFIED**

**Stage B Residential Lots – Bus Shelter/Pedestrian Walkway & Firetrail**

Provision is to be made for a bus shelter within the development. The type and location is approved by the Director of Infrastructure & Regulation at the expense of the developer, prior to installation.

A pedestrian walkway being 6 metres wide with a 2 metre concrete footpath is to be provided between proposed lots 45 and 65 and is to be constructed at the time of development of development lots 6 and 7. The construction is to be to a standard approved by the Director of Infrastructure & Regulation and at the expense of the developer. The pedestrian walkway is to be dedicated to Council and is to serve a dual purpose of pedestrian walkway and firetrail.

**Division Decision**

For : D Field, B Crouch, M Dusting, M Pearce, I Strutt, K Ward, L Cooper

Against:

Absent: F Geldof

Cr M Dusting raised the issue of the Bundarra Rural Transaction Centre (RTC).

The General Manager responded to Cr Dusting providing an update on the matter.

**CLOSURE OF MEETING**

There being no further business, the Chair declared the Extraordinary meeting of Council closed at: 3:21pm

### **3. TABLING OF REPORTS & PETITIONS**

No reports or petitions to be tabled.

### **4. URGENT SUPPLEMENTARY & LATE ITEMS OF BUSINESS**

No urgent supplementary and late items of business.

### **5. WRITTEN REPORTS FROM DELEGATES**

No reports submitted prior to the Council Meeting.

### **6. PRESENTATIONS**

There are no presentations registered for meeting.

### **7. DEPUTATIONS**

There are no deputations registered for meeting.

### **8. MAYORAL MINUTE**

There is no Mayoral Minute.

## 9. REPORTS FROM THE GENERAL MANAGER



### REPORT TO COUNCIL

<b>Department:</b>	<b>General Manager</b>
<b>Submitted by:</b>	General Manager
<b>Reference:</b>	<b>Item 1</b>
<b>Subject:</b>	'Hit the Ground Running' Councillor Workshops.

#### LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

<b>Objective:</b>	4.1	A strong, accountable and representative Council
<b>Strategy:</b>	4.1.3	Provide open, accountable and transparent decision making for the community
<b>Action:</b>	4.1.3.2	Develop and implement a Councillor training and development program

#### SUMMARY:

The Office of Local Government is planning workshops for councillors to support them in serving their community and fulfilling their responsibilities.

The one day workshops within our region will be conducted at:

- Glen Innes on Wednesday 26<sup>th</sup> October 2016.
- Tamworth on Thursday 27<sup>th</sup> October 2016. And
- Moree on Wednesday 23<sup>rd</sup> November 2016.

#### OFFICER'S RECOMMENDATION:

**That the report be received and noted.**

#### REPORT:

The Office of Local Government (OLG) in collaboration with Local Government NSW (LGNSW), are planning workshops to provide support for councils and councillors to help them in their roles.

The 'Hit the Ground Running' workshops will provide councillors with essential information to support them in serving their community and fulfilling their responsibilities and the OLG strongly encourages all councillors to attend.

The 2016 program has been updated to include information on how local government reform affects each council, particularly following recent amendments to the Local Government Act 1993.

The workshop will also include crucial information for all councillors on the Model Code of Conduct, Integrated Planning and Reporting frameworks and the support available to them during their term in relation to learning and professional development.

The OLG has asked General Managers to promote the workshops and encourage attendance and has advised that registrations will be open from late September. An information brochure will be issued by OLG in the near future and this will be circulated to all councillors.

The one day workshops within our region will be conducted at:

- Glen Innes on Wednesday 26<sup>th</sup> October 2016
- Tamworth on Thursday 27<sup>th</sup> October 2016, and
- Moree on Wednesday 23<sup>rd</sup> November 2016.

Andrew Hopkins  
**General Manager**

Prepared by staff member: Andrew Hopkins  
TRIM Reference Number:  
Approved/Reviewed by Manager:  
Department:  
Attachments: Nil



## REPORT TO COUNCIL

<b>Department:</b>	<b>General Managers Office</b>
<b>Submitted by:</b>	General Manager
<b>Reference:</b>	Item 2
<b>Subject:</b>	Election of Mayor (4 year term) – 2016 to 2020

**LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

<b>Goal</b>	4.1	A strong, accountable and representative Council
<b>Strategy:</b>	4.1.3	Provide open, accountable and transparent decision making for the community
<b>Action:</b>	4.1.3.4	Councils code of meeting practice and policies are maintained and reviewed

**SUMMARY:**

The purpose of this report is to inform Council that the popularly elected Mayor for the proceeding term, being from September 2016 to September 2020 (4 year term) has been decided and Mr Michael Pearce has been successful in his bid for re-election.

**OFFICER'S RECOMMENDATION:**

**That Council note the election of the Mayor, Mr Michael Pearce.**

**BACKGROUND:**

At the last local government election in 2012 a constitutional referendum question was put to the community regarding a change of the Uralla Shire Ward system to two Wards, A and B and to change the vote for Mayor to a popularly elected Mayor by the community. The community agreed to change the Wards and the way that the Mayor would be elected, to be implemented as described under s228(2) of the *Local Government Act 1993*.

**REPORT:**

The 2016 local government election was conducted on Saturday 10 September 2016 and the Mayoral role was confirmed by the State Electoral Commission on 13/09/2016 after a majority of 50% + 1 vote was reached.

As described under s230(2) of the *Local Government Act 1993* the term of the Mayor, subject to the Act, is 4 years.

**COUNCIL IMPLICATIONS:**

- 1. Community Engagement/ Communication**  
N/A

**2. Policy and Regulation**

- NSW *Local Government Act 1993*;
- NSW *Local Government (General) Regulations 2005*;
- Local Government Elections Regulations; and
- Uralla Shire Council Code of Meeting Practice.

**3. Financial (LTFP)**

N/A

**4. Asset Management (AMS)**

N/A

**5. Workforce (WMS)**

N/A

**6. Legal and Risk Management**

N/A

**7. Performance Measures**

N/A

**8. Project Management**

N/A

**Andrew Hopkins**  
**General Manager**

Prepared by staff member:	Rechelle Leahy
Approved/Reviewed by Manager:	Andrew Hopkins
Department:	General Managers Office
Attachments:	N/A





## REPORT TO COUNCIL

<b>Department:</b>	<b>General Managers Office</b>
<b>Submitted by:</b>	General Manager
<b>Reference:</b>	<b>Item 3</b>
<b>Subject:</b>	Election of Deputy Mayor – 2016

### LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

<b>Goal:</b>	4.1	A strong, accountable and representative Council
<b>Strategy:</b>	4.1.3	Provide open, accountable and transparent decision making for the community
<b>Action:</b>	4.1.3.4	Councils code of meeting practice and policies are maintained and reviewed

### SUMMARY:

The purpose of this report is for Council to elect the Deputy Mayor for the proceeding term. S231 of the *Local Government Act 1993* states:

*231 Deputy mayor*

- (1) The councillors may elect a person from among their number to be the deputy mayor.*
- (2) The person may be elected for the mayoral term or a shorter term.*
- (3) The deputy mayor may exercise any function of the mayor at the request of the mayor or if the mayor is prevented by illness, absence or otherwise from exercising the function or if there is a casual vacancy in the office of mayor.*
- (4) The councillors may elect a person from among their number to act as deputy mayor if the deputy mayor is prevented by illness, absence or otherwise from exercising a function under this section, or if no deputy mayor has been elected.*

### OFFICER'S RECOMMENDATION:

**That the General Manager, as Returning Officer, call for nominations for the election of Deputy Mayor and Council determine the form of ballot to be used if so required, and;**

**That the Council determine the term of the Deputy Mayor as stated in s231(2) as either the mayoral term (4 years – popularly elected) or a shorter term.**

**BACKGROUND:**

Council is required to undertake a Mayoral election in September each 4 years in accordance with s287 of the NSW *Local Government Act 1993* and whilst the Local Government Act does not include the position of Deputy Mayor as being mandatory, Uralla Shire Council has traditionally elected a Deputy Mayor.

The elected term of the Deputy Mayor should be decided as described under s231(2) of the *Local Government Act 1993*.

**REPORT:**

The Local Government Act does not specify the method of voting for Deputy Mayor. Council may, therefore, fix its own procedure. For the sake of simplicity and consistency, it is recommended that Council adopt the same procedure that was adopted for the election of the Deputy Mayor in 2012, described as follows:

In accordance with the *Local Government Act 1993* and Regulations, nominations for Mayor (Deputy Mayor) must be in writing, signed by two Councillors and the nominee must consent in writing. The nomination and acceptance can be made prior to the meeting.

A brief summary of the regulation follows.

Any nominations prepared prior to the meeting must be handed to the General Manager in his capacity as Returning Officer for the election. Nomination forms are included in the Attachments.

If there is more than one candidate nominated, an election is necessary and Council must decide whether the election will be by:

- A Ordinary Ballot
- B Preferential Ballot, or
- C Open Voting

The form of ballot should be determined after the calling of nominations, and the General Manager will call for a motion accordingly.

An **Ordinary Ballot** is a secret ballot. If there are two candidates, the person receiving the higher number of votes is declared elected. Should there be three or more candidates, the candidate receiving the lowest number of votes is excluded and fresh votes are taken until one candidate remains. A cross (X) against the candidate whose nomination is being supported is all that is required when voting.

A **Preferential Ballot** is a secret ballot and the system can only be adopted if there are more than 2 candidates. Voting is in order of preference, with votes being marked 1,2,3,4 etc. If a candidate receives more than half of the total votes, that person is declared elected. If not, the person with the lowest number of votes is excluded and their preferences are distributed. This procedure is followed until one candidate receives more than half of the total votes. They are then declared elected.

**Open Voting** is by a show of hands. If there are 2 candidates, the person receiving the higher number of votes is declared elected. If there are more than 2 candidates, the person with the lowest number of votes is excluded and this procedure is repeated until one candidate receives a simple majority of the votes.

**COUNCIL IMPLICATIONS:**

**1. Community Engagement/ Communication**

N/A

**2. Policy and Regulation**

- NSW *Local Government Act 1993*;
- Local Government Elections Regulations; and
- Uralla Shire Council Code of Meeting Practice.

**3. Financial (LTFP)**

N/A

**4. Asset Management (AMS)**

N/A

**5. Workforce (WMS)**

N/A

**6. Legal and Risk Management**

N/A

**7. Performance Measures**

N/A

**8. Project Management**

N/A

**Andrew Hopkins**  
**General Manager**

Prepared by staff member:

Rechelle Leahy

Approved/Reviewed by Manager:

Andrew Hopkins

Department:

General Managers Office

**NB: Nomination Form on following page – to be removed from business paper, completed and submitted prior to Council meeting**

## DEPUTY MAYOR NOMINATION FORM – SEPTEMBER 2016

I hereby nominate the following Councillor for the position of Deputy Mayor of Uralla Shire Council for the period commencing September 2016:

**Nominee:** \_\_\_\_\_ **Acceptance:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Nominated by:** \_\_\_\_\_ **Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Seconded by:** \_\_\_\_\_ **Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_



## REPORT TO COUNCIL

<b>Department:</b>	<b>General Managers Office</b>
<b>Submitted by:</b>	General Manager
<b>Reference:</b>	<b>Item 4</b>
<b>Subject:</b>	Council and Committee Meetings – 2016/17 Annual Schedule

### LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

<b>Goal:</b>	4.1	A strong, accountable and representative Council
<b>Strategy:</b>	4.1.3	Provide open, accountable and transparent decision making for the community
<b>Action:</b>	4.1.3.3	Council and Standing Committee Meetings are conducted and open to the public

### SUMMARY:

The purpose of this report is for Council to determine the Council and Committee Meetings schedule for the new Council term from September 2016.

### OFFICER'S RECOMMENDATION:

That:

1. Council meetings be held on the fourth Tuesday of the month commencing at 1pm, with the exception of December 2016 which will be held on the third Tuesday of the month.
2. Standing Committee meetings be held on the third Tuesday of the month as detailed below, with the exception of December 2016 which will be held on the second Tuesday of the Month:
  - Corporate & Community Committee – third Tuesday of the month from 4.00pm; and
  - Environment, Development & Infrastructure Committee – third Tuesday of the month from 5.30pm.
3. Ordinary Council and Standing Committee meetings be held in each month of the calendar year with the exception of January.
4. If any Council or Committee Meeting date falls on a public holiday then the meeting will be scheduled for the following day.

**BACKGROUND:**

In accordance with s365 of the NSW Local Government Act 1993, Council is required to meet at least 10 times per year, each time in a separate month.

**REPORT:**

The fixing of the time and date of meetings is a matter for Council to determine. In determining these matters, Council should consider the convenience to the public, the availability of Councillors and some balance for the cost of staff time if after hours meetings are proposed for meetings which may involve staff other than the General Manager and senior executive.

The current practice is for Council meetings to be conducted on the fourth Monday of each month, except January, with the two Standing Committees held in the third full week of the month on a Monday afternoon/evening.

Council currently meets at 1pm for the monthly Council Meeting and at either 4.00pm or 6.00pm for the two Standing Committee Meetings.

**COUNCIL IMPLICATIONS:**

**1. Community Engagement/ Communication**

N/A

**2. Policy and Regulation**

- NSW Local Government Act 1993; and
- Uralla Shire Council Code of Meeting Practice.

**3. Financial (LTFP)**

N/A

**4. Asset Management (AMS)**

N/A

**5. Workforce (WMS)**

N/A

**6. Legal and Risk Management**

N/A

**7. Performance Measures**

N/A

**8. Project Management**

N/A

**Andrew Hopkins**  
**General Manager**

Prepared by staff member:           Rechelle Leahy  
Approved/Reviewed by Manager:   Andrew Hopkins  
Department:                           General Managers Office  
Attachments:

\*Schedule of Meeting dates – see below

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## COUNCIL MEETINGS

Tuesday 25<sup>th</sup> October 2016

Tuesday 22<sup>nd</sup> November 2016

Tuesday 20<sup>th</sup> December 2016

January 2017 – No council meeting

Tuesday 28<sup>th</sup> February 2017

Tuesday 28<sup>th</sup> March 2017

Wednesday 26<sup>th</sup> April 2017

Tuesday 23<sup>rd</sup> May 2017

Tuesday 27<sup>th</sup> June 2017

Tuesday 25<sup>th</sup> July 2017

Tuesday 22<sup>nd</sup> August 2017

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## STANDING COMMITTEE MEETINGS

Tuesday 18<sup>th</sup> October 2016

Tuesday 15<sup>th</sup> November 2016

Tuesday 13<sup>th</sup> December 2016

January 2017 – No committee meetings

Tuesday 21<sup>st</sup> February 2017

Tuesday 21<sup>st</sup> March 2017

Tuesday 18<sup>th</sup> April 2017

Tuesday 16<sup>th</sup> May 2017

Tuesday 20<sup>th</sup> June 2017

Tuesday 18<sup>th</sup> July 2017

Tuesday 15<sup>th</sup> August 2017

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## REPORT TO COUNCIL

<b>Department:</b>	<b>General Managers Office</b>
<b>Submitted by:</b>	General Manager
<b>Reference:</b>	<b>Item 5</b>
<b>Subject:</b>	Standing, External, Specific Purpose and Consultative Panel Delegates 2016/17

### LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

<b>Goal:</b>	4.1	A strong, accountable and representative Council
<b>Strategy:</b>	4.1.3	Provide open accountable and transparent decision making for the community
<b>Action:</b>	4.1.2.1	Develop, implement and review Councils community consultative panels
	4.1.3.3	Council and Standing Committee meetings are conducted and open to the public

### SUMMARY:

The purpose of this report is to list the external bodies on which Council has a representative as well as Council's community consultative panels. The delegates to represent Council on those committees or boards for the year September 2016 to September 2017 then need to be determined.

### OFFICER'S RECOMMENDATION:

**That Council determine the representation on the standing committees, external bodies, specific purpose committees and community consultative panels listed in this report.**

### BACKGROUND:

Council is required annually to determine the delegate/s that are to represent Council on external bodies and other community committees and panels.

### REPORT:

Listed below is a table of all of the external bodies, committees and panels that have Councillor representation, including the meeting frequency. Council now needs to determine the representatives for each of these for the year September 2016 to September 2017.



**COUNCILLOR REPRESENTATION ON STANDING, EXTERNAL, SPECIFIC PURPOSE AND  
CONSULTATIVE PANELS FOR 2016-17**

	REPRESENTATION	DELEGATE/S 2016-17
<b>COUNCIL STANDING COMMITTEES</b>		
1. Corporate & Community	Mayor + four councillors	
2. Environment, Development & Infrastructure	Mayor + four councillors	
<b>SPECIFIC PURPOSE COMMITTEES</b>		
1. Audit & Risk Committee	Mayor + one (1) councillor	
2. Donations Assessment Panel	Three (3) councillors	
3. Major Plant Tender Evaluation Panel	Two (2) councillors	
4. Australia Day Committee	Two (2) councillors	
<b>EXTERNAL BOARDS, COMMITTEES &amp; ORGANISATION</b>		
1. Country Mayor's Association	Mayor	
2. Arts North West	Nil	
3. Central Northern Regional Library	One (1) councillor	
4. Namoi Councils	Mayor	
5. New England Weeds Authority	One (1) councillor	
6. Northern Inland Regional Waste	One (1) councillor	
7. Mid North Weight of Loads	One (1) councillor	
8. HNE Health Advisory Committee	One (1) councillor	
9. Local Traffic Committee	One (1) councillor	
10. District Emergency Management Committee	Mayor	
11. Bushfire Liaison Committee	One (1) councillor	
12. New England Group of Councils	Mayor	
<b>STRATEGIC COMMUNITY CONSULTATIVE PANELS</b>		
1. Access & Disability	One (1) councillor	
2. Sport & Recreation	One (1) councillor	
3. Tourism & Promotion	One (1) councillor	
4. Economy & Job Creation	One (1) councillor	
5. Arts, Culture & Creativity	One (1) councillor	
6. Children, Youth & Families	One (1) councillor	
7. Parks, Gardens & Open Space	One (1) councillor	
8. Environmental Management	One (1) councillor	
<b>PROGRESS ASSOCIATIONS</b>		
1. Bundarra Progress Association	One (1) councillor	

The Uralla Shire Council Register of Committees includes further background and detail on all of Councils standing committees, external bodies, specific purpose committees, community consultative panels and progress association.

**COUNCIL IMPLICATIONS:**

**1. Community Engagement/ Communication**

Nil

**2. Policy and Regulation**

- NSW Local Government Act 1993; and
- Uralla Shire Council Code of Meeting Practice.

**3. Financial (LTFP)**

No impact identified

**4. Asset Management (AMS)**

Nil

**5. Workforce (WMS)**

Nil

**6. Legal and Risk Management**

N/A

**7. Performance Measures**

N/A

**8. Project Management**

N/A

**Andrew Hopkins**  
**General Manager**

Prepared by staff member:	Rechelle Leahy
Approved/Reviewed by Manager:	Andrew Hopkins
Department:	General Managers Office
Attachments:	NIL



## REPORT TO COUNCIL

<b>Department:</b>	<b>General Manager</b>
<b>Submitted by:</b>	General Manager
<b>Reference:</b>	Item 6
<b>Subject:</b>	Local Government NSW Annual Conference

### LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

<b>Objective:</b>	4.1	A strong, accountable and representative Council
<b>Strategy:</b>	4.1.4	Provide strong representation for the community at the regional, state and federal levels
<b>Action:</b>	4.1.4.1	Advocate the needs of the shire to State and Federal Governments.

### SUMMARY:

The annual Local Government NSW Conference is to be held on Sunday 16 October to Tuesday 18 October at Wollongong.

The conference incorporates a formal meeting of Local Government NSW whereat Uralla Shire Council has voting rights of one single vote per motion.

The conference is also the peak networking opportunity for local government leaders in NSW.

### OFFICER'S RECOMMENDATION:

**That Council be represented at the 2016 Local Government NSW Annual Conference by the Mayor, or his alternate delegate and the General Manager, or his alternate delegate.**

### REPORT:

The Local Government NSW (LGNSW) annual conference is the peak industry event for the local government sector in NSW. At the conference delegates are provided with the opportunity to:

- Be informed about emerging and current matters of importance to the local government sector in NSW.
- Network with representatives, political and non-political, from local, state and federal governments.
- Listen to and/or participate in debate about motions put to the conference and which will guide the activities of LGNSW for the following year.
- Exercise Uralla's allocated single 'vote' for each motion put to the conference.

**COUNCIL IMPLICATIONS:**

**1. Community Engagement/ Communication (per engagement strategy)**

The conference provides the Council to participate in the agenda setting for Local Government NSW for the following year and is the primary networking/lobbying opportunity for the sector in the year.

