



AGENDA & BUSINESS PAPERS

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.

ORDINARY COUNCIL MEETING

27 June 2023

Commencing at 4 pm



Statement of Ethical Obligations

The Mayor and Councillors are bound by the Oath/ Affirmation of Office made at the start of the Council term to undertake their civic duties in the best interests of the people of Uralla Shire and to faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the *Local Government Act* or any other Act, to the best of their skill and judgement.

It is also a requirement that the Mayor and Councillors disclose conflicts of interest in relation to items listed for consideration on the Agenda or which are considered at this meeting in accordance with Council's Code of Conduct and Code of Meeting Practice.

Christine Valencius

Acting General Manager

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7 CONFIRMATION OF MINUTES

7.1 Confirmation of Minutes 23 May 2023 Ordinary Meeting

Department: General Manager's Office

Prepared By: Executive Assistant

Authorised By: General Manager

Reference: UINT/23/7357

Attachments: 1. Confirmation of Minutes 23 May 2023 Ordinary Meeting [↓](#)

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal: 4. We are an independent shire and well-governed community

Strategy: 4.3. An efficient and effective independent local government

RECOMMENDATION

That Council adopt the minutes of the Ordinary Meeting 23 May 2023 as a true and correct record.

OR

That Council adopt the minutes of the Ordinary Meeting 23 May 2023 as a true and correct record with the following amendments:

i.



MINUTES of

ORDINARY COUNCIL MEETING

Held on 23 May 2023 at 4 pm

Attendance at Meeting:

Councillors: Mayor R Bell (Chair)
Deputy Mayor R Crouch
Cr T Bower – Via Zoom
Cr S Burrows
Cr L Doran
Cr McMullen
Cr T O'Connor – Via Zoom
Cr T Toomey

Apologies: Cr L Petrov

Staff: Mrs K Jessep, General Manager
Ms T Averay, Executive Director Infrastructure
Mrs C Valencius, Executive Director Corporate & Community
Ms L Chalmers, Executive Support Officer (Minute Clerk)
Ms W Westbrook, Executive Assistant
Mr S Williams, Manager Governance
Mr M Clarkson, Manager Planning & Development – Via Zoom –
departed after item 14.3

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23 MAY 2023

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UNCONFIRMED

1 OPENING & WELCOME

The Chair declared the meeting opened at 4:00pm.

2 PRAYER

The Chair recited the Uralla Shire Council prayer.

3 ACKNOWLEDGEMENT OF COUNTRY

The Chair read the acknowledgement of country.

4 WEBCAST INFORMATION

The Chair advised the meeting was recorded, with the recording to be made available on Council's website following the meeting and reminded the attendees from making defamatory statements.

5 APOLOGIES & APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS**APOLOGY****RESOLUTION 06.05/23**

Moved: Mayor Robert Bell

Seconded: Deputy Mayor Robert Crouch

That Council note the apology from Cr Petrov.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Bruce McMullen, Tom O'Connor and Tara Toomey

Against: Nil

Absent: Crs Leanne Doran and Lone Petrov

CARRIED 7/0

6 DISCLOSURE & DECLARATIONS OF INTEREST/S

Nil

7 CONFIRMATION OF MINUTES**7.1 CONFIRMATION OF MINUTES 26 APRIL 2023 ORDINARY MEETING****RESOLUTION 07.05/23****Moved:** Cr Tara Toomey**Seconded:** Deputy Mayor Robert Crouch**That Council adopt the minutes of the Ordinary Meeting 26 April 2023 as a true and correct record.****For:** Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Bruce McMullen, Tom O'Connor and Tara Toomey**Against:** Nil**Absent:** Crs Leanne Doran and Lone Petrov**CARRIED 7/0****7.2 CONFIRMATION OF MINUTES 16 MAY 2023 EXTRAORDINARY MEETING****RESOLUTION 08.05/23****Moved:** Cr Tara Toomey**Seconded:** Cr Sarah Burrows**That Council adopt the minutes of the extraordinary meeting 16 May 2023 as a true and correct record.****For:** Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Bruce McMullen, Tom O'Connor and Tara Toomey**Against:** Nil**Absent:** Crs Leanne Doran and Lone Petrov**CARRIED 7/0****8 URGENT, SUPPLEMENTARY, AND LATE ITEMS OF BUSINESS (INCLUDING PETITIONS)****8.1 LATE ITEM****RESOLUTION 09.05/23****Moved:** Cr Sarah Burrows**Seconded:** Cr Tara Toomey**That the late item "Award of Contract" be heard as confidential Item 15.5.**

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23 MAY 2023

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Bruce McMullen, Tom O'Connor and Tara Toomey

Against: Nil

Absent: Crs Leanne Doran and Lone Petrov

CARRIED 7/0

9 WRITTEN REPORTS FROM DELEGATES

Nil

10 PUBLIC FORUM

Nil

Councillor Doran joined the meeting at 4:04pm

11 MAYORAL MINUTE**11.1 MAYORAL MINUTE - DAMAGING INCREASE IN EMERGENCY SERVICES LEVY COSTS****RESOLUTION 10.05/23****Moved:** Mayor Robert Bell**Seconded:** Cr Tom O'Connor**That Council writes to:**

1. Treasurer, the Minister for Emergency Services, the Minister for Local Government and local State Member(s):
 - a. Expressing Council's strong opposition to the NSW Government's last minute decision to impose an enormous Emergency Services Levy (ESL) cost increase on councils for 2023/24 by scrapping the ESL subsidy for councils and at a time after Council has publicly advertised its Operational Plan and annual budget to the community;
 - b. Noting that as a consequence of the unannounced 73% increase in the State Emergency Service budget and an 18% increase in the Fire and Rescue NSW budget, Council's 3.7% rate increase to provide essential community services and infrastructure has been significantly eroded.
 - c. Advising that the Government's decision may/will lead to a reduction in important local services and/or the cancellation of necessary infrastructure projects;
 - d. Calling on the NSW Government to take immediate action to:
 - i. restore the ESL subsidy in 2023/24
 - ii. urgently introduce legislation to decouple the ESL from the rate peg to enable councils to recover the full cost

ORDINARY COUNCIL MEETING MINUTES

23 MAY 2023

iii. develop a fairer, more transparent and financially sustainable method of funding critically important emergency services in consultation with local government.