**2. Policy and Regulation**

Nil

**3. Financial (LTFP)**

Nil

**4. Asset Management (AMS)**

Nil

**5. Workforce (WMS)**

Nil

**6. Legal and Risk Management**

Nil

**7. Performance Measures**

Nil

**8. Project Management**

Nil

**Andrew Hopkins**  
**General Manager**

Prepared by staff member:	General Manager
TRIM Reference Number:	
Approved/Reviewed by Manager:	General Manager
Department:	
Attachments:	Nil



## REPORT TO COUNCIL

<b>Department:</b>	<b>General Manager</b>
<b>Submitted by:</b>	General Manager
<b>Reference:</b>	Item 7
<b>Subject:</b>	National Local Roads and Transport Congress 2016

### LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

<b>Objective:</b>	4.2	An effective and efficient organisation
<b>Strategy:</b>	4.2.3	Develop and consistently apply an asset management framework that ensures existing and future infrastructure is affordable, funded and maintained to ensure inter-generational equity and sustainability
<b>Action:</b>	4.2.3.2	Participate in Regional and Local transport planning meetings

### SUMMARY:

The annual National Local Roads and Transport Congress 2016 is to be held on Wednesday 9 November to Friday 11 November at Toowoomba.

The conference incorporates a formal meeting of Australian Local Government Association (ALGA) whereat Uralla Shire Council has voting rights of one single vote per motion.

The National Local Roads and Transport Congress is critical in influencing the Federal Government and Opposition on road and infrastructure policies.

### OFFICER'S RECOMMENDATION:

**That Council be represented at the 2016 National Local Roads and Transport Congress by the Mayor, or his alternate delegate.**

### REPORT:

Australian Local Government Associations (ALGA's) Local Roads and Transport Congress provides our Council representative with an opportunity to meet, collaborate and represent the sector's interests.

For many individual councils, local roads and bridges are their single largest area of expenditure and present the greatest challenge in terms of asset management and financial sustainability. This year's Congress, themed Local Infrastructure, Developing Regions, will focus on the value and importance of strong regional and local collaboration and how those connections contribute to Australia's economic competitiveness.

The Roads Congress will be an important opportunity to engage with the Government on how its policies will impact on the provision and maintenance of local roads as well as the broader infrastructure and transport agenda. The Congress will feature national and international speakers.

At the conference delegates are provided with the opportunity to:

- Be informed about emerging and current matters of importance to the local government infrastructure sector in NSW.
- Network with representatives, political and non-political, from local, state and federal governments.
- Listen to and/or participate in debate about motions put to the conference and which will guide the activities of ALGA's for the following year.
- Exercise Uralla's allocated single 'vote' for each motion put to the conference.

**COUNCIL IMPLICATIONS:**

**1. Community Engagement/ Communication (per engagement strategy)**

The conference provides the Council with the opportunity to participate in developing informed policies that will positively impact communities across the country.

**2. Policy and Regulation**

Nil

**3. Financial (LTFP)**

Nil

**4. Asset Management (AMS)**

Nil

**5. Workforce (WMS)**

Nil

**6. Legal and Risk Management**

Nil

**7. Performance Measures**

Nil

**8. Project Management**

Nil

**Andrew Hopkins**

**General Manager**

Prepared by staff member: General Manager

TRIM Reference Number:

Approved/Reviewed by Manager: General Manager

Department:

Attachments: Nil

## 10. CORPORATE & COMMUNITY REPORTS



### REPORT TO COUNCIL

<b>Department:</b>	<b>Organisational Services - Finance</b>
<b>Submitted by:</b>	Chief Financial Officer
<b>Reference:</b>	<b>1.20.09.01</b>
<b>Subject:</b>	Cash at Bank and Investments

#### LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

<b>Objective:</b>	4.2 An effective and efficient organisation
<b>Strategy:</b>	4.2.2 Operate in a financially responsible and sustainable manner
<b>Action:</b>	4.2.2.9 Invest surplus funds to maximize the return to Council whilst complying with Councils Investment Policy risk parameters

#### SUMMARY:

Attached is a summary of bank accounts, term deposits, cash management account and investments in structured credit instruments. The investments have been made in accordance with the Act, the Regulations and Council's Investment Policy.

#### OFFICER'S RECOMMENDATION:

**That:**

**Council note the cash position as at 31 August, 2016 consisting of cash and overnight funds of \$3,070,566, term deposits of \$8,500,000 totalling \$11,570,566 of readily convertible funds.**

#### BACKGROUND:

In accordance with Regulation 212 of the Local Government (General) Regulations 2005, the following report is prepared about monies not currently required for use by Council and invested in forms of investment approved by Order of the Minister.

**REPORT:**

Current term deposits of \$8,500,000 spread over the next six months will receive a range of interest from 2.5% to 3.16% with an average rate of 2.88%. Diary of maturing dates and amounts is attached.

Council's General Fund bank balances (listed in the attachments) have been reconciled to the bank statement as at 31 August, 2016.

**KEY ISSUES:**

Interest rates remain low and future expectations are that interest rates are likely to fall again within the next twelve months putting further pressure on our investment returns.

**COUNCIL IMPLICATIONS:**

**1. Community Engagement/ Communication (per engagement strategy)**

N/A

**2. Policy and Regulation**

Local Government Act 1993

Local Government (General) Regulations 2005

Order of the Minister re Investments

**3. Financial (LTFP)**

Current interest rates effect Council's ability to meet projected investment returns therefore reducing forecast revenue in the long term.

**4. Asset Management (AMS)**

N/A

**5. Workforce (WMS)**

N/A

**6. Legal and Risk Management**

Risk management involves ensuring compliance with the Minister's Orders regarding approved type of investments thus reducing risk of future losses on investments made.

**7. Performance Measures**

N/A

**8. Project Management**

N/A



Prepared by staff member: Simon Paul  
TRIM Reference Number: U15/287  
Approved/Reviewed by Manager: Chief Financial Officer  
Department: Organisational Services - Finance  
Attachments: A. Council's Investments as 31 August,  
2016, Diary of Investment Maturity  
Dates and Amounts

## Uralla Shire Council

### Investments at 31 August, 2016

#### Cash at Bank – Operating Accounts:

Institution	Account	Bank Statement
National Australia Bank	Main Account	\$984,540.11
National Australia Bank	Trust Account	\$31,296.33
Community Mutual	Bundarra RTC	\$23,671.96
<b>Total</b>		<b>\$1,039,508.40</b>

#### Business Investment (Cash Management) Account

Institution	Interest rate	Balance
National Australia Bank	0.01%	\$0.00
Professional Funds	0.15% above RBA cash rate	\$2,031,057.85
<b>Total</b>		<b>\$2,031,057.85</b>

#### Term Deposits:

Institution	Interest rate	Maturity	Balance
Commonwealth Bank of Australia	2.82%	6/10/2016	\$600,000.00
Westpac Banking Corporation	2.95%	17/10/2016	\$1,300,000.00
ANZ	2.70%	4/10/2016	\$500,000.00
Westpac Banking Corporation	3.00%	24/01/2017	\$600,000.00
Newcastle Permanent	2.70%	25/01/2017	\$250,000.00
ANZ	2.50%	23/02/2017	\$800,000.00
Newcastle Permanent	2.85%	24/11/2016	\$600,000.00
National Australia Bank	2.65%	26/02/2017	\$600,000.00
National Australia Bank	3.05%	7/09/2016	\$500,000.00
National Australia Bank	3.16%	15/09/2016	\$500,000.00
Westpac Banking Corporation	3.05%	24/09/2016	\$1,000,000.00
Commonwealth Bank of Australia	2.88%	25/10/2016	\$250,000.00
National Australia Bank	2.95%	30/11/2016	\$1,000,000.00
<b>Total</b>			<b>\$8,500,000.00</b>

#### Loans:

Loan no.	Purpose	Balance
165	MGH Property	\$62,261.18
167	Rear Service Lane Land	\$7,376.54
168	Community Centre	\$52,930.96
176	Library Extensions	\$256,041.72
177	Grace Munro Centre	\$204,850.90
181	Creative Village Works	\$15,528.40
185	Public Toilets Alma Park	\$20,368.94
186	Public Toilets Pioneer Park	\$26,163.36
187	Undergrounding Power and Mainstreet Upgrade	\$184,828.59
188	Paving and Power Undergrounding	\$43,793.32
189	Bridge Construction	\$243,244.94
190	Bridge construction & industrial land development	\$1,890,099.66
<b>Total</b>		<b>\$3,007,488.51</b>



## REPORT TO COUNCIL

<b>Department:</b>	<b>Governance &amp; Information and Community &amp; Culture</b>
<b>Submitted by:</b>	Manager Governance and Information
<b>Reference:</b>	<b>1.20.09.02</b>
<b>Subject:</b>	In – Kind Request for Assistance – Pop-Up Cinema November 2016

### LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

<b>Objective:</b>	1.3	A diverse and creative culture
<b>Strategy:</b>	1.3.2	Work with the community and other partners to develop major cultural and community events and festivals
<b>Action:</b>	1.3.2.1	Work with Council consultative panels to encourage events for the Shire

### SUMMARY:

The purpose of this report is to present to Council the in-kind request for assistance from Council received from Ms Tara Toomey regarding the Pop-Up Cinema Event 2016. Ms Toomey has set the date for Saturday, 19 November 2016 for this inaugural event to be held at Hampden Park.

### OFFICER'S RECOMMENDATION:

That:

1. Council provide in-kind support for Pop-Up Cinema Event in the form of:
  - (a) use of Hampden Park on Saturday 19 November 2016;
  - (b) loan of 1 (6x12) Council Marquee, no Council staff are required for erecting or taking down the marquee;
  - (c) Loan of 40 steel posts;
  - (d) Loan of 140m barrier mesh;
  - (e) Loan of 6 wheelie bins, the event managers will line the bins and empty them at the tip;
  - (f) Loan of 2 wheelie bins for recycling, managed as above.

**BACKGROUND:**

A request for in-kind support for the Pop-Up Cinema event has been received from Ms Tara Toomey to Council.

Ms Toomey has a strong background in event management and the Seasons of New England event has recorded an attendance of around 4,000 patrons previously. This influx of visitors into Uralla has provided the local community with significant economic, cultural and tourism benefits.

It is expected that the Pop-Up Cinema event, although not on the scale of Seasons of New England, will again see an influx of visitors to Uralla.

As well as enjoying a growing reputation for the production of many fine artisan food products, Uralla Shire is gaining widespread recognition for its quality cool-climate wines, craft beers and boutique spirits. The Pop-Up Cinema Event is designed to further develop this reputation and provide yet again a valuable showcase for local producers, enabling them to engage with their market in a face-to-face environment.

**REPORT:**

Council has provided a letter of support for the application for the Liquor Licence in the same way it has done for the Season's of New England event previously.

Ms Toomey has requested the following in-kind support as she states 'this is the first time we have run this event and there are significant costs and risks involved we would appreciate it if the items above were provided on an in kind basis.'

A basic costing of the requested support is as follows:

Hampden Park	\$51.00
Marquee Use	\$100.00
Bins	\$50.00
Delivery and Collection of Posts / Mesh (this does not include installation)	\$100.00
<b>Total</b>	<b>\$301.00</b>

**COUNCIL IMPLICATIONS:****1. Community Engagement/ Communication**

N/A

**2. Policy and Regulation**

- *Local Government Act 1993;*
- *Local Government Regulations (General) 2005;*

**3. Financial (LTFP)**

N/A

**4. Asset Management (AMS)**

N/A

**5. Workforce (WMS)**

N/A

**6. Legal and Risk Management**

A risk management plan and associated insurance have been provided to Council.

**7. Performance Measures**

N/A

**8. Project Management**

N/A

**Andrew Hopkins**  
**General Manager**

Prepared by staff member:	Rechelle Leahy
Approved/Reviewed by Manager:	Andrew Hopkins
Department:	Governance and Information & Community and Culture
Attachments:	NIL

## 11. ENVIRONMENT, DEVELOPMENT & INFRASTRUCTURE REPORTS



### REPORT TO COUNCIL

<b>Department:</b>	<b>Infrastructure &amp; Regulation</b>
<b>Submitted by:</b>	Director of Infrastructure & Regulation
<b>Reference:</b>	<b>2.20.09.01</b>
<b>Subject:</b>	Development Approvals and Refusals for August 2016

#### LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

<b>Goal:</b>	2.1	An attractive environment for business, tourism and industry
<b>Strategy:</b>	2.1.4	Implement tools to simplify development processes and encourage quality commercial, industrial and residential development
<b>Action:</b>	2.1.4.1	Assess and determine regulatory applications, including development applications, complying development certificates, construction certificates, Section 68 certificates, Bushfire Attack Level (BAL) Certificates, and Conveyancing Certificates

#### SUMMARY:

The following details the development approvals issued by Council and by private certification for August 2016 for the entire local government area. A listing of development applications outstanding with a status as at the end of August 2016 has also been provided.

For information purposes a summary of the development values is provided from January 2006 until the end of August 2016. Similarly, a summary of the number of dwellings approved within the local government area from 1 January 2001 until the end of August 2016 is provided.

The number of applications lapsing in January 2017 is also listed for information purposes.

#### OFFICER'S RECOMMENDATION:

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

**REPORT:****Development Applications****Approvals:**

Development Application Number	Applicant	Property	Development
DA-27-2012-3	Croft Surveying & Mapping	114 Barleyfields Road, Uralla	Modification – Staged Residential Subdivision (7 Development Lots & 1 Residual)
DA-38-2016	Mr T Hunt	9 Park Street, Uralla	Home Industry - Online Fruit & Vegetable Business
DA-40-2016	Mr D Ryan	103 Rowan Avenue, Uralla	Compressed Earth Brick Manufacturing Plant
DA-41-2016	Mrs M H Evans	42 Bridge Street, Uralla	Balcony Repair
DA-42-2016	Mr J Chen	49 Bridge Street, Uralla	Staged – Restaurant Signage & Alterations
DA-44-2016	Mr I & Mrs M Moore	226 Sanctuary Drive, Uralla	Verandah Roof
DA-45-2016	Mr G Fuller	24 Everton Vale Road, Rocky River	Transfer of Dwelling Entitlements
DA-48-2016	Mr R Nies	14 Souter Street, Bundarra	Carport
<b>Monthly Estimated Value of Approvals: \$70,448.00</b>			

**Refusals:** Nil**DAs Withdrawn:** DA-30-2016**Comparison to August 2015:**

August 2015:	\$423,611.00	August 2016:	\$70,448.00
Year to date:	\$4,065,183.00	Year to date:	\$2,750,094.00
(Calendar Year)		(Calendar Year)	

**Development Applications Outstanding**

Application Number	Applicant	Property	Development	Status
DA-23-2008-3	Mr J Griffiths	9964 New England Highway, Saumarez	Modification – Internal & Verandah	Under Assessment
DA-8-2016-2	New England Surveying & Engineering	13 Stringybark Ridge Road, Invergowrie	Modification 4 Lot Staged Subdivision	Under Assessment
DA-20-2016-2	Mr P Doyle & Ms B Walsh	40 Gostwyck Street, Uralla	Dwelling	Under Assessment
DA-43-2016	Mr C & Mrs E Foster	1 Wilkens Street, Uralla	2 Lot Subdivision	Under Assessment

Application Number	Applicant	Property	Development	Status
DA-46-2016	Mr G & Mrs E Gates	1577 Bundarra Road, Invergowrie	Dwelling Additions	Awaiting Applicant
DA-47-2016	Mr S Hicks	42 Andersons Road, Rocky River	Dwelling & Garage	Under Notification
DA-49-2016	Mr P & Mrs Iskov	14 Dawkins Street, Bundarra	Conversion of Studio to Tourist Accommodation & Enclosed Entertainment Area	Under Notification
DA-50-2016	Boresch Project Services	Lot 1 DP 109536 Arding Road, Arding	Stockpiling, Processing & Direct Application of Waste Material to Land	Under Assessment
DA-51-2016	Regional Australia Bank	52 Bridge Street, Uralla	Change of Signage	Under Assessment
				<b>Total: 9</b>

### Construction Certificates

Approved: Nil

Application Number	Applicant	Property	Construction
CC-48-2016	Mr R Nies	14 Souter Street, Bundarra	Carport

Refused: Nil

Issued by Private Certifier:

Application Number	Applicant	Property	Construction
CC-12-2016	Mr A & Mrs J Van Baal	60 Rowan Avenue, Uralla	Alterations to Garage Workshop & Carport
CC-28-2016	Mr J & Mrs J Reynolds	54 Budumba Road, Invergowrie	Dwelling & Shed
CC-32-2016	Mr W Shalk	215 Thunderbolts Way, Uralla	Secondary Depot Shed
CC-33-2016	Mr G & Mrs P Khan	7 Faulkner Street, Uralla	Dwelling & Shed
CC-39-2016	Mr L & Mrs A Hawkins	65 Rocklea Road, Invergowrie	4 Bay Shed
CC-44-2016	Mr D & Mrs M Moore	226 Sanctuary Drive, Uralla	Verandah Roof

**Total Monthly Estimated Value of Construction Certificate Approvals: \$589,406.00**



**Complying Development Certificate Applications****Approvals:**

Application Number	Applicant	Property	Development
CDC-17-2016	JD & DL Duff Pty Ltd	177 Invergowrie Road, Invergowrie	Inground Swimming Pool

Refusals: Nil

Withdrawal: Nil

**Issued by Private Certifier:**

Application Number	Applicant	Property	Development
CDC-16-2016	Mr D Broadbent & Ms A Kelly	36 Panhandle Road, Uralla	Internal Renovation – Bedroom, Ensuite, Living Room
CDC-18-2016	Owen & Fiveash & Partners	55 Barloo Road, Invergowrie	Dwelling
CDC-19-2016	Mr K & Mrs L Whitty	81 Pinegrove Road, Invergowrie	Shed

**Total Monthly Estimated Value of Complying Development Certificate Approvals: \$388,940.00****Comparison to August 2015:**

August 2015:	\$49,980.00	August 2016:	\$388,940.00
Year to date:	\$2,002,167.00	Year to date:	\$926,105.00
(Calendar Year)		(Calendar Year)	

**Calendar Year Development Values**

Year	Total Development Value \$	Average Development Value \$	Development Application Value \$	Complying Development Value \$
2006	6,310,059	42,349	6,310,059	-
2007	7,211,361	44,515	7,211,361	-
2008	9,155,533	50,030	7,393,239	1,762,294
2009	9,290,046	72,016	5,749,162	3,540,884
2010	10,586,972	86,073	5,958,887	4,628,085
2011	6,584,483	53,101	3,449,607	3,134,876
2012	11,390,780	102,620	6,158,718	5,232,062
2013	9,259,318	91,676	4,678,720	4,580,598
2014	8,246,689	70,485	5,657,845	2,588,844
2015	9,137,065	98,248	6,980,198	2,156,867
2016	3,726,144	82,803	2,750,094	976,050

2016 to date

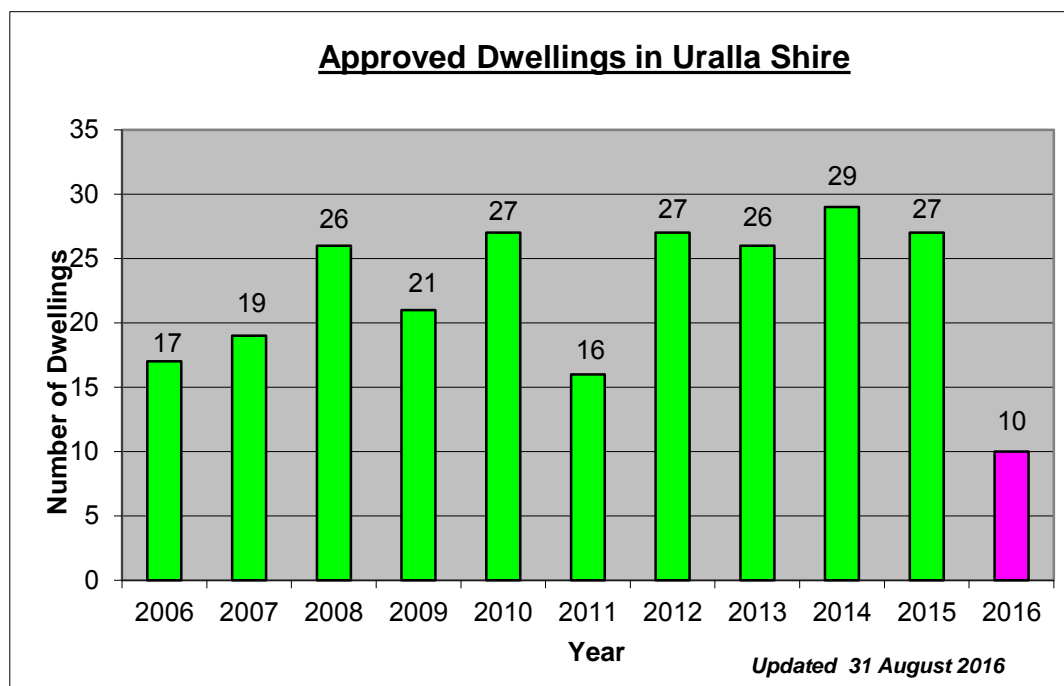
### Financial Year Development Values

Year	Total Development Value \$	Average Development Value \$	Development Application Value \$	Complying Development Value \$
2005-2006	6,090,640	39,808	6,090,640	-
2006-2007	6,302,833	38,668	6,302,833	-
2007-2008	8,128,806	52,444	8,128,806	-
2008-2009	8,095,812	61,332	4,588,050	3,507,762
2009-2010	12,395,113	77,469	7,121,590	5,273,523
2010-2011	8,212,500	73,986	5,023,347	3,189,153
2011-2012	5,986,330	53,449	3,667,764	2,318,566
2012-2013	12,339,996	101,983	6,100,857	6,239,139
2013-2014	8,296,829	76,118	4,653,404	3,643,425
2014-2015	9,779,535	109,917	6,392,261	3,387,274
2015-2016	7,560,263	76,366	6,393,433	1,166,830
2016-2017	910,208	41,373	485,921	424,287

2016-2017 to date

### Lapsing Applications

The review on expiring development and complying development applications has been carried out for those applications lapsing during February 2017. In January 2012 nine (9) applications were approved, with four (4) applications identified as possibly not commencing as at the end of August 2016.



**KEY ISSUES:**

- *Development Applications approved by Council for August 2016 – 8*
- *Development Applications refused by Council for August 2016 – 0*
- *Development Applications withdrawn by Applicant for August 2016 – 1*
- *Outstanding Development Applications as at 31 August 2016 – 9*
- *Construction Certificates approved by Council for August 2016 – 1*
- *Construction Certificates refused by Council for August 2016 – 0*
- *Construction Certificates issued by private certification for August 2016 – 6*
- *Complying Development Applications approved by Council for August 2016 – 1*
- *Complying Development Applications refused by Council for August 2016 – 0*
- *Complying Development Applications issued by private certification – 3*
- *Total Development Value for 2016 as at 31 August 2016 – \$3,726,144*
- *Average Development Value for 2016 as at 31 August 2016 – \$82,803*
- *Development Application Value for 2016 as at 31 August 2016 – \$2,750,094*
- *Complying Development Application Value for 2016 as at 31 August 2016 – \$976,050*
- *Applications lapsing in August 2016 that may not have commenced – 4*
- *Approved dwellings as at 31 August 2016 – 10*

**COUNCIL IMPLICATIONS:**

**1. Community Engagement/ Communication (per engagement strategy)**

The Development Approvals and Refusals for August will be placed in the next available newsletter and uploaded to the Uralla Shire Council website.

**2. Policy and Regulation**

*Environmental Planning & Assessment Act, 1979.*

*Environmental Planning & Assessment Regulations, 2000.*

**3. Financial (LTFP)**

Nil

**4. Asset Management (AMS)**

Nil

**5. Workforce (WMS)**

Nil

**6. Legal and Risk Management**

Nil

**7. Performance Measures**

Nil

**8. Project Management**

Nil

Prepared by staff member:

Administration Officer

TRIM Reference Number:

U12/168

Approved/Reviewed by Manager:

Director Infrastructure & Regulation

Department:

Infrastructure & Regulation

Attachments:

Nil



## REPORT TO COUNCIL

<b>Department:</b>	<b>Infrastructure &amp; Regulation</b>
<b>Submitted by:</b>	Interim Director Infrastructure & Regulation
<b>Reference:</b>	<b>2.20.09.02</b>
<b>Subject:</b>	Works Progress Report as at 31 August 2016

**LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

Goal:	2.3	A safe and efficient network of arterial roads and supporting infrastructure; and town streets, footpaths and cycleways that are adequate, interconnected and maintained
Strategy:	2.3.1	Provide an effective road network that balances asset conditions with available resources and asset utilisation
Action:	2.3.1.1	Undertake bitumen maintenance program in line with established service levels and intervention points
	2.3.1.5	Undertake maintenance grading program in line with established service levels and intervention points

**SUMMARY:**

The purpose of this report is to inform Council of the works which have been completed or progressed for the previous month and works being undertaken in the current month, together with the year's Capital Works Program.

**OFFICER'S RECOMMENDATION:**

**That the report be received and noted for the works completed or progressed during August 2016, and works programmed for September 2016.**

**BACKGROUND:**

Council is kept informed on the progress of maintenance and construction works within the Shire.

**REPORT:****A. Works Undertaken in August 2016**

1. **Main Road Maintenance**

MR73 Thunderbolts Way North and South	Patching, Guide posts
MR124 Bundarra Road	Patching, Guide posts
MR132 Barraba Road	Maintenance
2. **Sealed Roads Maintenance**

Uralla Streets	Patching
Bundarra Town Area	Patching
Invergowrie Area	Patching

	Kentucky/Wollun Area	Patching
	Sealed Rural Roads	Patching
<b>3.</b>	<b>Unsealed Roads Maintenance</b>	
	<b>Grading</b>	
	Box Forest Road	Grading
	Bakers Creek Road	Graded
	Balala Road	Graded
	Looanga Road	Graded
	Danehurst Road	Graded
	Lana Road	Graded
	Devoncourt Road	Grading
<b>4.</b>	<b>Construction Crew</b>	
	MR73 Thunderbolts Way	Continue construction north of Bundarra Sports Ground
<b>5.</b>	<b>Bridge / Sign Crew</b>	
	Uralla	Drainage Plane Avenue
<b>6.</b>	<b>Town Area</b>	
	Uralla	General maintenance.

#### **B. Works to be continued/undertaken in September 2016**

<b>1.</b>	<b>Main Road Maintenance</b>	
	Bitumen patching	
	Guide posting	
	Sign maintenance	
<b>2.</b>	<b>Sealed Roads Maintenance</b>	
	Bitumen patching	
	Guide posting	
<b>3.</b>	<b>Unsealed Roads Maintenance</b>	
	Kingstown Area	Grade
	Invergowrie Area	Grade
	Uralla Area	Grade
	Kentucky Area	Grade
<b>4.</b>	<b>Bridge/Sign Crew</b>	
	Uralla	Kerb and Gutter Construction Fitzroy and Wilkens Streets
	Bridges	Maintenance
<b>5.</b>	<b>Construction</b>	
	MR73 Thunderbolts Way	Continue rehabilitation works north of Bundarra.
<b>6.</b>	<b>Town Area</b>	
	Routine maintenance	

#### **C. Capital Works**

Attached is the Schedule of Capital Works contained in the 2016/17 Operational Plan.

**KEY ISSUES:**

NIL

**COUNCIL IMPLICATIONS:**

- 1. Community Engagement/ Communication (per engagement strategy)**  
Nil
- 2. Policy and Regulation**  
Nil
- 3. Financial (LTFP)**  
In accordance with budget
- 4. Asset Management (AMS)**  
In accordance with asset management plan
- 5. Workforce (WMS)**  
Council staff and contractors
- 6. Legal and Risk Management**  
Maintaining Council assets to minimise legal and risk exposure.
- 7. Performance Measures**  
Works completed to appropriate standards
- 8. Project Management**  
Manager Infrastructure and Works and Overseer

Prepared by staff member:	Manager Infrastructure & Works
Approved/Reviewed by Manager:	Acting Director Infrastructure & Regulation
Department:	Infrastructure & Regulation
Attachments:	B. Capital Works Progress

**CAPITAL WORKS PROGRAM  
MONTHLY PROGRESS REPORT  
AS AT 31 August 2016**

Project Name	Budget	Budgeted Grant Income	Grant Income Received	Actual Exp to date	Variation	Status	Commentary
<b>Infrastructure &amp; Regulation</b>							
<i>I&amp;R Management</i>							
Plant replacement program	700,000					6%	Carry over purchase of roller, backhoe, truck and water truck. Tenders received and plant ordered.
Works Depot	-						
<i>Works &amp; Civil</i>							
Stormwater drainage	11,921						
Bridges - Local							
Abington Creek Bridge Project	1,410,000	1,410,000		1,142,703		98%	Bridge officially opened by Roads Minister Duncan Gay in presence of Senator John Williams, local state member Adam Marshall, and Mayor on 28 June 2016. Demolition of old bridge completed. Removal of old road and side track to be done together with site rehabilitation.
Mihi Bridge - R2R	520,000					5%	Design complete. Specifications and tender documents being prepared. Expected that tenders will be called in late 2016.
Munsies Bridge - R2R	800,000					5%	Design complete. Specifications and tender documents being prepared. Expected that tenders will be called in October 2016.
Funded in 2015/16	-	545,816					
MR 73 Thunderbolts Way - Northof Bundarra	344,750						
MR 73 Thunderbolts Way - Lookout Road							
Bridges - Regional	-						
Footpaths							
Post office path & footpath renewal program	36,726					0%	Planned for September 2016
Kerb & Gutter	39,700					0%	Planned for September 2016
Local Urban Streets including Urban Facilities & Bus Shelters	45,000						
Regional Rural Sealed Roads							
Sealed road reseal program	240,344					0%	Schedule being undertaken for February 2017.
Rehabilitation Bundarra Road - Rocklea Road	352,000					0%	Planned for March 2017
Bundarra Road curve improvement - Blackspot Rocklea Road	83,496					0%	Planned for March 2017
Regional Rural Unsealed Roads - Regravel	18,144						

**CAPITAL WORKS PROGRAM  
MONTHLY PROGRESS REPORT  
AS AT 31 August 2016**

Project Name	Budget	Budgeted Grant Income	Grant Income Received	Actual Exp to date	Variation	Status	Commentary
<i>Sealed Rural Roads</i>							
Bingara Road - 2km seal section - R2R	420,000						Planned for January 2017
Jacksons Road - 640 Metre seal	150,000						Planned for June 2017
Saumarez War Service Road - 350 metre seal	150,000						2017/2018
Reseal program	380,000						Planned for February 2017
Carried over to 2018	- 242,064						
	<u>857,936</u>						
<i>Unsealed Rural Roads</i>	375,731						
<i>Bike Track</i>							
Bike track extension Maitland Street	58,000						Planned for October 2016
<i>Facilities &amp; Open Space</i>							
Halls & Community Centres Refurbishment	15,000						
Council Administration Building Refurbishment	15,000						
Caravan Parks & Camping Grounds - Purchase land	35,000						Land purchased from DPI re road closure & permissive occupancy land (between \$20K and \$50K)
Uralla Sporting Complex - change rooms and amenities	131,800	131,800	57,400	9,063			Estimate based on design \$280K. Design to be readdressed.
Uralla Sporting Complex - hard courts	70,000	25,000		65,978		80%	Works to resurface courts complete. Marking to be finalised following receipt of advice from users.
<i>Planning &amp; Regulation</i>							
Town Planning Office	-						
<i>Waste</i>							
Waste Collection	-						
Waste Disposal Site - Baler	350,000						Specification being prepared and quotes sought. Baler ordered - cost \$120,000
<i>Environmental Management</i>							
Solar panels	47,226						Quotes called and assessed; decision made for preferred supplier
<i>Water</i>							
Upgrade electrical/mechanical - Uralla	170,000						
Upgrade electrical/mechanical - Bundarra	60,000						



CAPITAL WORKS PROGRAM  
MONTHLY PROGRESS REPORT  
AS AT 31 August 2016

Project Name	Budget	Budgeted Grant Income	Grant Income Received	Actual Exp to date	Variation	Status	Commentary
<i>Sewer</i>							
Upgrade electrical/mechanical	105,000						
<b>Community Services</b>							
<i>Community Development</i>							
Visitor Information Centre Relocation Project	180,000			20,225		5%	Detailed costing prepared. Council to further consider the matter.
<i>McMaugh Gardens</i>							
IT upgrades	30,000						
<i>Property</i>							
Grace Munro							
Fire sprinkler upgrade	150,000			11,814		5%	Sprinkler system upgrade designed and tendered. Tender accepted by council on 25 July 2016. Work to be completed October 2016. Other minor works to proceed jointly with sprinkler upgrade.
McMaugh Gardens							
Fire sprinkler upgrade	169,632			183,109		100%	Sprinkler system upgrade complete. System tested satisfactorily and certification issued. Department of Planning informed. Occupation certificate issued.
	<u>6,876,590</u>						



## REPORT TO COUNCIL

<b>Department:</b>	<b>Infrastructure &amp; Regulation - DIVISION DECISION</b>
<b>Submitted by:</b>	Consultant Town Planner
<b>Reference:</b>	<b>2.20.09.03</b>
<b>Subject:</b>	Development Application 8-2016-2 Modification – 13 Stringybark Ridge Road, Invergowrie - Subdivision

### LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

<b>Goal:</b>	2.1	Uralla Shire's natural beauty and distinct natural environment are protected for future generations.
<b>Strategy:</b>	2.1.4	Provide balanced and environmentally sensitive development.
<b>Action:</b>	2.1.4.1	Assess and determine regulatory applications, including development applications, complying development certificates, construction certificates, Section 68 certificates, Bushfire Attack Level (BAL) Certificates, and Conveyancing Certificates.

### SUMMARY:

The purpose of this report is to consider the proposed development modification in relation to submissions and response from the applicant.

### OFFICER'S RECOMMENDATION:

That Development Application 8-2016-2 being for a staged development consisting of:

- a) Stage 1A – Boundary Adjustment,
- b) Stage 1 – 3 Large Lot Residential Subdivision, and
- c) Stage 2 – 2 Large Lot Residential Subdivision

located on Lot 212 DP 1080856 known as 13 Stringybark Ridge Road, Invergowrie be approved subject to the following conditions:

**PRESCRIBED CONDITIONS (under Environmental Planning and Assessment Regulation 2000)**

*Nil*

**GENERAL CONDITIONS**

1. Modified

~~The development must take place in accordance with the approved plans (bearing the Council approval stamp) and documents submitted with the application, drawn by New England Surveying and Engineering, numbered 20150705, Revision D, and dated 20/05/2016, and subject to the conditions below to ensure the development is consistent with Council's consent.~~

The development must take place in accordance with the approved plans (bearing the Council approval stamp) and documents submitted with the application, drawn by New England Surveying and Engineering, numbered 20150705, Revision F, and dated 26 July 2016, 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. 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.

4. 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.

5. 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.

6. Modified

~~Each new driveway is to display rural addressing number. The rural address number for each lot will be Lot 1 – 17, Lot 2 – 15, Lot 3 – 13 and Lot 4 – 19). The current fee for the 2015/2016 year is \$64.00 per number, which includes installation.~~

Each new driveway is to display rural addressing number. The rural address number for each lot will be Lot 101 – 17 Stringybark Ridge Road, Lot 2 – 23 Rocklea Road, Lot 3 – 25 Rocklea Road and Lot 4 – 19 Stringybark Ridge Road). The current fee for the 2016/2017 year is \$66.00 per number, which includes installation.

7. A section 88b instrument is to be prepared under the Conveyancing Act 1919 to state that:
- The wastewater treated on lots 2, 3 and 4 are to be treated to a secondary standard using an aerated wastewater treatment system or similar. The selected wastewater treatment system is to be fitted with a chlorination chamber or ultraviolet steriliser to provide disinfection of effluent prior to irrigation. A minimum land application area of 360m<sup>2</sup> is required for each system with additional reserve areas being dedicated for future expansion if necessary.
  - All future clearing is only to occur in the designated development areas.
  - Any mature trees that fall within are to be retained where possible.
  - All 'soft felled' trees must be left for a minimum of 2 nights prior to being moved to a stockpile, to allow for resident fauna to vacate tree hollows.
  - A copy of the flora and fauna assessment undertaken by Bushfire Safe (Aust) P/L dated December 2015 is to be provided to all future owners to alert them of the presence and ecological value of the Critically Endangered Box-Gum-Woodlands Ecological Community known as the White Box – Yellow Box – Blakely's Red Gum Grassy Woodland, thus encouraging them to recognise the biodiversity as an asset to be protected.

#### **INTEGRATED GENERAL TERMS OF APPROVAL AS PART OF THIS CONSENT**

***These conditions are in accordance with Section 91 of the Environmental Planning & Assessment Act 1979 and are issued by the NSW Rural Fire Service.***

8. Modified

~~The development proposal is to comply with the subdivision layout identified on the drawing prepared by New England Surveying & Engineering numbered 20150705 (Rev. C), dated 28 January 2016, except as modified by the following conditions:~~

The development proposal is to comply with the subdivision layout identified on the drawing prepared by New England Surveying & Engineering numbered 20150705 (Rev. F), dated 26 July 2016, except as modified by the following conditions:

#### **Asset Protection Zone**

The intent of measures is to minimize the risk of bush fire attack and provide protection for emergency services personnel, residents and others assisting fire fighting activities. To achieve this, the following condition shall apply:

9. At the issue of subdivision certificate and in perpetuity, the land surrounding the existing dwelling on proposed Lot 1, to a distance of 29 metres to the north and west, and 35 metres to the south and east, shall be maintained as an inner protection area (IPA) as outlined within section 4.1.3 and Appendix 5 of 'Planning for Bush Fire Protection 2006' and the NSW Rural Fire Service's document 'Standards for asset protection zones'.

*Further this condition has been added to by Uralla Shire Council in that:*

A restriction to the land use pursuant to section 88B of the *Conveyancing Act 1919* shall be placed on each lot to ensure perpetuity.

#### **Water and Utilities**

The intent of measures is to provide adequate services of water for the protection of buildings during and after the passage of a bush fire, and to locate gas and electricity so as not to contribute to the risk of fire to a building. To achieve this, the following conditions shall apply:

10. A 20,000 litre fire fighting water supply shall be provided for the existing dwelling on proposed Lot 1 in accordance with section 4.1.3 of 'Planning for Bush Fire Protection 2006'.

11. Any alteration to the electricity supply network required to service the subdivision shall comply with section 4.1.3 of 'Planning for Bush Fire Protection 2006'.
12. Any gas service at the existing dwelling shall comply with section 4.1.3 of 'Planning for Bush Fire Protection 2006'.

### Access

The intent of measures for property access is to provide safe access to/from the public road system for fire fighters providing property protection during a bush fire and for occupants faced with evacuation. To achieve this, the following conditions shall apply:

13. Modified  
~~Property access roads shall comply with section 4.1.3(2) of 'Planning for Bush Fire Protection 2006'.~~  
Property access roads shall comply with section 4.1.3(2) of 'Planning for Bush Fire Protection 2006', except that an alternative access is not required for proposed Lots 2 and 3.
14. Deleted  
~~A restriction to the land use pursuant to section 88B of the 'Conveyancing Act 1919' shall be placed over the proposed fire trail shown on the plan prepared by Bushfire Safe (Aust) numbered 15078, dated November 2015. The fire trail shall be constructed and maintained in accordance with section 4.1.3(3) of 'Planning for Bush Fire Protection 2006'.~~

### Design and Construction

The intent of measures is that buildings are designed and constructed to withstand the potential impacts of bush fire attack. To achieve this, the following conditions shall apply:

15. The existing dwelling on proposed Lot 1 is required to be upgraded to improve ember protection. This is to be achieved by enclosing all openings (excluding roof tile spaces) or covering openings with a non-corrosive metal screen mesh with a maximum aperture of 2mm. Where applicable, this includes any sub floor areas, openable windows, vents, weep holes and eaves. External doors are to be fitted with draft excluders.
16. Roofing of the existing dwelling on proposed Lot 1 shall be gutterless or guttering and valleys are to be screened to prevent the build up of flammable material. Any materials used shall be non-combustible.

**Stage One Only**

**CONDITIONS TO BE COMPLETED PRIOR TO ISSUE OF SUBDIVISION CERTIFICATE**

17. Modified

~~The access to the residue Lot 1 is to be constructed including all necessary concrete culverts with headwalls, and a bitumen seal from Stringybark Ridge Road to within 5 metres of the edge of the asset protection zone in order to prevent dust. This is to be constructed to a standard approved by the Director of Infrastructure & Regulation and is at the expense of the developer.~~

The access to the residue Lot 100 and 101 is to be constructed including all necessary concrete culverts with headwalls, and a bitumen seal from Stringybark Ridge Road to within 5 metres of the edge of the asset protection zone in order to prevent dust. This is to be constructed to a standard approved by the Director of Infrastructure & Regulation and is at the expense of the developer.

18. Modified

~~The joint access to Lots 2 and 3 is to be constructed including all necessary concrete culverts with headwalls, and a bitumen seal from Stringybark Ridge Road for the full length of the right of carriageway up to 5 metres from the edge of the asset protection zone for each lot to prevent dust. This is to be constructed to a standard approved by the Director of Infrastructure & Regulation and is at the expense of the developer.~~

The joint access to Lots 2 and 3 is to be constructed including all necessary concrete culverts with headwalls, and a bitumen seal from Rocklea Road for the full length of the reciprocal right of carriageway and along the internal access for Lot 3 for the full length of the boundary to Lot 3 DP 1028033 to its boundary with Lot 211 DP 1080856 to prevent dust. This is to be constructed to a standard approved by the Director of Infrastructure & Regulation and is at the expense of the developer.

19. Modified

~~Vegetation screening is to be planted associated in the plan by New England Surveying and Engineering dated 20 May 2016. This vegetation screening is to be maintained for a two year period to ensure establishment.~~

Vegetation screening is to be planted associated in the plan by New England Surveying and Engineering dated 26 July 2016 with the plantings to be extended to the eastern most point of Lot 3 DP 1028033. This vegetation screening is to be maintained for a two year period to ensure establishment.

20. A Section 88B Instrument is to be submitted with the application for a subdivision certificate. The final plan of subdivision and accompanying Section 88B Instrument are to provide for the following items listed:

- a) Easement to supply electricity for future infrastructure as required (width as directed by Essential Energy)
- b) Reciprocal Right of Carriageway, 5 metre wide (over access handle to jointly benefit proposed Lots 2 and 3)
- c) Details of maintenance responsibilities and any future upgrading of the reciprocal right of carriageway.

21. Modified

~~To enable emergency services to identify each property, a separate rural address numbering post is to be erected at the branch of the right of carriageway, identifying each lot. The current fee for the 2015/2016 year is \$64.00, which includes installation.~~

To enable emergency services to identify each property, a separate rural address numbering post is to be erected at the branch of the reciprocal right of carriageway, identifying lot 2 and 3. The current fee for the 2015/2016 year is \$66.00, which includes installation.

22. Modified

Prior to the issue of a Subdivision Certificate the applicants shall pay to Council contribution toward public amenities and services for which Council is satisfied that the proposed development is likely to create a demand (as detailed in the attached schedule) is to be made (or secured by bank guarantee) prior to the issue of the Construction/Subdivision Certificate. Such charges are listed below and are subject to CPI increases if not paid in the year of issue of this consent.

~~The Section 94 Contribution is currently \$3,489.00 for each applicable lot. This is applicable for Lots 2 and 3.~~

*The Section 94 Contribution is currently \$3,539.00 in the 2016/17 financial year for each applicable lot. This is applicable for Lots 2 and 3.*

23. A section 88b instrument is to be prepared under the Conveyancing Act 1919 to state that:

- a) Any future dwelling to be constructed on lots 2 and 3 are to be constructed to a BAL 12.5 construction standard and comply with sections 3 and 5 as outlined within Australian Standard AS 3959 (2009) Construction of Buildings in Bushfire Prone Areas (Standards Australia, 2009).
- b) A minimum of 20,000ltr water tank is to be installed as an additional static water supply to be used for fire fighting purposes at the time of construction of any future dwelling on lot 2 and 3.
- c) Any gas service for future dwellings on lots 2 & 3 shall comply with section 4.1.3 of 'Planning for Bush Fire Protection 2006'.

**Stage Two Only**

**CONDITIONS TO BE COMPLETED PRIOR TO ISSUE OF SUBDIVISION CERTIFICATE**

24. Modified

~~The access to lot 4 is to be constructed including all necessary concrete culverts, with headwalls, and a bitumen seal from Stringybark Ridge Road to the edge of the building envelope to reduce dust on Lot 1. This is to be constructed to a standard approved by the Director of Infrastructure & Regulation and is at the expense of the developer.~~

The access to lot 4 is to be constructed including all necessary concrete culverts, with headwalls, and a bitumen seal from Stringybark Ridge Road to the boundary line to reduce dust on Lot 1. This is to be constructed to a standard approved by the Director of Infrastructure & Regulation and is at the expense of the developer.

25. Modified

Prior to the issue of a Subdivision Certificate the applicants shall pay to Council contribution toward public amenities and services for which Council is satisfied that the proposed development is likely to create a demand (as detailed in the attached schedule) is to be made (or secured by bank guarantee) prior to the issue of the Construction/Subdivision Certificate. Such charges are listed below and are subject to CPI increases if not paid in the year of issue of this consent.

~~The Section 94 Contribution is currently \$3,489.00 for each applicable lot. The applicable lot is Lot 4.~~

*The Section 94 Contribution is currently \$3,539.00 in the 2016/17 financial year for each applicable lot. The applicable lot is Lot 4.*

26. A Property Vegetation Plan be prepared for the significant Critically Endangered Box-Gum-Woodlands Ecological Community known as the White Box – Yellow Box – Blakely's Red Gum Grassy Woodland on Lot 4.

27. A section 88b instrument is to be prepared under the Conveyancing Act 1919 to state that:

- a) Any future dwelling to be constructed on lot 4 are to be constructed to a BAL 29 construction standard and comply with sections 3 and 7 as outlined within Australian Standard AS 3959 (2009) Construction of Buildings in Bushfire Prone Areas (Standards Australia, 2009).
- b) A minimum of 20,000ltr water tank is to be installed as an additional static water supply to be used for fire fighting purposes at the time of construction of any future dwelling on lot 4.
- c) Any gas service for future dwellings on lot 4 shall comply with section 4.1.3 of 'Planning for Bush Fire Protection 2006'.

**BACKGROUND:**

At Council's Ordinary Meeting held 22 June 2016 it considered a large lot subdivision with approval being given subject to conditions. The approved layout is attached.

A modification request has been submitted, changing the access provisions. The proposed layout is attached.

There have been two submissions which are attached.

The applicant's response to the submissions is attached.

**REPORT:**

A modification has been requested for DA 8/2016 which was approved by Council at its Ordinary Meeting held on 22 June 2016. The modification relates to the access provisions.

The applicant has proposed a changed access consisting of a land swap with the neighbour (Lot 1 DP 875212) resulting in a shorter access handle for lots 2 and 3 to come off Rocklea Road instead of Stringybark Ridge Road. The benefit of this is that:

1. The access is shorter
2. The access is further away from the dwelling located on Lot 1 DP 875212
3. No tree removal is required for the access construction to lots 2 and 3
4. The alignment of the access to lots 2 and 3 will reduce speed along the access handle, thus reducing dust implications.



Further the applicant has requested that the previous bitumen sealing requirements of the internal accesses to lots 2, 3 and 4 be reduced. This request is attached along with a response to the submissions made regarding the modification.

There were two submissions in regards to the modification. Both were concerned at the possible dust implications.

Approval was given to the development by Council subject to the internal access handles were fully bitumen sealed within 5 metres of the Asset Protection Zone (APZ) of Lots 2 and 3 and to edge the building envelope of Lot 4. The sealing requirement is different in each stage, and does not align with Council's normal Policy. In this instance Council is requiring the applicant to extend the seal further than has normally been the case.

A full assessment has been completed and is attached to this report.

#### **CONCLUSION:**

The proposed modification would produce a better planning outcome and would reduce the impacts of this development. The lot most impacted would be Lot 3 DP 1028033. This impact can be significantly reduced by the use of bitumen seal along the full length of the common boundary between Lots 3 DP 1028033 and proposed Lot 3 in the subdivision. Also the impact will be reduced by vegetation plantings as proposed by the New England Surveying & Engineering on the plan dated 26 July 2016.

The representation made by the applicant to reduce the bitumen seal requirement is fair. The use of bitumen seal for the full length of the internal access does not comply with Council's normal policy and will set a precedent for other subdivisions in the area. Consideration should be given to reducing the bitumen seal requirement to accord with Council's normal procedure/policy (and as shown on the plan referred to above and is reflected in Modified Condition 18).

#### **COUNCIL IMPLICATIONS:**

**1. Community Engagement/ Communication (per engagement strategy)**

Nil

**2. Policy and Regulation**

*Environmental Planning & Assessment Act 1979*

**3. Financial (LTFP)**

Nil

**4. Asset Management (AMS)**

Nil

**5. Workforce (WMS)**

Nil

**6. Legal and Risk Management**

Nil

**7. Performance Measures**

Nil

**8. Project Management**

Nil

Prepared by staff member: Libby Cumming, Contract Planner

Approved/Reviewed by Manager: Russell Lloyd, Acting Director of Infrastructure & Regulation

Department: Infrastructure & Regulation

Attachments:

C. Approved Plan – 26 July 2016

D. Development Assessment Report

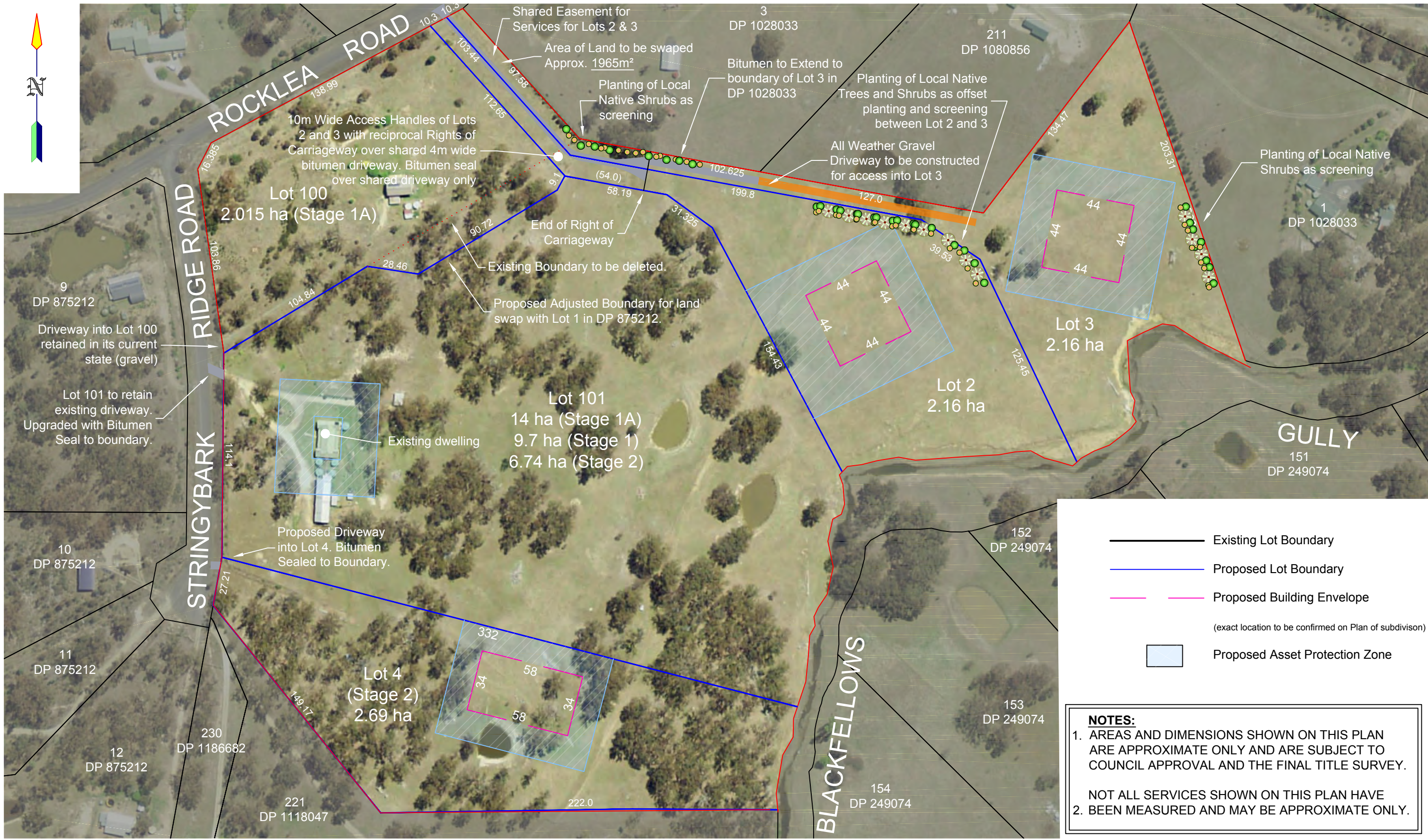
E. Proposed Modification

F. Submission – R Jones

G. Submission – M & J Jones

H. Response to Submissions by Applicant dated 17 August 2016





- Existing Lot Boundary
- Proposed Lot Boundary
- Proposed Building Envelope
- (exact location to be confirmed on Plan of subdivision)
- Proposed Asset Protection Zone

**NOTES:**  
1. AREAS AND DIMENSIONS SHOWN ON THIS PLAN ARE APPROXIMATE ONLY AND ARE SUBJECT TO COUNCIL APPROVAL AND THE FINAL TITLE SURVEY.  
NOT ALL SERVICES SHOWN ON THIS PLAN HAVE  
2. BEEN MEASURED AND MAY BE APPROXIMATE ONLY.

F	26/7/16	Extension of Bitumen Driveway
C	28/1/16	Building Envelopes and APZ's
B	12/10/15	Amendments to Boundaries
A.	22/7/15	Original Issue
Rev.	Date	Description

Project:  
**Proposed Subdivision of Lot 212 in DP 1080856**  
13 Stringybark Ridge Road, Invergowrie  
Drawing Title  
**Plan of Proposed Subdivision**

Client:  
**Benjamin Jon McLean**  
13 Stringybark Ridge Road  
Invergowrie NSW, 2350  
Scale Bar:  
20 0 20 40 60 80 100  
SCALE OF METRES 1:2000



**New England**  
**SURVEYING & ENGINEERING**  
Land Development Consultants  
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web: www.nese.com.au

Scale: 1:2,000	Date: 26/07/2016
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	Revision: 74 F



## Development Assessment Report

**DA Number:** DA-8-2016-2 **Council:** Uralla Shire Council  
**Location:** 13 Stringybark Ridge Road INVERGOWRIE  
**Development Description:** Subdivision of Land  
**Title Details:** Lot: 212 DP: 1080856

### Proposal Overview

The amended application is to amend the lot layout. The change is that the access handle is now being taken from Rocklea Road as part of a land swap arrangement with a neighbouring property. This means that the access handle to lots 2 and 3 are shorter and there will be no tree removal required for access construction.

### Property Details/History

	Checked	Comments
File History	Yes	
Title Plan	Yes	
Check Ownership	Yes	

Is there any other issue that requires notation? No

### Application Type

Is this application an Integrated Development Application? No

Is this application a Designated Development Application? No

Is this application for State Significant Development? No

Is this application submitted by/on behalf of a Public Authority? No

Is this application a staged Development? Yes

**Details of Staging:** There will be 3 stages being Stage 1A – Boundary adjustment, Stage 1 the excision of lots 2 and 3 from the residue, and stage 2 being the excision of lot 4 from the residue. The end lot sizing will be Lot 100 (2.015ha) Lot 101 (6.74 ha) Lot 2 (2.16ha) Lot 3 (2.16ha) and Lot 4 (2.69ha).

Is this application a section 96 amendment? Yes

Date of original development consent: 27 June 2016

Does this section 96 application contain a major deviation from the original development consent? Yes

**Comment:** The lot layout has not changed significantly, but the access provisions to lots 2 and 3 have changed.

### Concurrence/Referral

*Section 79b – EP & A Act*

Does this application require concurrence referral? No

Does this application require courtesy comment? No

Is there any other issue that requires notation? No

**Does this application require referral to the Environment, Development & Infrastructure****Committee?**

Yes

**Reason:** Due to submissions, but due to Council elections, the Committee is not sitting until after the next Ordinary Meeting.

**Does this application require referral for decision by Council?**

Yes

Department	Referral	Response Received	Comments/Issues Raised
NSW RFS	Yes	Yes	There has been little change from the original general terms of approval.

**Local Environmental Plan***Section 79c(1)(a)(i) – EP & A Act***This land is zoned:** R5 Large Lot Residential**List the relevant clause/clauses applicable under the LEP**

Clause	Compliance	Comment
Land Use Table	Yes	Is permissible development – making opportunity for dwelling provision.
Minimum Lot Size Map	Yes	The minimum lot size is 2 ha.

**Is there a draft LEP or draft LEP amendment which may affect this proposal?**

No

**Is there any other issue/feature that requires notation?**

No

**Do 'existing use' provisions apply to this development?**

No

**Development Control Plan***Section 79c(1)(a)(iii) – EP & A Act***Does Uralla DCP 2011 apply to this land/proposal?**

Yes

**List the relevant chapter/clause under the Uralla DCP**

Chapter	Clause	Compliance	Comment
2	Large Lot Areas	Yes	Complies with all provisions.
13	Notification	Yes	Notified with 2 submissions being received.

**Is there a draft DCP which may affect this proposal?**

No

**Is there any other issue that requires notation?**

No

**Regional Environmental Plan**

There is no REP applicable to this area.

**State Environmental Planning Policy****Is this proposal affected by a SEPP?**

Yes No

## Planning Agreement

*Section 93F (10) – EP & A Act*

Is there a Planning Agreement in force under section 93F of the EP&A Act? No

Has a Planning Agreement been offered under this development? No

## Planning Strategies/Local Policy

*Section 79c(1)(b) – EP & A Act*

Is there a Planning Strategy or Local Policy that requires notation? No

Has the applicant submitted any supporting planning assessments? No

Is there any other issue/feature that requires notation? No

**Comment:** Further supporting planning assessments are not required for this modification.

## Subdivision

Is this application for subdivision? Yes

How many new lots are being created? 3

**Comment:** 3 additional lots being created and a residue and neighbouring lot being reconfigured.

## Environmental Impacts

*Section 79c(1)(b) – EP & A Act*

Does this proposal have any potential impact on?

	Impact	Comment
<b>Social</b>	No	
<b>Economical</b>	No	
<b>Siting &amp; Configuration</b>	Yes	Increased impact on neighbouring property (Lot 3 DP 1028033) from access handle which now traverses a longer distance along the adjoining boundary line.
<b>Setbacks</b>	No	
<b>Privacy</b>	No	
<b>Overshadowing</b>	No	
<b>Solar Access</b>	No	
<b>Visual</b>	No	
<b>Significant Views</b>	No	
<b>Amenity</b>	No	
<b>Water</b>	No	
<b>Air</b>	No	
<b>Noise</b>	No	

	Impact	Comment
Land Degradation	No	
Tree Loss	No	
Flora	No	
Fauna	No	

### Environmental Impacts – Threatened Species

*Section 79c(1)(b) – EP & A Act*

Has a Threatened Species Impact Assessment been prepared?	No
Are there any species/communities listed under the TSC Act?	No
Does the proposed development require approval under the EPBC Act?	No
Is a Species Impact Statement required?	No

### Environmental Impacts – Heritage

*Section 79c(1)(b) – EP & A Act*

Does this proposal have any potential impact on?

Heritage	Impact	Comment
European	No	
Aboriginal	No	

Is this land classified as containing an item of environmental heritage?	No
Is there an impact on and adjoining or in close vicinity to an item of environmental heritage?	No
Is this proposal in a heritage conservation Zone?	No
Is this proposal in an adjoining or in close vicinity to a conservation zone?	No
Has a Heritage Impact Statement been prepared for this proposal?	No
Has an Archaeological Survey been prepared for this proposal?	No
Is there any other issue/feature/impact that requires notation?	No

### Flooding

*Section 79c(1)(b) – EP & A Act*

Is this property flood affected?	No
----------------------------------	----

### Bush Fire Prone Land

*Section 79c(1)(b) – EP & A Act*

Is this property bush fire prone as per the Bush Fire Prone Map?	Yes
Has this plan been accepted by the NSW Rural Fire Service?	Yes

**Comment:** General Terms of Approval has been issued with little modification.

**Contaminated Land***Section 79c(1)(b) – EP & A Act*

Has this land been identified as being contaminated land by Council?	No
Is it a possibility this land may be contaminated?	No
Has a Contaminated Land Site Investigation been completed?	No
Is this land in the close vicinity or adjoining a known contaminated site?	No

**Infrastructure**

Has an engineering assessment been completed? Yes

Does this proposal have any potential impact on:

	Impact	Comment
Sewer	No	
Water	No	
Drainage	No	
Access	Yes	The original development consent issued, required that the full access handle and all internal driveways be bitumen sealed. This does not align with Council's policy or Development Control Plan for R5 developed land. The applicant has made a fair representation of this to be reconsidered and the proposed modified layout indicates the proposed sealing, particularly for lots 2 and 3. There are no other internal driveways in the area which are bitumen sealed.
Kerb & Gutter	No	
Upgrade Existing Road	No	
Road Network	No	
Existing Easements	No	
Electricity	No	
Telecommunications	No	
Pedestrian Access	No	
Loading & Unloading	No	
Parking	No	
Energy Conservation	No	

Does the development require any new easements? No



## Construction Assessment

Is a construction assessment required? No

## Section 68 Assessment

*Section 68 – LGA Act*

Is a section 68 assessment required? No

## Developer Contributions

*Section 94 – EP & A Act*

Does this proposal require any Developer Contribution? Yes

Is the contribution for a subdivision? Yes

Is the contribution for a special purpose relating only to this proposal? No

**Comment:** The contribution rate will not change as a part of this modification.

## Signage

Does this proposal require signage? No

## Notification

*Section 79c(1)(d) – EP & A Act*

Is this application an advertised development application? Yes

Was this application advertised as per the provisions of? DCP

Was this application notified as per the provisions of Council's Notification Policy? Yes

Were there any written submissions received? Yes

<b>Submission Maker</b>	<b>R Jones</b>
<b>Issues:</b> <ul style="list-style-type: none"> <li>Dust and maintenance issues relating to internal access roads to Lots 2 and 3.</li> </ul>	
<b>Comment:</b> I believe that bitumen sealing of the access handle where it is reciprocal access, and along the boundary line to Lot 3 DP 108033 is warranted due to protect the two closest dwellings, especially if the closest dwelling is also protected with a vegetation planting along the boundary line. The reciprocal access handle is 20 metres wide, therefore there is sufficient room for suitable plantings. This planting would reduce, noise, dust, and light impact, and improve privacy.  The applicant has also suggested a gravel all weather a method of construction which would reduce dust impact. Maintenance would be by way of a section 88b restriction and would be the responsibility of the owners of Lots 2 & 3 after construction.	
<b>Submission Maker</b>	<b>M &amp; J Jones</b>
<b>Issues:</b> <ul style="list-style-type: none"> <li>Dust and maintenance issues relating to internal access roads to Lots 2 and 3.</li> </ul>	
<b>Comment:</b> As per comments above.	

Is there any other issue/feature that requires notation? No

## Section 88b Instrument

**Does Council require a Section 88b instrument to be prepared?** Yes

**Comment:** The original condition to stand in regard to the maintenance of the reciprocal right of carriageway.

## Public Interest

*Section 79c(1)(e) – EP & A Act*

**Does this proposal have any construction or safety issues?** No

**Is there any public health issues?** No

**Are there any other public interest issues?** No

## Site Suitability

*Section 79c(1)(c) – EP & A Act*

**Is this a suitable site for this proposal** Yes

## Assessing Officer General Comment

**Comment:** This subdivision layout is a better design than the previous. There are no issues that cannot be appropriately conditioned.

## Recommendation

This development application be approved subject to the following conditions.

### ***PRESCRIBED CONDITIONS (under Environmental Planning and Assessment Regulation 2000)***

*Nil*

### ***GENERAL CONDITIONS***

1. Modified

~~The development must take place in accordance with the approved plans (bearing the Council approval stamp) and documents submitted with the application, drawn by New England Surveying and Engineering, numbered 20150705, Revision D, and dated 20/05/2016, and subject to the conditions below to ensure the development is consistent with Council's consent.~~

The development must take place in accordance with the approved plans (bearing the Council approval stamp) and documents submitted with the application, drawn by New England Surveying and Engineering, numbered 20150705, Revision F, and dated 26 July 2016, 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. 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.
4. 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.

5. 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.
6. Modified  
~~Each new driveway is to display rural addressing number. The rural address number for each lot will be Lot 1 – 17, Lot 2 – 15, Lot 3 – 13 and Lot 4 – 19). The current fee for the 2015/2016 year is \$64.00 per number, which includes installation.~~  
Each new driveway is to display rural addressing number. The rural address number for each lot will be Lot 101 – 17 Stringybark Ridge Road, Lot 2 – 23 Rocklea Road, Lot 3 – 25 Rocklea Road and Lot 4 – 19 Stringybark Ridge Road). The current fee for the 2016/2017 year is \$66.00 per number, which includes installation.
7. A section 88b instrument is to be prepared under the Conveyancing Act 1919 to state that:
  - a) The wastewater treated on lots 2, 3 and 4 are to be treated to a secondary standard using an aerated wastewater treatment system or similar. The selected wastewater treatment system is to be fitted with a chlorination chamber or ultraviolet steriliser to provide disinfection of effluent prior to irrigation. A minimum land application area of 360m<sup>2</sup> is required for each system with additional reserve areas being dedicated for future expansion if necessary.
  - b) All future clearing is only to occur in the designated development areas.
  - c) Any mature trees that fall within are to be retained where possible.
  - d) All 'soft felled' trees must be left for a minimum of 2 nights prior to being moved to a stockpile, to allow for resident fauna to vacate tree hollows.
  - e) A copy of the flora and fauna assessment undertaken by Bushfire Safe (Aust) P/L dated December 2015 is to be provided to all future owners to alert them of the presence and ecological value of the Critically Endangered Box-Gum-Woodlands Ecological Community known as the White Box – Yellow Box – Blakely's Red Gum Grassy Woodland, thus encouraging them to recognise the biodiversity as an asset to be protected.

### ***INTEGRATED GENERAL TERMS OF APPROVAL AS PART OF THIS CONSENT***

***These conditions are in accordance with Section 91 of the Environmental Planning & Assessment Act 1979 and are issued by the NSW Rural Fire Service.***

8. Modified  
~~The development proposal is to comply with the subdivision layout identified on the drawing prepared by New England Surveying & Engineering numbered 20150705 (Rev. C), dated 28 January 2016, except as modified by the following conditions:~~  
The development proposal is to comply with the subdivision layout identified on the drawing prepared by New England Surveying & Engineering numbered 20150705 (Rev. F), dated 26 July 2016, except as modified by the following conditions:

### Asset Protection Zone

The intent of measures is to minimize the risk of bush fire attack and provide protection for emergency services personnel, residents and others assisting fire fighting activities. To achieve this, the following condition shall apply:

9. At the issue of subdivision certificate and in perpetuity, the land surrounding the existing dwelling on proposed Lot 1, to a distance of 29 metres to the north and west, and 35 metres to the south and east, shall be maintained as an inner protection area (IPA) as outlined within section 4.1.3 and Appendix 5 of 'Planning for Bush Fire Protection 2006' and the NSW Rural Fire Service's document 'Standards for asset protection zones'.

*Further this condition has been added to by Uralla Shire Council in that:*

A restriction to the land use pursuant to section 88B of the *Conveyancing Act 1919* shall be placed on each lot to ensure perpetuity.

### Water and Utilities

The intent of measures is to provide adequate services of water for the protection of buildings during and after the passage of a bush fire, and to locate gas and electricity so as not to contribute to the risk of fire to a building. To achieve this, the following conditions shall apply:

10. A 20,000 litre fire fighting water supply shall be provided for the existing dwelling on proposed Lot 1 in accordance with section 4.1.3 of 'Planning for Bush Fire Protection 2006'.
11. Any alteration to the electricity supply network required to service the subdivision shall comply with section 4.1.3 of 'Planning for Bush Fire Protection 2006'.
12. Any gas service at the existing dwelling shall comply with section 4.1.3 of 'Planning for Bush Fire Protection 2006'.

### Access

The intent of measures for property access is to provide safe access to/from the public road system for fire fighters providing property protection during a bush fire and for occupants faced with evacuation. To achieve this, the following conditions shall apply:

13. Modified  
~~Property access roads shall comply with section 4.1.3(2) of 'Planning for Bush Fire Protection 2006'.~~  
Property access roads shall comply with section 4.1.3(2) of 'Planning for Bush Fire Protection 2006', except that an alternative access is not required for proposed Lots 2 and 3.
14. Deleted  
~~A restriction to the land use pursuant to section 88B of the 'Conveyancing Act 1919' shall be placed over the proposed fire trail shown on the plan prepared by Bushfire Safe (Aust) numbered 15078, dated November 2015. The fire trail shall be constructed and maintained in accordance with section 4.1.3(3) of 'Planning for Bush Fire Protection 2006'.~~

### Design and Construction

The intent of measures is that buildings are designed and constructed to withstand the potential impacts of bush fire attack. To achieve this, the following conditions shall apply:

15. The existing dwelling on proposed Lot 1 is required to be upgraded to improve ember protection. This is to be achieved by enclosing all openings (excluding roof tile spaces) or covering openings with a non-corrosive metal screen mesh with a maximum aperture of 2mm. Where applicable, this includes any sub floor areas, openable windows, vents, weep holes and eaves. External doors are to be fitted with draft excluders.

16. Roofing of the existing dwelling on proposed Lot 1 shall be gutterless or guttering and valleys are to be screened to prevent the build up of flammable material. Any materials used shall be non-combustible.

**Stage One Only**

***CONDITIONS TO BE COMPLETED PRIOR TO ISSUE OF SUBDIVISION CERTIFICATE***

17. Modified

~~The access to the residue Lot 1 is to be constructed including all necessary concrete culverts with headwalls, and a bitumen seal from Stringybark Ridge Road to within 5 metres of the edge of the asset protection zone in order to prevent dust. This is to be constructed to a standard approved by the Director of Infrastructure & Regulation and is at the expense of the developer.~~

The access to the residue Lot 100 and 101 is to be constructed including all necessary concrete culverts with headwalls, and a bitumen seal from Stringybark Ridge Road to within 5 metres of the edge of the asset protection zone in order to prevent dust. This is to be constructed to a standard approved by the Director of Infrastructure & Regulation and is at the expense of the developer.

18. Modified

~~The joint access to Lots 2 and 3 is to be constructed including all necessary concrete culverts with headwalls, and a bitumen seal from Stringybark Ridge Road for the full length of the right of carriageway up to 5 metres from the edge of the asset protection zone for each lot to prevent dust. This is to be constructed to a standard approved by the Director of Infrastructure & Regulation and is at the expense of the developer.~~

The joint access to Lots 2 and 3 is to be constructed including all necessary concrete culverts with headwalls, and a bitumen seal from Rocklea Road for the full length of the reciprocal right of carriageway and along the internal access for Lot 3 for the full length of the boundary to Lot 3 DP 1028033 to prevent dust. This is to be constructed to a standard approved by the Director of Infrastructure & Regulation and is at the expense of the developer.

19. Modified

~~Vegetation screening is to be planted associated in the plan by New England Surveying and Engineering dated 20 May 2016. This vegetation screening is to be maintained for a two year period to ensure establishment.~~

Vegetation screening is to be planted associated in the plan by New England Surveying and Engineering dated 26 July 2016 with the plantings to be extended to the eastern most point of Lot 3 DP 1028033. This vegetation screening is to be maintained for a two year period to ensure establishment.

20. A Section 88B Instrument is to be submitted with the application for a subdivision certificate. The final plan of subdivision and accompanying Section 88B Instrument are to provide for the following items listed:

- a) Easement to supply electricity for future infrastructure as required (width as directed by Essential Energy)
- b) Reciprocal Right of Carriageway, 5 metre wide (over access handle to jointly benefit proposed Lots 2 and 3)
- c) Details of maintenance responsibilities and any future upgrading of the reciprocal right of carriageway.

21. Modified

~~To enable emergency services to identify each property, a separate rural address numbering post is to be erected at the branch of the right of carriageway, identifying each lot. The current fee for the 2015/2016 year is \$64.00, which includes installation.~~

To enable emergency services to identify each property, a separate rural address numbering post is to be erected at the branch of the reciprocal right of carriageway, identifying lot 2 and 3. The current fee for the 2015/2016 year is \$66.00, which includes installation.

22. Modified

Prior to the issue of a Subdivision Certificate the applicants shall pay to Council contribution toward public amenities and services for which Council is satisfied that the proposed development is likely to create a demand (as detailed in the attached schedule) is to be made (or secured by bank guarantee) prior to the issue of the Construction/Subdivision Certificate. Such charges are listed below and are subject to CPI increases if not paid in the year of issue of this consent.

~~The Section 94 Contribution is currently \$3,489.00 for each applicable lot. This is applicable for Lots 2 and 3.~~

*The Section 94 Contribution is currently \$3,539.00 in the 2016/17 financial year for each applicable lot. This is applicable for Lots 2 and 3.*

23. A section 88b instrument is to be prepared under the Conveyancing Act 1919 to state that:

- a) Any future dwelling to be constructed on lots 2 and 3 are to be constructed to a BAL 12.5 construction standard and comply with sections 3 and 5 as outlined within Australian Standard AS 3959 (2009) Construction of Buildings in Bushfire Prone Areas (Standards Australia, 2009).
- b) A minimum of 20,000ltr water tank is to be installed as an additional static water supply to be used for fire fighting purposes at the time of construction of any future dwelling on lot 2 and 3.
- c) Any gas service for future dwellings on lots 2 & 3 shall comply with section 4.1.3 of 'Planning for Bush Fire Protection 2006'.

**Stage Two Only**

**CONDITIONS TO BE COMPLETED PRIOR TO ISSUE OF SUBDIVISION CERTIFICATE**

24. Modified

~~The access to lot 4 is to be constructed including all necessary concrete culverts, with headwalls, and a bitumen seal from Stringybark Ridge Road to the edge of the building envelope to reduce dust on Lot 1. This is to be constructed to a standard approved by the Director of Infrastructure & Regulation and is at the expense of the developer.~~

The access to lot 4 is to be constructed including all necessary concrete culverts, with headwalls, and a bitumen seal from Stringybark Ridge Road to the boundary line to reduce dust on Lot 1. This is to be constructed to a standard approved by the Director of Infrastructure & Regulation and is at the expense of the developer.

25. Modified

Prior to the issue of a Subdivision Certificate the applicants shall pay to Council contribution toward public amenities and services for which Council is satisfied that the proposed development is likely to create a demand (as detailed in the attached schedule) is to be made (or secured by bank guarantee) prior to the issue of the Construction/Subdivision Certificate. Such charges are listed below and are subject to CPI increases if not paid in the year of issue of this consent.

~~The Section 94 Contribution is currently \$3,489.00 for each applicable lot. The applicable lot is Lot 4.~~

*The Section 94 Contribution is currently \$3,539.00 in the 2016/17 financial year for each applicable lot. The applicable lot is Lot 4.*

26. A Property Vegetation Plan be prepared for the significant Critically Endangered Box-Gum-Woodlands Ecological Community known as the White Box – Yellow Box – Blakely's Red Gum Grassy Woodland on Lot 4.

27. A section 88b instrument is to be prepared under the Conveyancing Act 1919 to state that:
- a) Any future dwelling to be constructed on lot 4 are to be constructed to a BAL 29 construction standard and comply with sections 3 and 7 as outlined within Australian Standard AS 3959 (2009) Construction of Buildings in Bushfire Prone Areas (Standards Australia, 2009).
  - b) A minimum of 20,000ltr water tank is to be installed as an additional static water supply to be used for fire fighting purposes at the time of construction of any future dwelling on lot 4.
  - c) Any gas service for future dwellings on lot 4 shall comply with section 4.1.3 of 'Planning for Bush Fire Protection 2006'.

### Conclusion

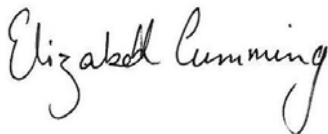
I confirm that I am familiar with the relevant heads of consideration under the Environmental Planning & Assessment Act and Local Government Act (if applicable) and have considered them in the assessment of this application.

I certify that I have no pecuniary or non-pecuniary interest in this application.

Additional Notes Attached:

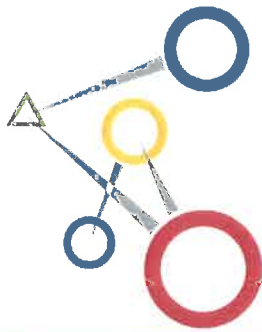
No

Signed:



**Date: 8 September 2016**





New England  
**SURVEYING &  
ENGINEERING**  
Land Development Consultants

Rowan Donnelly B.Eng.  
Director  
Registered Surveyor

Sean Doodson B.Surv.  
Director  
Registered Surveyor



Your Ref: DA-8-2016  
Our Ref: 20150705

8 July 2016

Uralla Shire Council  
PO Box 106  
URALLA NSW 2358

**RE: Section 96 Modification to DA-8-2016**  
**13 Stringybark Ridge Road, Invergowrie**  
**Lot 212 in DP 1080856**

To whom it may Concern,

We hereby request that Council consider this application for a modification to DA-8-2016 as provided for under section 96 of the EP&A Act.

Following a recommendation by Libby Cumming our client pursued the option of a land swap with the owner of Lot 1 in DP 875212. This has been agreed upon by both parties and will allow our client to create an access handle directly to Rocklea Road along the eastern boundary of Lot 1 in DP 875212. The access handle will also double as a servicing corridor which will negate the need for an easement for overhead power lines across neighbouring properties. Other benefits of this option include;

- Access to proposed Lots 2 and 3 will be approximately 110m shorter,
- No tree clearing required along the proposed driveway alignment,
- Driveway will be clear of any bushfire threat and potential koala habitat and,
- Greater buffer distance between the driveway and the existing dwelling on Lot 1 in DP 875212.

The proposed land swap will be of an equal area of approximately 1965m<sup>2</sup> to ensure that Lot 1 in DP 875212 remains above the minimum lot size of 2 ha. The land to be swapped is indicated on the enclosed Plan of Proposed Subdivision (Rev E).

Our client's legal advice is that the land swap (boundary adjustment) should be settled prior to any of the subdivision works occurring. Therefore we request that the boundary adjustment be added to the consent as Stage 1A. This stage would not involve any physical conditions of consent as existing services and access to lots will be retained in their current state.



## New England Surveying & Engineering

We also seek modifications to conditions 17, 18 and 24. We request that the need for bitumen sealing of driveways all the way to the building envelope be removed from the consent.

The condition for bitumen sealing of the entire length of the driveways is costly, onerous and over steps the provisions of the DCP and development standards previously accepted by Uralla Council and currently accepted by Armidale Regional Council for land located in the R5 zone. Such a costly change in Development Standards needs to be put before Council and detailed in the DCP or Engineering Code so that consultants and developers are aware of the policy from the outset.

We do not accept that dust will be an issue given the low volume of traffic, the proposed landscaping screens and the slow vehicle speeds. It should be noted that there are many dwellings in the Invergowrie area which are closer to gravel public roads than at the proposed development site.

The accepted development standard has always been bitumen seal from road to boundary only, and gravel "all weather" inside the lot. Furthermore it has only ever been the responsibility of the developer to construct driveways on private land which are within a battle-axe handle or which are shared between lots. Driveways to Lots with full road frontage have only ever been required from road to boundary (with a culvert crossing).

Therefore we request that Council now apply these same standards to this development.

We propose that;

- The shared section of the driveway into Lots 2 and 3 be bitumen sealed up to the end of the right of carriageway. This surface type is appropriate in this location given the increased amount of traffic of two dwellings. Furthermore the bitumen sealed surface will have greater longevity and so should be less maintenance for the new owners.
- Once past the right of carriageway the driveway in proposed Lot 3 will be constructed for the length of the access handle only. The driveway will be an all-weather gravel surface.
- Driveways inside proposed Lots 2, 3 and 4 will be not be constructed as part of this development and will the responsibility of future owners who can build the driveways to suit the design and positioning of their new dwellings. This is the currently accepted standard at subdivisions such as Satinvale Estate.
- Driveways into proposed Lot 1 (the existing dwelling) and 4 will only be bitumen sealed from the edge of road to the property boundary.

Please see enclosed three copies of the amended plan of proposed subdivision and the completed USC Application form.

Please forward Councils fee advice to [sean@nese.com.au](mailto:sean@nese.com.au). Please do not hesitate to contact me should you require any further information.

Yours faithfully,



Sean Doodson

Robert Jones  
1401 Bundarra Road  
Invergowrie NSW 2350  
T: 02 6775 2412  
M: 0427 147700

31 July 2016

Uralla Shire Council  
32 Salisbury Street  
Uralla NSW 2358  
[council@uralla.nsw.gov.au](mailto:council@uralla.nsw.gov.au)

Dear Uralla Shire Council,

**RE: Objection to DA-8-2016 – 2 # 13 Stringybark Ridge Road, Invergowrie NSW 2350**

I refer to your letter dated 20 July 2016 notifying me of the proposed modification to DA-8-2016, a 4 lot staged subdivision on Stringybark Ridge Road, Invergowrie.

As the owner of two adjoining properties to the site, I wish to object to the proposed modification regarding the development on the grounds that the notification plan provided shows the provision of only a shared **gravel driveway** for Lot 3. My concern is that a gravel driveway will create a constant level of dust, debris and ongoing maintenance that would be undesirable for the potential owners of Lot 3 as well as for me as the owner of the two adjoining properties (DP1080856 and DP1028033). A sealed road for this proposed development would, in my opinion, result in a far better outcome for all current and future landholders. This was my objection to the initial DA-8-2016 back in February and remains my objection to the current modified development DA-8-2016-2.

Yours sincerely,



Robert Jones

**Council**

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**From:** Michael Jones <michael.jones21@hotmail.com>  
**Sent:** Thursday, 4 August 2016 10:31 AM  
**To:** Council  
**Subject:** TRIM: Submission DA-8-2016-2 -13 Stringybark Ridge Rd, Invergowrie  
**Attachments:** USC Entry Submission.doc

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

**HP TRIM Record Number:** UI/16/2210

Dear Sir,

Our submission was today handed to your acting Director of Engineering - Russell, and a copy is attached also.

By way of supplement, we feel that the re-locating of access road being along the full length of our boundary will have a significantly negative affect to our privacy and our use and enjoyment of premises. As bedrooms have been located at Southern or nearest side to proposed road, and being purposely designed to accommodate elderly people, the moving of road will spoil privacy and add significant noise issues to use of home.

This would necessitate additional costs in the thousands for us in constructing high fences around southern and eastern sides of building, plus the loss of valuable grazing land plus fencing costs to plant screening trees and protect them from livestock. All these things are additional costs to us but none will completely fix privacy & noise issues from such a close road.

As mentioned in original and also second attached submissions, an extremely nearby gravel road will create major dust issues for us. Our block experiences regular strong winds, particularly from the east, which is where gravel road would be directly and closely located IF condition of having road sealed for full length was changed. We cannot see any reason why non-sealing would be relevant with the same or more dust issues to original approval by Council (ie "sealed for full length of right of carriageway up to 5 metres from the edge of the asset protection zone for each lot to prevent dust"). We feel same condition of full sealing, especially directly across from our home should apply at the very least.

These are our main issues as discussed with Director this morning.

Regards,

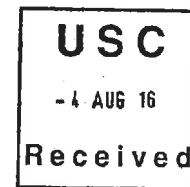
Michael & Jody Jones

Ph. (02) 6776 6219 e-mail: [michael.jones21@hotmail.com](mailto:michael.jones21@hotmail.com) Liability limited by a scheme approved under Professional Standards Legislation. DISCLAIMER: This e-mail is for it's intended recipient only. If this e-mail has been sent to you in error, or contains privileged or confidential information, or the contact details of other persons, then you must not copy or distribute this information and you must delete the e-mail and notify the sender. Liability is expressly excluded by Jones Accounting Services Pty Ltd in the event of viruses accompanying this e-mail or any attachment.

Rose Cottage  
25 Moffatt Road  
INVERGOWRIE NSW 2350.

1<sup>st</sup> August, 2016.

General Manager  
Uralla Shire Council  
PO Box 106  
URALLA NSW 2358.



Dear Sir,

**Submission for DA-8-2016 – 13 Stringybark Ridge Rd, Invergowrie.**

We own adjoining property at Lot 3/DP1028033, and feel we would be significantly affected by this proposed change in road access to Lots 2 & 3.

Whilst we are not against the sub-division itself, we do have concerns about some aspects which were mostly outlaid in our submission to original plan of sub-division.

To understand our position we feel it relevant to outline main chain of events to date:

- After noticing painted posts in ground across from boundary, we met owner (Mr Ben McLean) and discussed a possible sub-division which we were advised was only a possibility and quite some time off if it ever happened. We expressed concerns of keeping our privacy and not spoiling our home being completed.
- Surprisingly received proposed sub-division soon after that with access from Stringybark Ridge Rd, including a gravel road for the full length to the Lots
- We spoke with Councillors Mr Kevin Ward & Ms Daphne Field mainly about our concerns of gravel road, increased noise, privacy, etc. Both Councillors thought that new sub-divisions must have sealed roads throughout them for dust issues. We stressed need for sealing of road, and also screening of trees between road and our home which is built towards sub-division end of block.
- Submission lodged to object against gravel road, request screening between road and our block, and for road to be kept as far as possible away from our boundary.
- Cr Kevin Ward met with Michael at block with a report from Town Planner recommending what we understood was the sealing of all roads in sub-division. Wording was slightly confusing to us both, but the gist seemed to be the roads had to be all sealed. We both agreed this was reasonable and required.
- A few weeks later noticed orange flagged pegs on our boundary, and also on Rocklea Rd, so decided to meet Mr McLean to see what was happening.
- Met with Mr McLean, was advised road was coming in from Rocklea Rd now due to land swap. I expressed our concerns as we now had a road along the full length of our boundary, not just part-way along it. As we have built on this end of block this change obviously impacts on us significantly. Tree planting was agreed upon along full boundary length, we understood from discussions that the entire road would be sealed as was previously the case, and agreed to work together as far as possible to improve relations and get a good outcome for all.
- Neighbours from Lot 100 visited us and apologised for having to do the land swap as were in a difficult position. They felt it would impact on us negatively and said "it was slightly the better of two bad options that they had".

- Received Alternate Entry Proposal, and noticed proposed Gravel Road directly opposite our recently completed house. We met with Mr McLean who advised that he only had to seal road to the end of right of carriageway. We said that we understood from discussions with Councillors & him that sealing was to be done all the way along, and assuming this was so, were upset with Council that it appeared that part of the portion opposite our home was now not to be sealed?? We didn't understand at this time how this had supposedly changed!
- Mr McLean agreed that dust would be an issue for us, and agreed it was fair to seal to the end of our boundary. He asked for our support of sub-division itself – we are not against the sub-division, just the negative issues road access will cause to us. At this time we were unaware that sealing of road per previous approval, was actually still as we previously understood – to go all the length of the roads, ie to go “up to 5 metres from the edge of the asset protection zones”. Having received map with gravel road saying different, and not knowing the procedures of how amendment proposal had arisen, created the confusion.
- Michael telephoned Melody at Planning Dept who explained that the map I had was only what the developer wanted, not what Council had approved. Melody explained the meaning of what had to be sealed on previous approval (ie to within 5 metres of asset protection zone) and suggested it may well be the same on this amendment especially with the same, or more dust issues. I explained our concerns of gravel road directly across from our home, noise and privacy issues, and Melody suggested putting in another submission, which we now are doing.

Basically, we are mainly concerned at the amount of dust and noise this road will create being so close to our home, which incidentally is closer than surveyor's map shows due to balance of home being constructed since photo was taken. This creates a bit of a false image of how close our home actually is to the proposed gravel road, especially with the recent loss of trees between home & boundary due to strong wind and soggy soil.

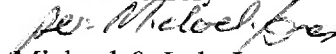
To be honest, we feel the road should stay at the initial location as there is no doubt we will be significantly disadvantaged by the move. Neighbours doing the land swap agree we will be also. A possible future sale of property to family members will also be at major risk with change. If road is moved, we feel the road should be sealed the whole distance as was previously the case and with dust coming from the full road access to Lot 3 – per previous approval, why wouldn't the whole road still be sealed? The moving of road will significantly disadvantage us, with major cost savings for developer, so full sealing is surely fair? Planting of trees & shrubs between road and our boundary we feel is an absolute must also, but will take significant time to have any affect to privacy, etc.

Also as trees planted along our boundary do not take water run off very well (have either died when wet or fallen over very recently), we ask for any excavation of roads to include proper roadside drainage to keep run-off away from our block's boundary.

We do wish Mr McLean and his family the best of luck with the sub-division itself, and hope to be able to live in harmony. For this, we have offered to help with tree planting, supply some fence posts, and help wherever we reasonably can, as gestures of goodwill.

But hopefully you can see we will be very significantly, and negatively affected by this change. We have acted reasonably and in good faith with all parties and now ask for a reasonable outcome for us in fairness also.

Yours sincerely

  
Michael & Jody Jones.





New England  
**SURVEYING &  
ENGINEERING**  
Land Development Consultants

Rowan Donnelly B.Eng.  
Director  
Registered Surveyor

Sean Doodson B.Surv.  
Director  
Registered Surveyor

Your Ref: DA-8-2016/A  
Our Ref: 20150705

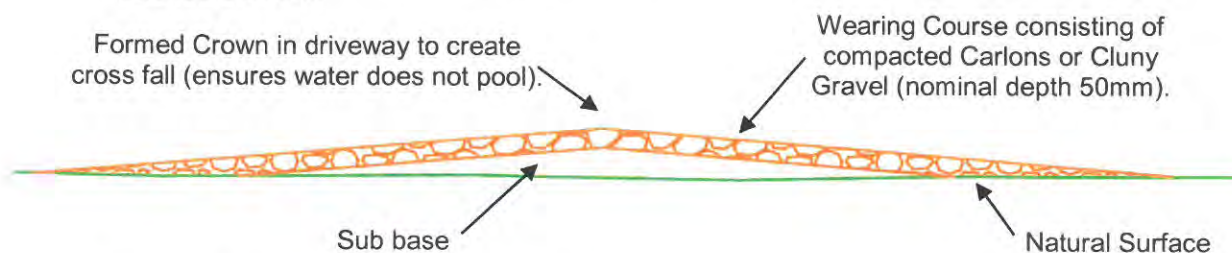
17 August 2016

Uralla Shire Council  
PO Box 106  
URALLA NSW 2358

**RE: Response to Public Submissions DA-8-2016/A**  
**13 Stringybark Ridge Road, Invergowrie**  
**Lot 212 in DP 1080856**

In regard to the public submissions received to the proposed modifications to DA-8-2016 being a 4 Lot subdivision at 13 Stringybark Ridge Road, Invergowrie, we submit the following response;

- Our client, Mr Ben McLean, has been in discussions with Mr Michael Jones (owner of Lot 3 in DP 1028033) and he acknowledges Mr Jones' concerns. Our client has therefore offered to further extend the bitumen sealing of the driveway of Lot 3 length of the common boundary (as indicated on the Plan of Proposed Subdivision Revision F). This will further reduce any potential dust or noise impacts on Mr Jones dwelling.
- Past this point the driveway in Lot 3 will be constructed to the all-weather gravel standard as depicted in figure 1.0 below. The driveway will be constructed with a sub base (nominal depth of 100-150mm) consisting of a locally sourced gravel material which will be rolled to achieve suitable compaction. This will be covered by a 50mm wearing course consisting of imported ridge gravel (such as Carlons or Cluny). The ridge gravel will have a medium clay content, with a high concentration of larger rock particles (20-50mm). This material will be rolled and compacted to create a hard packed surface.



**Figure 1.0:** Typical Section of All Weather Gravel Driveway (not to scale).

Page 1 of 3

Surveying the New England since 1955

R. Donnelly Pty Limited ATF Donnelly Bell Family Trust and  
Millmays Pty Ltd ATF S & E Doodson Family Trust  
T/A New England Surveying & Engineering ABN 62 120 404 972

1/161 RUSDEN STREET  
PO BOX 656  
ARMIDALE NSW 2350

P: 02 6772 3141  
info@nese.com.au

www.nese.com.au



## New England Surveying & Engineering

- Given the clay and large stone content of the gravel in the wearing layer we anticipate that the hardness of the surface will improve with traffic use. This surface generate will far less dust than the existing public gravel roads in the local area which have a loose surface.
- Should the future owners of Lot 3 choose to bitumen seal the gravel section of driveway this will be at their discretion.
- Mr Michael Jones is arguing that our clients land use rights should be diminished because he chose to build his dwelling toward the rear of his lot. This argument is invalid as our client is acting in accordance with NSW planning and land use legislation and therefore is well within his rights, the same rights that Mr Jones exercised when he constructed his dwelling. It is noted that the current boundary of the lots and residential zoning of the land pre-dates construction of Mr Jones' dwelling.
- Our client is proposing to plant additional trees and shrubs along the section of the common boundary with Mr Michael Jones. Our client has sought advice from Southern New England Landcare in this regard to ensure that the ground is suitable prepared, appropriate species are selected and proper maintenance is completed.
- The proposed realignment of the access road was instigated upon the advice of Council's planner (Libby Cummings) and is considered to be a better planning outcome given that it is a shorter length of shared driveway, does not require clearing of any native vegetation, is located further from dwellings and is located outside of Bush Fire Prone Land.
- The revised driveway alignment may result in lower vehicle speeds given the shorter straights and tighter bend. Vehicle speed along the previously approved driveway was cited by Council's then acting Director of Engineering (Mr Owen Johns) as a potential to generate dust and noise and therefore used as an argument for bitumen sealing. The long straight from Stringybark ridge road will be superseded should council approve the modified driveway alignment and boundary adjustment.
- In regards to the objection by Mr Robert Jones we would like to clarify that the shared section of the driveway will be bitumen sealed. This section of the driveway will have the greatest volume of traffic as two dwellings will be using it. Each land owner will be equally responsible for the cost of maintenance and it will be a condition of the right of carriageway that the surface be maintained to a standard acceptable to Council. Furthermore we do not accept that Mr Robert Jones's dwellings will be adversely affected by dust given that both dwellings are over 100m from the driveway and given the proposed hard packed wearing surface.
- We do not accept the argument that the cost of full bitumen sealing will be recovered in the increased value of the land. Our client's cost calculations based on potential land sales figures (based on real estate agents and property valuers figures) and development costs (based on quotes from Uralla Council, civil contractors and electrical contractors) indicate that bitumen sealing of the driveways will increase development costs by 40% which will not be fully recovered in the land value. Furthermore the increased cost of development increases the risk exposure of our client who is reliant on the sale of the land to realise a return on investment.

## New England Surveying & Engineering

- The original condition of consent for full bitumen sealing of all driveways to the building envelope greatly exceeds the accepted standard in Councils Development Control Plan and the standard previously accepted on other similar subdivisions in Uralla and in surrounding LGA's. It should be noted that Council has previously accepted gravel driveways for the subdivisions adjoining the site (26, 27 & 29 Stringybark Ridge Road) where driveways are located at similar distances to neighbouring dwellings. Furthermore a study of aerial photography of the local area indicates that most dwellings are accessed by gravel driveways, many of these dwellings are on similar sized 2ha lots with distances to neighbouring dwellings similar to the proposed development site.
- We consider that this onerous imposition would not satisfy the Newberry principles if such a test were applied. This would also place Council in the difficult position of validly justifying that its existing gravel road network is acceptable, noting that public gravel roads have higher traffic volumes and speed limits, creating greater dust potential. This would raise questions as to why and how Council can impose a higher standard on a member of the public, whilst imposing a lesser standard when it acts as the regulated Road Authority.
- We feel that it was unfair that my client (as a rate payer with the same rights as Mr Michael Jones) was not extended the same opportunity to meet with Councillors to discuss this matter. Furthermore it would be misleading if Councillors did in fact inform Mr Jones that all subdivisions require bitumen sealed roads (given that no roads are proposed for this development and the constructed standard in the DCP for driveways in the R5 zone is all-weather). This raises questions regarding the transparency and independence of the assessment process and diminishes the confidence that procedural due process has been followed.

Please do not hesitate to contact me should you require any further information.

Yours faithfully,



Sean Doodson



Uralla Shire Council

PO Box 106 URALLA NSW 2358

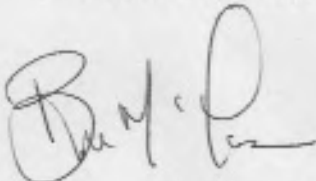
Attention Libby:

In regard to the public submission received to the proposed modifications to DA-8-2016 the matters raised by Mrs Welch have been addressed. It has been agreed upon by both parties that the land adjustment remains as is and the poplars will be attempted to be replanted. The new driveway naming will be at the Uralla Shires discretion.

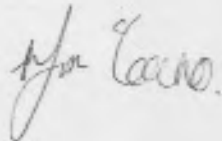
Yours faithfully



Suzanne St Vincent Welch



Ben and Moriah McLean





## REPORT TO COUNCIL

<b>Department:</b>	<b>Infrastructure &amp; Regulation - DIVISION DECISION</b>
<b>Submitted by:</b>	<i>Contract Planner</i>
<b>Reference:</b>	<b>2.20.09.04</b>
<b>Subject:</b>	Development Application 43-2016 – 1 Wilkens Street, Uralla - Subdivision

### LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

<b>Goal:</b>	2.1	Uralla Shire's natural beauty and distinct natural environment are protected for future generations.
<b>Strategy:</b>	2.1.4	Provide balanced and environmentally sensitive development.
<b>Action:</b>	2.1.4.1	Assess and determine regulatory applications, including development applications, complying development certificates, construction certificates, Section 68 certificates, Bushfire Attack Level (BAL) Certificates, and Conveyancing Certificates.

### SUMMARY:

The purpose of this report is to consider a development application in context with a submission received about the proposed development during the public notification period.

### OFFICER'S RECOMMENDATION:

***That Development Application 43-2016 being for a 2 lot residential subdivision located on Lot 1 DP 1514741 known as 1 Wilkens Street, Uralla be approved subject to the following conditions:***

#### ***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 Michael James Croft, Reference 593 - FOSTER and undated, 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. The applicant shall have prepared detailed engineering design plans for the construction of layback kerb and gutter for the full frontage of the development (Leece Road and Wilkens Street) including road reinstatement, bitumen sealing and construction of paved or sealed driveways across the footpath to each lot. Such plans to be approved by the Director of Infrastructure & Regulation.
5. Prior to the issue of a Subdivision Certificate the applicants shall provide written advice from electricity and telecommunications providers that satisfactory arrangements have been made for the provision of telecommunications and electricity services.
6. 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.
7. 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.
8. The existing dwelling on Lot 1 is connected to the water main. Connection to the water main is required for Lot 2. This fee is set out in Council's the Operational Plan and is reviewed annually. The current fee in the 2016/2017 year is \$958.00 per connection.
9. The existing dwelling on Lot 1 is connected to the sewer main. Connection to the sewer main is required for Lot 2. This fee is set out in Council's Operational Plan and is reviewed annually. The current fee in the 2016/2017 year is \$540.00 per connection.
10. Construction of layback kerb and gutter is required for both Wilkens Street and Leece Road frontages, including road reinstatement and bitumen sealing and construction of paved or bitumen sealed driveways across the footpath area in accordance with the engineering design plans that were approved by the Director of Infrastructure & Regulation
11. All stormwater is to be connected to the kerb and gutter from the existing dwelling on Lot 1. This is to be completed to a standard approved by the Director of Infrastructure & Regulation and at the expense of the developer.

**BACKGROUND:**

An application has been submitted for a 2 lot residential subdivision.

There has been one submission which is attached.

The applicant was not requested to respond to the submission.

**REPORT:**

The proposal is for a 2 lot residential subdivision. The areas of the lots will be Lot 1 – 1547m<sup>2</sup> and Lot 2 1003m<sup>2</sup> respectively. There is an existing dwelling on proposed lot 1.

The land is zoned R1 General Residential and the development complies with the provisions of the Uralla Local Environmental Plan 2012 and the Uralla Development Control Plan 2011.

The application was notified and there was one submission received, which is attached to this report. The issues raised in the submission relate to:

- Sewerage and easement access
- Road infrastructure
- Development Levies
- Minimum Lots Size Provisions

In regards to the sewer easement – this will be located on Lot 1 and there will be no issue with regards to access to the sewer pump station. There have been recent sewer overflows at the pump station. This has been caused by leaking sewer manholes that have allowed an excess of stormwater to enter the sewer main. This requires maintenance and it has been budgeted for in the 2016/17 budget. The pump is adequate to cater for the necessary flow once the planned maintenance has been undertaken.

The road infrastructure has been assessed as being adequate to handle the increased traffic generation.

Council has no provision for development levies on land zoned as R1 – General Residential.

This parcel of land has a minimum lot size of 560m<sup>2</sup>, whereas the submission maker's land has a minimum lot size of 5000m<sup>2</sup>. The submission maker may make representation by way of a planning proposal to change the minimum lot size of his land to be the same as the proposed development land. The submission maker was aware of the neighbouring land having a different minimum lot size at time of purchase, as he made enquiries in regards to subdivision of the land he purchased.

A full assessment has been completed and is attached to this report.

**CONCLUSION:**

The proposed development complies with all development standards, and there is no issue that should prevent approval. Appropriate conditioning has been applied to this development and is part of the recommendation in this report.

**COUNCIL IMPLICATIONS:**

**1. Community Engagement/ Communication (per engagement strategy)**

Nil

**2. Policy and Regulation**

Environmental Planning & Assessment Act 1979

**3. Financial (LTFF)**

Nil

**4. Asset Management (AMS)**

Nil

**5. Workforce (WMS)**

Nil

**6. Legal and Risk Management**

Nil

**7. Performance Measures**

Nil

**8. Project Management**

Nil

Prepared by staff member: Libby Cumming, Contract Planner

Approved/Reviewed by Manager: Russell Lloyd, Acting Director of Infrastructure & Regulation  
Department: Infrastructure & Regulation

Attachments:

- I. Development Assessment Report – 8 September 2016
- J. Subdivision Plan – 22 June 2011
- K. Submission – Dr J Drew – 1 August 2016

## Development Assessment Report

**DA Number:** DA-43-2016 **Council:** Uralla Shire Council  
**Location:** 1 Wilkens Street URALLA  
**Development Description:** 2 Lot Subdivision  
**Title Details:** Lot: 1 DP: 514741

### Proposal Overview

The proposal is for a 2 lot residential subdivision. The areas of the lots will be Lot 1 – 1547m<sup>2</sup> and Lot 2 1003m<sup>2</sup> respectively. There is an existing dwelling on proposed lot 1.

### Property Details/History

	Checked	Comments
File History	Yes	
Title Plan	Yes	
Check Ownership	Yes	

Is there any other issue that requires notation? No

### Application Type

Is this application an Integrated Development Application? No  
 Is this application a Designated Development Application? No  
 Is this application for State Significant Development? No  
 Is this application submitted by/on behalf of a Public Authority? No  
 Is this application a staged Development? No  
 Is this application a section 96 amendment? No

### Concurrence/Referral

*Section 79b – EP & A Act*

Does this application require concurrence referral? No  
 Does this application require courtesy comment? No  
 Is there any other issue that requires notation? No

Does this application require referral to the Environment, Development & Infrastructure

Committee? Yes

**Reason:** Submission but due to Council election and that the committee has not been represented, this report will go to full Council.

Does this application require referral for decision by Council? Yes

### Local Environmental Plan

*Section 79c(1)(a)(i) – EP & A Act*

**This land is zoned:** R1 General Residential

**List the relevant clause/clauses applicable under the LEP**

Clause	Compliance	Comment
Land Use Table	Yes	Permissible development - will provide dwelling permissibility and opportunity.
Minimum Lot Size	Yes	The minimum lot size is 560m2.

Is there a draft LEP or draft LEP amendment which may affect this proposal? No

Is there any other issue/feature that requires notation? No

Do 'existing use' provisions apply to this development? No

**Development Control Plan**

*Section 79c(1)(a)(iii) – EP & A Act*

Does Uralla DCP 2011 apply to this land/proposal? Yes

**List the relevant chapter/clause under the Uralla DCP**

Chapter	Clause	Compliance	Comment
2	Residential Areas	Yes	Complies with all requirements.
13	Notification	Yes	Notified with 1 submission being received.

Is there a draft DCP which may affect this proposal? No

Is there any other issue that requires notation? No

**Regional Environmental Plan**

There is no REP applicable to this area.

**State Environmental Planning Policy**

Is this proposal affected by a SEPP? No

**Planning Agreement**

*Section 93F (10) – EP & A Act*

Is there a Planning Agreement in force under section 93F of the EP&A Act? No

Has a Planning Agreement been offered under this development? No

**Planning Strategies/Local Policy**

*Section 79c(1)(b) – EP & A Act*

Is there a Planning Strategy or Local Policy that requires notation? No

Has the applicant submitted any supporting planning assessments? No

Is there any other issue/feature that requires notation? No

## Subdivision

Is this application for subdivision?

Yes

How many new lots are being created?

1

## Environmental Impacts

*Section 79c(1)(b) – EP & A Act*

Does this proposal have any potential impact on?

	Impact	Comment
Social	No	
Economical	No	
Siting & Configuration	No	
Setbacks	No	
Privacy	No	
Overshadowing	No	
Solar Access	No	
Visual	No	
Significant Views	No	
Amenity	No	
Water	No	
Air	No	
Noise	No	
Land Degradation	No	
Tree Loss	No	
Flora	No	
Fauna	No	

## Environmental Impacts – Threatened Species

*Section 79c(1)(b) – EP & A Act*

Has a Threatened Species Impact Assessment been prepared?

No

Are there any species/communities listed under the TSC Act?

No

Does the proposed development require approval under the EPBC Act?

No



Is a Species Impact Statement required?

No

**Environmental Impacts – Heritage***Section 79c(1)(b) – EP & A Act*

Does this proposal have any potential impact on?

Heritage	Impact	Comment
European	No	There is no evidence of past gold mining activities being undertaken on the land.
Aboriginal	No	

Is this land classified as containing an item of environmental heritage?

No

Is there an impact on and adjoining or in close vicinity to an item of environmental heritage?

No

Is this proposal in a heritage conservation Zone?

Yes

Is this proposal in an adjoining or in close vicinity to a conservation zone?

Yes

Comment: This property is part of the goldmining precinct.

Has a Heritage Impact Statement been prepared for this proposal?

No

Has an Archaeological Survey been prepared for this proposal?

No

Is there any other issue/feature/impact that requires notation?

No

**Flooding***Section 79c(1)(b) – EP & A Act*

Is this property flood affected?

No

**Bush Fire Prone Land***Section 79c(1)(b) – EP & A Act*

Is this property bush fire prone as per the Bush Fire Prone Map?

No

**Contaminated Land***Section 79c(1)(b) – EP & A Act*

Has this land been identified as being contaminated land by Council?

No

Is it a possibility this land may be contaminated?

No

Has a Contaminated Land Site Investigation been completed?

No

Is this land in the close vicinity or adjoining a known contaminated site?

No

**Infrastructure**

Has an engineering assessment been completed?

Yes

Does this proposal have any potential impact on:

	Impact	Comment
Sewer	Yes	Sewer connection required for lot 2
Water	Yes	Water connection required for lot 2

	Impact	Comment
Drainage	Yes	All drainage to run to the kerb & gutter
Access	Yes	To be constructed
Kerb & Gutter	Yes	Kerb & Gutter is to be constructed to the full frontage
Upgrade Existing Road	No	
Road Network	No	
Existing Easements	No	
Electricity	No	
Telecommunications	No	
Pedestrian Access	No	
Loading & Unloading	No	
Parking	No	
Energy Conservation	No	

Does the development require any new easements? No

Has an Erosion and Soil Control Plan been submitted? No

Was there any outstanding issues requiring attention? No

### Construction Assessment

Is a construction assessment required? No

### Section 68 Assessment

*Section 68 – LGA Act*

Is a section 68 assessment required? No

### Developer Contributions

*Section 94 – EP & A Act*

Does this proposal require any Developer Contribution? No

### Signage

Does this proposal require signage? No

### Notification

*Section 79c(1)(d) – EP & A Act*

Is this application an advertised development application? Yes

Was this application advertised as per the provisions of? DCP

Was this application notified as per the provisions of Council's Notification Policy? Yes

Were there any written submissions received? Yes

If Yes, what was the number of submissions received? 1

<b>Submission Maker</b>	<b>Dr J Drew</b>
<b>Issues:</b> <ul style="list-style-type: none"> <li>• Sewerage and easement access</li> <li>• Road infrastructure</li> <li>• Development Levies</li> <li>• Minimum Lots Size Provisions</li> </ul>	
<b>Comment:</b> <p>In regards to the sewer easement – this will be located on Lot 1 and there will be no issue on regards to access to the sewer pump station. There have been recent sewer overflows at the pump station. This has been caused by leaking sewer manholes, that have allowed an excess of stormwater to enter the sewer main. This requires maintenance and it has been budgeted for in the 2016/17 budget. The pump is adequate to cater for the necessary flow once the planned maintenance has been undertaken.</p> <p>The road infrastructure has been assessed as being adequate to handle the increased traffic generation.</p> <p>Council has no provision for development levies on land zoned as R1- General Residential.</p> <p>This parcel of land has a minimum lot size of 560m2 whereas the submission makers land has a minimum lot size of 5000m2. The submission maker may make representation by way of a planning proposal to change the minimum lot size of his land to be the same as the proposed development land. The submission maker was aware of the neighbouring land having a different minimum lot size at time of purchase, as he made enquiries in regards to subdivision of the land he purchased.</p>	

Is there any other issue/feature that requires notation? No

### Section 88b Instrument

Does Council require a Section 88b instrument to be prepared? No

### Public Interest

*Section 79c(1)(e) – EP & A Act*

Does this proposal have any construction or safety issues? No

Is there any public health issues? No

Are there any other public interest issues? No

### Site Suitability

*Section 79c(1)(c) – EP & A Act*

Is this a suitable site for this proposal? No

### Assessing Officer General Comment

**Comment:** This development is suitable for the proposed site. It meets all compliance requirements and can be conditioned appropriately

### Recommendation

This development application be approved subject to the following conditions.

***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 Michael James Croft, Reference 593 - FOSTER and undated, 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. The applicant shall have prepared detailed engineering design plans for the construction of layback kerb and gutter for the full frontage of the development (Leece Road and Wilkens Street) including road reinstatement, bitumen sealing and construction of paved or sealed driveways across the footpath to each lot. Such plans to be approved by the Director of Infrastructure & Regulation.
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7. 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.
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11. All stormwater is to be connected to the kerb and gutter from the existing dwelling on Lot 1. This is to be completed to a standard approved by the Director of Infrastructure & Regulation and at the expense of the developer.

## Conclusion

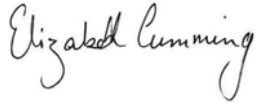
I confirm that I am familiar with the relevant heads of consideration under the Environmental Planning & Assessment Act and Local Government Act (if applicable) and have considered them in the assessment of this application.

I certify that I have no pecuniary or non-pecuniary interest in this application.

Additional Notes Attached:

No

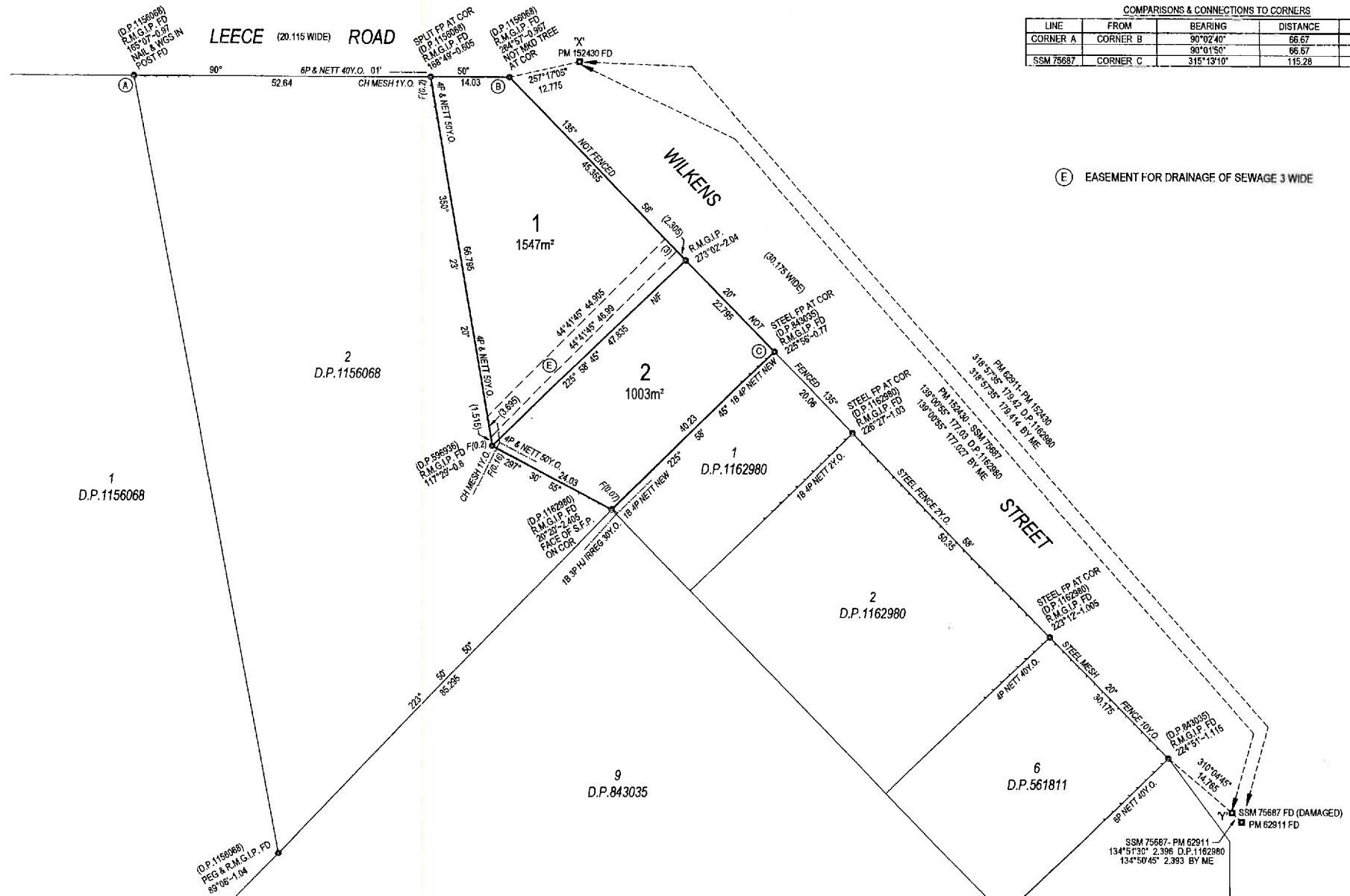
Signed:

A handwritten signature in cursive script, reading "Elizabeth Cumming".

**Date: 8 September 2016**



COMPARISONS & CONNECTIONS TO CORNERS				
LINE	FROM	BEARING	DISTANCE	ORIGIN
CORNER A	CORNER B	90°02'40"	66.67	D.P. 1156/068
		90°01'50"	66.67	BY ME
SSM 75687	CORNER C	315°13'10"	115.28	BY ME



**SCHEDULE OF M.G.A. CO-ORDINATES**

<b>SURVEY AND SPATIAL INFORMATION REGULATION 2006 CLAUSE 35(1) &amp; 61(2)</b>					
<b>MARK</b>	<b>EASTING</b>	<b>NORTHING</b>	<b>CLASS</b>	<b>ORDER</b>	<b>SOURCE</b>
PM 2211	354910	6609571	U	U	SCIMS
PM 152430	354815	06059722	U	U	SCIMS
SSM 75687	354908	5005957 3	U	U	SCIMS

MGA ZONE 48 SCIMS SEARCH DATED 25/01/2011

Surveyor: Michael James Croft  
Date of Survey: 22nd June 2011  
Surveyor's Reference: 593 - FOSTER

PLAN OF SUBDIVISION OF  
LOT 1 IN DP 514741  
Council Business Paper  
27 September 2016

LGA: URALLA  
Locality: URALLA  
Subdivision No:  
Lengths are in metres. Reduction Ratio 1:500

Registered

DP 109

**Council**

---

**From:** Dr Joseph Drew <drjosephdrew@iinet.net.au>  
**Sent:** Monday, 1 August 2016 3:17 PM  
**To:** Council  
**Subject:** TRIM: DA-43-2016

**Follow Up Flag:** Follow up  
**Flag Status:** Completed

**HP TRIM Record Number:** UI/16/2191

I object to the proposed 2 lot subdivision of 1 Wilkins Street, Uralla on the following grounds:

1. In view of the fact that an easement for the sewer line appears to run through Lot 2, and the fact that the sewerage pump located in my neighbors property (at 41 Leece Rd) regularly overflows, presenting a constant health hazard, I do not believe that an additional property located at Lot 2 would be advisable. First, there is the obvious matter of access to the easement if a house occupies most of Lot 2. Second, there is the additional burden placed on clearly inadequate pump infrastructure located at 41 Leece Rd.

2. Road infrastructure on Wilkens street is not adequate to accommodate the increased traffic flows arising from recent ill-advised sub-divisions. It is thus not prudent to add to this infrastructure burden until measures have been taken to rectify the matter for the safety of local residents. I have personally witnessed several near misses at the intersection of Wilkins St and Leece Rd.

3. I have good reason to believe that adequate developer fees are not being levied (according to long run marginal cost principles). Thus, not only are residents exposed to the inconvenience of new constructions and rapidly falling house values (as a result of council's 'anything goes' development policy which has caused an oversupply of residential land in the Uralla township), but they are also being asked to pick up a good portion of the tab for upgrading infrastructure pursuant to the sub-divisions. However, I do note that this particular DA at least avoids the safety risks incurred from the plethora of hatchet and hatchet-upon-hatchet blocks currently plaguing the municipality.

4. I am subject to a minimum half hectare restriction on subdivision. Yet, as part of the *Uralla Anything Goes DA Policy* I am now presented with the possibility of yet another neighbour on my north-eastern boundary. How is this in any way equitable (that is why should others be able to profit at the community's expense but not me)? What planning has council put into mitigating the inevitable neighborhood disputes when the new residents begin to complain about the farm animal noises emanating from my property and those of my neighbours? I find it difficult to believe that a case could be made that Uralla is in any way land-locked. Thus, I find it difficult to understand why Uralla council continues to approve sub-optimal residential developments amongst properties which are clearly rural in nature.

I would like written confirmation that my objection has been received and will be considered. Last time it appears to have been simply ignored (I am reasonably certain this will be ignored, but it would be nice to think that at least one person read it).

It would be prudent to postpone the decision until after the forthcoming election - I still have hope that we might one day gain a representative body which has a basic grasp of applied ethics.

Regards,

Dr Joseph Drew

(M) 0416489475  
(T) 02 67784843

## 12. MOTIONS ON NOTICE



### NOTICE OF MOTION

<b>Department:</b>	<b>Notice of Motion</b>
<b>Submitted by:</b>	Cr. Crouch
<b>Reference:</b>	Item 1
<b>Subject:</b>	Extension of the 80km speed limit on Barleyfields Road

#### LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

<b>Objective:</b>	2.3 A safe and efficient network of arterial roads and supporting infrastructure; and town streets, footpaths and cycleways that are adequate, interconnected and maintained.
<b>Strategy:</b>	2.3.3 Ensure road network supporting assets (signs, posts, lighting, guardrails, etc.) are maintained adequately and renewed as scheduled.
<b>Action:</b>	2.3.3.2 Renew and maintain Council's transport facilities in-line with the Asset Management Plan

#### COUNCILLOR'S RECOMMENDATION:

That: Council

1. Approach the Local Traffic Committee to have an 80 km/hr speed restriction applied to the entire length of Barley Fields Road.
2. Request the Armidale Local Area Command to regularly divert highway patrols to traverse Barley Fields Road during their patrols of the New England Highway.

#### BACKGROUND:

Barley Fields Road has become a "shortcut" for traffic from the eastern side of Uralla travelling to Armidale to join the New England Highway. We have had numerous reports of cars travelling at excessive speed along Barley Fields Road creating a traffic hazard.

#### REPORT:

Barley Fields Road used to be a section of the New England Highway that included two railway crossings. One by underpass the other a level crossing. The section of the Highway from the Barley Fields Road intersection to Uralla was constructed to avoid the need for the highway traffic to cross the railway considerably reducing the risk of accidents.

From the Eastern side of Uralla it is marginally shorter to travel via Barley Fields Road, hence, despite the increased risk due to the rail crossing, the highway intersection and the narrow road, it has become a shortcut for "those in a hurry". Barley Fields Road is no longer maintained to Highway Standard. It is a relatively narrow two lane road.



In the last couple of weeks we have received numerous complaints regarding the speed of traffic on Barley Fields Road. The introduction and enforcement of an 80km/hr speed limit would go some way to overcoming this problem and will considerably reduce the risk of a major motor vehicle accident.

**CONCLUSION:**

The introduction and enforcement of an 80km/hr speed limit to Barley Fields Road will considerably reduce the risk of a major motor vehicle accident.

**COUNCIL IMPLICATIONS:**

**1. Community Engagement/ Communication (per engagement strategy)**

*Nil*

**2. Policy and Regulation**

*Proposed speed limit change needs to be approved by RMS through Traffic Committee.*

**3. Financial (LTFP)**

*Nil*

**4. Asset Management (AMS)**

*Nil*

**5. Workforce (WMS)**

*Nil*

**6. Legal and Risk Management**



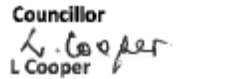
*Nil*

**7. Performance Measures**

*Nil*

**8. Project Management**

*Nil*

  
R. Crouch  
Councillor  
  
K. Ward  
Councillor  
  
L. Cooper  
Councillor



## NOTICE OF MOTION

<b>Department:</b>	<b>Notice of Motion</b>
<b>Submitted by:</b>	Cr. Crouch
<b>Reference:</b>	Item 2
<b>Subject:</b>	Visitor Information Centre

### LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

<b>Objective:</b>	2.1	An attractive environment for business, tourism and industry
<b>Strategy:</b>	2.1.1	Promote the New England region as a wonderful place to live, work, visit and invest
<b>Action:</b>	2.1.1.1	Operate Councils Visitor Information Centre

### COUNCILLOR'S RECOMMENDATION:

That: Council

1. Suspend action on the relocation of the Visitor Information Centre pending a decision at the December meeting of Council.
2. Within the next two weeks invite submissions from the Uralla Community and Stakeholders on their vision for, and what services they want delivered by the Visitor information Centre.
3. Prior to the November Council Meeting hold a Community and Stakeholder Forum to receive feedback on 2., and provide the community and stakeholders with the opportunity to provide additional information.
4. Provide a report and recommendation to the December Council meeting, to be informed by the above including a breakdown of costs, as was requested in May 2014 and March 2015.

### BACKGROUND:

There is no dispute that the Uralla Visitor Information Centre is in need of refurbishment. It has been on Council's agenda since before May 2014. Comprehensive discussion and planning have taken place involving councillors and Council staff, and some attempts have been made to engage with our community. In May 2015 Council made the decision to develop a Uralla Information Hub and to relocate the Visitor Information Centre to the library. Following this decision Council received extensive feedback indicating that our community does not believe that they have had sufficient opportunity to input into the use and location of the Visitor Information Centre, and many of the key stakeholder were in direct opposition to the relocation. Consequently it has been a major issue raised with Council Candidates during the recent election campaign.

**REPORT:**

**In May 2014 Council requested:**

1. A comprehensive report on the potential redevelopment of Councils Visitor Information Centre precinct be constructed addressing the following items:
  - a. The objective of the proposed works and the business case for such;
  - b. The scope of works proposed to be undertaken; and
  - c. Preliminary designs, costings and project timeframes.
2. Appropriate stakeholder engagement be undertaken in the development of the preliminary project scoping;
3. Communication be provided to the public that the proposed construction works identified to begin on the 1st of July, have been deferred pending the undertaking of further investigation, planning and assessment;
4. Council authorise the General Manager to negotiate with the current lessees of the commercial café space for a twelve month lease until 30 June 2015 under existing conditions.

**In March 2015 Council carried the motion:**

**That:**

The General Manager be requested to bring back a report on future options for tourism services holistically, including a further break down of the costs associated with the refurbishment of the Visitor Information Centre.

**In May 2015 Council carried the motion**

**That:**

1. Council adopt the strategic approach towards visitor services of strengthened Regional collaboration, increased digital presence and less reliance on a physical Visitor Information Centre (VIC) as the connection point with visitors;
2. A Uralla Information Hub be developed using a range of digital tools;
3. The Visitor Information services be relocated to the Library building with refurbishments completed to incorporate information services into the current Library; and
4. Council investigate future options for the VIC building.

The passing of this motion resulted in strenuous opposition from our Community resulting in Councillor Ward moving a rescission motion at the July 2015 Council meeting. This motion was lost.

In the 2015-16 Budget a figure of \$180,000 was allocated to the refurbishment and move. The 2016-17 budget allowed another \$90,000.

Costings presented to a Council Workshop in June 2016 indicate a severe underestimation of the costs that are more likely to be around \$500,000.

The continued community opposition, lack of substantial progress and cost escalation indicate the need to reconsider what the Uralla Community needs and can afford.

**CONCLUSION:**

**Our Community has clearly demonstrated the need to reconsider Council's motion of May 2015. The need to refurbish the Visitor Information Centre has not changed, however it must be done in a way that is compatible with community requirements and budgetary constraints.**

**COUNCIL IMPLICATIONS:**

- 1. Community Engagement/ Communication (per engagement strategy)**  
Is recommended
- 2. Policy and Regulation**  
Nil
- 3. Financial (LTFP)**  
The relocation and/or upgrades has LTFP implications
- 4. Asset Management (AMS)**  
The library and VIC are both substantial assets and subject to AMP consideration
- 5. Workforce (WMS)**  
Nil
- 6. Legal and Risk Management**  
Risks associated with relocation
- 7. Performance Measures**  
Nil
- 8. Project Management**  
Nil

  
R J Crouch  
Councillor  
  
K Ward  
Councillor

Approved/Reviewed by Manager:	Insert Name
Department:	Insert Name
Attachments:	Nil

## **13. SCHEDULE OF COUNCIL RESOLUTIONS**

**SCHEDULE OF ACTIONS – COUNCIL MEETINGS****Key A: Action Required B: Being Processed C: Completed**

Meeting Date	Business Minute Item No.	Report Title and Council Resolution	Responsible Officer	Community Engagement Assessment Completed	Media Release Required	Budget Variation Completed	Action Date	Comments	Status	Minute No. TRIM
	26.06/15	<b>Uralla Local Traffic Committee</b> 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.	DIR					Letter sent to RMS requesting funding support to design traffic calming and 40 KPH signage in CBD. Site Meeting held with RMS reps on 20 June 2016. RMS to return with advice on possible funding for design, signage etc.	B  C   C  C  B  C	
24 AUGUST 2015	6.08/15	<b>Bridge Naming: New Bridges Over The Gwydir River and Abington Creek</b> That Council, after considering the content and views of the public submissions:	DIR							

**SCHEDULE OF ACTIONS – COUNCIL MEETINGS****Key A: Action Required B: Being Processed C: Completed**

Meeting Date	Business Minute Item No.	Report Title and Council Resolution	Responsible Officer	Community Engagement Assessment Completed	Media Release Required	Budget Variation Completed	Action Date	Comments	Status	Minute No. TRIM
		1. Names the new bridge over the Gwydir River as "The Emu Crossing Bridge." 2. Names the bridge, under construction over the Abington Creek, as the "Abington Bridge". 3. Places a plaque/s to honour the work of Nurse May Yarrowyck at a location to be determined.						Location to be determined	C  C  B	

**SCHEDULE OF ACTIONS – COUNCIL MEETINGS****Key A: Action Required B: Being Processed C: Completed**

Meeting Date	Business Minute Item No.	Report Title and Council Resolution	Responsible Officer	Community Engagement Assessment Completed	Media Release Required	Budget Variation Completed	Action Date	Comments	Status	Minute No. TRIM
	29.09/15	<p><b>Planning Proposal – D &amp; J Heagney - Part Lot 12 DP 529709 – Rowan Avenue, Uralla – Exhibition Completion</b></p> <p><b>That Council:</b></p> <ol style="list-style-type: none"> <li>1. Amend the Uralla Local Environmental Plan 2012 by amending the Zoning and Minimum Lot Size maps applicable to Part Lot 2 DP 529709: <ol style="list-style-type: none"> <li>a) from Zone RU1 Primary Production and RU2 Rural Landscape to RU4 Primary Production Small Lots; and</li> <li>b) to reduce the current minimum lot size of 400 ha and 200 ha to 40 ha.</li> </ol> </li> <li>2. Forward planning proposal to NSW Department of Planning &amp; Environment under section 58(2) of the Environmental Planning &amp; Assessment Act 1979, to determine whether any further consultation is required or if a new Gateway Determination is required to be issued.</li> <li>3. If no further consultation or a New Gateway Determination is not required to be issued, Council requests the NSW Department of Planning &amp; Environment to amend the Uralla Local Environmental Plan 2012 in that: <ol style="list-style-type: none"> <li>a) a draft Local Environmental Plan be prepared under section 59(1) of the Environmental Planning &amp; Assessment Act 1979,</li> <li>b) Consultation be undertaken with the Director General on the content of the draft Local Environmental Plan,</li> <li>c) Obtain an Opinion from Parliamentary Counsel that the plan can be made, and</li> </ol> </li> </ol>	DIR				<p>October 2015</p> <p>December 2015</p>		<p>B</p> <p>C</p> <p>C</p> <p>C</p>	



**SCHEDULE OF ACTIONS – COUNCIL MEETINGS****Key A: Action Required B: Being Processed C: Completed**

Meeting Date	Business Minute Item No.	Report Title and Council Resolution	Responsible Officer	Community Engagement Assessment Completed	Media Release Required	Budget Variation Completed	Action Date	Comments	Status	Minute No. TRIM
		<p>d) Request the Minister to make the plan under section 59(2) and (3) of the Environmental Planning &amp; Assessment Act 1979.</p> <p>4. The General Manager be given delegated authority to make any minor alterations requested by the NSW Department of Planning &amp; Environment or Parliamentary Counsel.</p> <p>5. The Committee note the content of the addendum report in regards to the late submission by NSW Department of Transport Roads and Maritime Services, and</p> <p>6. If the planning proposal is to proceed, the access be relocated to Rowan Avenue as a requirement of the Planning Proposal.</p>						<p>Planning approval given and LEP Amendment gazetted. Purchase of industrial land to proceed.</p> <p>Further minor changes to LEP will be made after the initial advertising and purchase of land</p>	<p>C</p> <p>A</p>	
	37.02/16	<p><b>Uralla Sporting Complex</b></p> <p>That the report be received and noted, and further that:</p> <p>(i) The capital budget be reviewed to include all projected costs and that additional grant funding be sought to complete the construction of the Uralla Sporting Complex and that the building be delayed until adequate funding is sourced; and further that</p> <p>(ii) Consultation be undertaken with the Open Space and Recreation Panel on other suitable options if additional grant funding is unable to be</p>	DIR					<p>Build delayed pending available grants to meet increased cost of construction.</p> <p>Need to try again to convene meeting of panel.</p>	<p>B</p> <p>A</p> <p>A</p>	

**SCHEDULE OF ACTIONS – COUNCIL MEETINGS****Key A: Action Required B: Being Processed C: Completed**

Meeting Date	Business Minute Item No.	Report Title and Council Resolution	Responsible Officer	Community Engagement Assessment Completed	Media Release Required	Budget Variation Completed	Action Date	Comments	Status	Minute No. TRIM
		sourced.								
	17.03/16	<p><b>Roads to Recovery Funding Priorities</b></p> <p>That Council adopt the following priority list for the expenditure of Roads to Recovery funding over the next four years:-</p> <p>Project R2R Budget</p> <p>1 Bergen Road - completion of unsealed section. Realignment and bitumen seal (under construction) \$600,000</p> <p>2 Mihi Bridge - based on 50% State funding-( ie \$ 520,000 total cost) 26.2 metres x 8 metres wide \$260,000</p> <p>3 Munsies Bridge - based on 100% State funding-( ie \$800,000 total cost) 65.5 metres X 4 metres wide \$800,000</p> <p>4 Bingara Road - continue gravel and bitumen sealing program -2 kms \$420,000</p> <p>5 Jacksons Road - 640 metres gravel and bitumen seal-single lane \$150,000</p> <p>6 Saumarez War Service Road - 350 metres - gravel and bitumen seal \$150,000</p>	<p>DIR</p> <p>DIR</p>					<p>Construction Completed</p> <p>Design Required</p> <p>Design required</p>	<p>C</p> <p>A</p> <p>A</p> <p>A</p> <p>A</p>	

## SCHEDULE OF ACTIONS – COUNCIL MEETINGS

Key A: Action Required B: Being Processed C: Completed

Meeting Date	Business Minute Item No.	Report Title and Council Resolution	Responsible Officer	Community Engagement Assessment Completed	Media Release Required	Budget Variation Completed	Action Date	Comments	Status	Minute No. TRIM
		7 Tulong Road - 1.15 kms gravel and bitumen seal \$200,000 8 Eastern Avenue from causeway to Glenroy Road 2.1 kms - rehabilitation - single lane, very weak material, may need extra pavement \$320,000 9 Burtons Lane 1.39 kms - rehabilitation-single lane \$250,000 10 Gilmore Place, Uralla - rehabilitation-AC overlay \$40,000 11 Park Street, Uralla, from Queen Street towards Uralla Street - rehabilitation-100metresx 10.2 metres \$50,000 12 John Street, Uralla, from Bridge Street to Queen Street - rehabilitation 205 metres x 13.7 metres \$100,000 13 Leece Road - west of Wilkins Street - realign and rehabilitate-350 metres \$120,000	DIR						A  A  A  A  A	
	19.03/16	<b>Allocation of Administration Overheads to Capital Projects</b>  The Chief Financial Officer prepare a report to Council on the rationale for the change of accounting treatment of administrative overhead expense as a period cost to a component of capital expense for own constructed assets, using the construction of Emu Crossing Bridge as an example.	CFO					A report will be prepared once the draft budgets are completed.	A	

**SCHEDULE OF ACTIONS – COUNCIL MEETINGS****Key A: Action Required B: Being Processed C: Completed**

Meeting Date	Business Minute Item No.	Report Title and Council Resolution	Responsible Officer	Community Engagement Assessment Completed	Media Release Required	Budget Variation Completed	Action Date	Comments	Status	Minute No. TRIM
23 MAR	26.03/15	<b>Land Disposal - Karava Place, Uralla</b>  That Council: 1. Notify all affected landowners of the completion to Amendment 2 of the Uralla Local Environmental Plan 2012; 2. Offer Option 5 to all affected landowners being purchaser payment consisting of a peppercorn payment of \$1.00, conveyancing costs and a percentage of the surveying relating to the area of land being purchased; 3. Give the General Manager delegation to negotiate payment options; and 4 .Endorse the fixing of the Council Seal on any necessary documentation relating to the subdivision and sale.	MTPR/DIR				23/3/15  2/6/15  2/6/15  27/5/15 2/6/15 2/6/15 2/6/15 2/6/15 2/6/15 2/6/15  20/7/15  5/8/15	Letter sent  Offer sent with contract of sale for consideration by affected parties  Negotiations between all parties not yet completed.  Plan of Subdivision Contract of Sale – Herbert Contract of Sale – O'Halloran Contract of Sale – Chapman Contract of Sale – Hudson Contract of Sale – Carter Contract of Sale – Ackling  Titles have been received and forward to solicitors. Title transfers signed and forwarded to solicitors.	C  C  B  C B B B B B B  B  B	

**SCHEDULE OF ACTIONS – COUNCIL MEETINGS****Key A: Action Required B: Being Processed C: Completed**

Meeting Date	Business Minute Item No.	Report Title and Council Resolution	Responsible Officer	Community Engagement Assessment Completed	Media Release Required	Budget Variation Completed	Action Date	Comments	Status	Minute No. TRIM
23 NOV 15	24.11/15	<b>Bergen Road Land Acquisition and Exchange For Road Works</b> That the Council approve for the exchange of land associated with the reconstruction of Bergen Road and authorise the General Manager to complete all documentation.	DIR / GM						A	
	09.04/16	D&J Heagney – Rowen Avenue  That the following be received and noted in regards to the Planning Proposal affecting land known as Part Lot 12 DP 529709, Rowan Avenue, Uralla:  1. Public Exhibition has been finalised. 2. A section 59 report is currently being drafted for NSW Planning approval.	DIR  DIR							
	11.04/16	<b>2.18.04.06 / Standard Instrument LEP amendments</b>  1. That the NSW Planning and Environment Media Release and information provided in this report be received and noted.  2. That Council's website is updated to link to the Uralla LEP 2012 as published on the NSW Legislation website and that an amended LEP Land Use Matrix is uploaded to the website.  3. That Council endorse a minor amendment to the Uralla Development Control Plan (DCP) 2011 to ensure consistency with the Uralla LEP 2012 as part of the next advertised amendment	DIR							

**SCHEDULE OF ACTIONS – COUNCIL MEETINGS****Key A: Action Required B: Being Processed C: Completed**

Meeting Date	Business Minute Item No.	Report Title and Council Resolution	Responsible Officer	Community Engagement Assessment Completed	Media Release Required	Budget Variation Completed	Action Date	Comments	Status	Minute No. TRIM
		to the DCP.								
23 MAY 2016	6.05/16	<b>COUNCIL RESOLUTION:</b> 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.	DIR/GM						C	

## SCHEDULE OF ACTIONS – COUNCIL MEETINGS

Key A: Action Required B: Being Processed C: Completed

Meeting Date	Business Minute Item No.	Report Title and Council Resolution	Responsible Officer	Community Engagement Assessment Completed	Media Release Required	Budget Variation Completed	Action Date	Comments	Status	Minute No. TRIM
	09.06/16	<p>That Council: <b>DA-26-2016 Dwelling under Clause 4.6 Uralla Local Environmental Plan – Caretaker's Dwelling – Balala Composting – Mr R &amp; Mr P Jones</b></p> <p>a) Support the Clause 4.6 exception to a development standard for Development Application 26/2016 being for a 15% variation of minimum lot size to enable the erection of a rural dwelling on land described as Lot 233 DP 844146 Balala Road, Balala; and</p> <p>b) Request concurrence from the Director General of the NSW Office of Planning &amp; Environment subject to the consent conditions listed in the schedule below; and</p> <p>c) Subject to receiving concurrence of the Director General, the General Manager is authorised to grant development consent to Development Application 26-2016 subject to the consent conditions listed in the schedule below.</p>	DIR							
	25.06/16	<p><b>2015/16 – Third Quarter Budget Review Statements</b></p> <p>COUNCIL RESOLUTION:</p> <p>1. That the third quarter budget review summary for the 2015/16 financial year be received and noted; and</p> <p>2. That the adjustments to budget allocations, including transfers to and from reserves, be adopted.</p>	CFO						C – ongoing	

## SCHEDULE OF ACTIONS – COUNCIL MEETINGS

Key A: Action Required B: Being Processed C: Completed

Meeting Date	Business Minute Item No.	Report Title and Council Resolution	Responsible Officer	Community Engagement Assessment Completed	Media Release Required	Budget Variation Completed	Action Date	Comments	Status	Minute No. TRIM
		3. That Council agree to the recommendations outlined in the Statement by the Responsible Accounting Officer, specifically: a. That Councils financial processes be enhanced so that future management of expenditure in both ongoing operations and capital works include more emphasis on accurate estimating and closer monitoring and adherence to budgets so that remedial action can be taken when appropriate; b. That Council review the sustainability criteria arising from the FFTF process and the Annual Financial Statements and establish benchmarks for the future long term sustainability of the council.							c \  B  b	
	30.06/16	<b>Subject: Uralla Fire and Rescue</b> COUNCIL RESOLUTION: That: Council support the Regional Fire Fighter Championship to held in 2017 or 2018.	DIR							
	21.06/16	<b>Request from Z-NET Uralla to support project implementation</b> COUNCIL RESOLUTION: That Council agree to support the Destination Uralla – Vibrant Renewable and Growing, by offering to administer the grant.	DIR							

## SCHEDULE OF ACTIONS – COUNCIL MEETINGS

Key A: Action Required B: Being Processed C: Completed



Meeting Date	Business Minute Item No.	Report Title and Council Resolution	Responsible Officer	Community Engagement Assessment Completed	Media Release Required	Budget Variation Completed	Action Date	Comments	Status	Minute No. TRIM
25 July 2016	03.07/16	<p><b>2.18.06.12</b></p> <p><b>Review Request on Development Consent 28/2016 – 54 Budumba Road, Invergowrie</b></p> <p><b>COUNCIL RESOLUTION:</b></p> <p>1. That the matter be lifted from the table for Council to address;</p> <p>2. That Council modify Development Consent 28/2016 condition 22 to read:</p> <p>22. Prior to occupation commencing: Planting of trees/shrubs or the like is to be established along the southern side of the access handle and for a distance of 30 metres past the end of the access handle adjacent to the boundary line. The plantings must be maintained or replanted in the event of a plant or plants dying.</p>	DIR							

**SCHEDULE OF ACTIONS – COUNCIL MEETINGS****Key A: Action Required B: Being Processed C: Completed**

Meeting Date	Business Minute Item No.	Report Title and Council Resolution	Responsible Officer	Community Engagement Assessment Completed	Media Release Required	Budget Variation Completed	Action Date	Comments	Status	Minute No. TRIM
25 July 2016	17.07/16	<p><b>2.18.06.9</b></p> <p><b>Gazetting of Compulsorily Acquired Land for Thunderbolts Way Realignment</b></p> <p><b>COUNCIL RESOLUTION:</b></p> <p>That Council:</p> <p>1. Proceed with the compulsory acquisition of the Land described as Lot 1, 2, 3 and 7 in Deposited Plan 1184102 (and formerly known as Part Lots 234, 383 and 268 in Deposited Plan 755846) for the purpose of a public road realignment in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991.</p> <p>2. Make an application to the Minister and the Governor for approval to acquire the Land described as Lot 1, 2, 3 and 7 in Deposited Plan 1184102 (and formerly known as Part Lots 234, 383 and 268 in Deposited Plan 755846) by compulsory process under Section 177 of the Roads Act 1993.</p>	DIR							

**SCHEDULE OF ACTIONS – COUNCIL MEETINGS**

Key A: Action Required B: Being Processed C: Completed

Meeting Date	Business Minute Item No.	Report Title and Council Resolution	Responsible Officer	Community Engagement Assessment Completed	Media Release Required	Budget Variation Completed	Action Date	Comments	Status	Minute No. TRIM
25 July 2016	18.07/16	<p><b>2.18.06.10</b></p> <p><b>Gazetting of Land Acquired for approaches to new Emu Crossing Bridge</b></p> <p><b>COUNCIL RESOLUTION:</b></p> <p>That Council:</p> <p>1. Proceed with the compulsory acquisition of the Land described as Lot 1, 2 and 3 in Deposited Plan 1208204 (and formerly known as part of Lot 38 in Deposited Plan 753662 and part of the Crown Land described as Lot 110 in Deposited Plan 753656) for the purpose of a public road in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991.</p> <p>2. Make an application to the Minister and the Governor for approval to acquire the Land described as Lot 1, 2 and 3 in Deposited Plan 1208204 (and formerly known as part of Lot 38 in Deposited Plan 753662 and part of the Crown Land described as Lot 110 in Deposited Plan 753656) by compulsory process under Section 177 of the Roads Act 1993.</p>	DIR							

## SCHEDULE OF ACTIONS – COUNCIL MEETINGS

Key A: Action Required B: Being Processed C: Completed

Meeting Date	Business Minute Item No.	Report Title and Council Resolution	Responsible Officer	Community Engagement Assessment Completed	Media Release Required	Budget Variation Completed	Action Date	Comments	Status	Minute No. TRIM
25 July 2016	19.07/16	<p>2.18.06.11 Road Closure Request – Lot 32 DP 813093</p> <p>COUNCIL RESOLUTION:</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>1. Agree to undertake the necessary steps to close the road;</li> <li>2. Subject to the necessary statutory requirements Lot 32 DP 813093 be sold to A &amp; L McLean upon completion of the road closure on the basis that the purchase price is based on the value of the land plus the full cost of the road closure application; and</li> <li>3. Delegation be given to the General Manager to: <ol style="list-style-type: none"> <li>a. Complete the road closure, and</li> <li>b. Undertake any necessary negotiations to complete the sale.</li> </ol> </li> <li>4. Approve the fixing of the Council Seal to all necessary documents.</li> </ol>	DIR							

**SCHEDULE OF ACTIONS – COUNCIL MEETINGS****Key A: Action Required B: Being Processed C: Completed**

Meeting Date	Business Minute Item No.	Report Title and Council Resolution	Responsible Officer	Community Engagement Assessment Completed	Media Release Required	Budget Variation Completed	Action Date	Comments	Status	Minute No. TRIM
25 July 2016	22.07/16	<p>2.18.06.15</p> <p>Mid North Weight of Loads Group Membership</p> <p>COUNCIL RESOLUTION:</p> <p>That:</p> <p>Council continue membership of Mid North Weight of Loads Group and the General Manager be authorised to sign the appropriate documentation including authorisations and Memorandums of Agreement for the Inspectors.</p>	DIR							

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22 AUG 2016	06.08/16	<p>2.15.08.5</p> <p>DA-27-2012-3 S96 (2) Modification of Development Consent. Staged 42 Lot low density residential subdivision – 114 Barleyfields Road Uralla – Applicant – T &amp; S Bower</p> <p>COUNCIL RESOLUTION: That Council:</p> <p>1. Approve the Development Application Modification of Consent DA 27-2012-3 subject to the 51 conditions in the report to Council;</p> <p>2. Approve the Development Application Modification of Consent DA 27-2012-3 including the modified condition 25 being:</p> <p>25. MODIFIED</p> <p>Stage A Development Lots</p> <p>New access crossings are required for proposed Lots 1 to 7, consisting of 4 metre wide gravelled dish crossings, bitumen sealed from the edge of the existing bitumen to the boundary of each proposed development Lot. Further the access handle for Lots 3 and 6 are to be bitumen sealed for its full length. All works are to be constructed to a standard approved by the Director of Infrastructure and Regulation at the expense of the developer.</p> <p>3. Add an additional requirement to Condition 34 so that it reads as follows:</p> <p>34. MODIFIED</p> <p>Stage B Residential Lots – Bus Shelter/Pedestrian Walkway &amp; Firetrail</p> <p>Provision is to be made for a bus shelter within the development. The type and location is approved by the Director of Infrastructure &amp; Regulation at the expense of the developer, prior to installation.</p>	DIR							

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22 AUG 2016	07.08/16	<p>2.15.08.6</p> <p>Uralla Development Control Plan 2011 Amendment No 4</p> <p>COUNCIL RESOLUTION:</p> <p>That Council:</p> <p>1. Endorse the draft Chapter 17 'Barleyfields' of the Uralla Development Control Plan 2011 for public exhibition for a period of no less than 28 days; and</p> <p>2. Give the General Manager delegated authority to adopt the Uralla Development Control Plan 2011 as amended if no submissions are received.</p>	DIR							

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**14. CONFIDENTIAL BUSINESS**

There is no confidential business of Council.

**15. AUTHORITY TO AFFIX THE COMMON SEAL**

There are no authority to affix the common seal.

**END OF BUSINESS PAPER**