2. Chair of the Independent Pricing and Regulatory Tribunal (IPART) advising that Council's forced emergency services contribution is manifestly disproportionate to the 2023/24 rate cap, which has resulted in additional financial stress.
3. President of LGNSW seeking the Association's ongoing advocacy to bring about a relief in the burden of Councils' emergency services contribution.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor and Tara Toomey

Against: Nil

Absent: Crs Lone Petrov

CARRIED 8/0

12 NOTICE OF MOTION/QUESTIONS WITH NOTICE

Nil

13 REPORT OF COMMITTEES

Nil

14 REPORTS TO COUNCIL

14.1 DRAFT TREE MANAGEMENT POLICY FOR COUNCIL-MANAGED LAND 2023

RESOLUTION 11.05/23

Moved: Cr Bruce McMullen

Seconded: Cr Leanne Doran

That Council lays the item the Tree Management Policy for Council-managed Land on the table.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor and Tara Toomey

Against: Nil

Absent: Crs Lone Petrov

CARRIED 8/0

14.2 DRAFT ROADSIDE VEGETATION MANAGEMENT PLAN**RESOLUTION 12.05/23**

Moved: Deputy Mayor Robert Crouch

Seconded: Cr Tom O'Connor

That Council adopts the Roadside Vegetation Management Plan.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Bruce McMullen, Tom O'Connor and Tara Toomey

Against: Cr Leanne Doran

Absent: Crs Lone Petrov

CARRIED 7/1

At 4:41 pm, Cr Tara Toomey left the meeting.

At 4:44 pm, Cr Tara Toomey returned to the meeting.

14.3 PUBLIC SPACES LEGACY PROGRAM - ACTIONS AND TIMELINE**RESOLUTION 13.05/23**

Moved: Cr Tara Toomey

Seconded: Deputy Mayor Robert Crouch

That council note:

1. The report on the funding allocation for Pioneer Park under the Public Spaces Legacy Program is awaiting determination by the funding partner, including the action timeline for the Public Spaces Legacy Program since inception and the following project change requests to the funding deed:
 - Request for extension of time to 29 September 2023; and
2. That Stage 1 (which does not include the spiral pathway, plantings or artwork and includes the Project Plan for stage 2 referred to in resolution 17.04/23 3.b) is the only stage of the Pioneer Park project that is being funded by the PSLP
3. That the spiral pathway and plantings have been treated as separate engagements in keeping with resolution 36.09/22
4. That the spiral pathway and plantings have now been removed from stage 1 in keeping with resolution 17.04/23 3. c
5. That the funds saved (\$52,683) by removing these elements are retained against the Pioneer Park project
6. That an updated advice will be submitted to the funding partner, confirming that we are not seeking funds to deliver stage 2, but to develop the plan for stage 2 of the Pioneer Park project which Council sees as critical to the completion of stage 1 of the Pioneer Park project.
7. That staff will work with arts focused organisations, as mentioned in 17.04/23 3. c, to engage a suitable project manager to develop the plan for stage 2 as part of completing stage 1.

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For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor and Tara Toomey

Against: Nil

Absent: Crs Lone Petrov

CARRIED 8/0

14.4 WORKS PROGRESS REPORT - MAY 2023

RESOLUTION 14.05/23

Moved: Deputy Mayor Robert Crouch
Seconded: Cr Bruce McMullen

That Council note the Works Progress Report as at 02 May 2023.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor and Tara Toomey

Against: Nil

Absent: Crs Lone Petrov

CARRIED 8/0

14.5 LOCAL GOVERNMENT REMUNERATION TRIBUNAL'S DETERMINATION FOR MAYOR AND COUNCILLORS' REMUNERATION 2023-2024

RESOLUTION 15.05/23

Moved: Cr Leanne Doran
Seconded: Deputy Mayor Robert Crouch

That Council increase the annual fee by 3% to be set as follows:

- i. Fix the 2023-2024 fee payable to Councillors at \$11,977; and
- ii. Fix the 2023-2024 fee payable to the Mayor at \$21,581 (additional to the fee paid to the Mayor as Councillor).

For: Crs Robert Bell, Robert Crouch, Sarah Burrows, Leanne Doran and Tom O'Connor

Against: Crs Tim Bower, Bruce McMullen and Tara Toomey

Absent: Crs Lone Petrov

CARRIED 5/3

ORDINARY COUNCIL MEETING MINUTES

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14.6 USE OF GENERAL MANAGER'S DELEGATION TO WAIVE FEES

RESOLUTION 16.05/23

Moved: Cr Tara Toomey

Seconded: Cr Leanne Doran

Note the General Manager's recent exercise of Council's previously issued delegation to waive fees in support of community strategic objective 1.2 which encourages participation in sport:

- a. In the instance of St Joseph's School, an amount of \$116.00 being the fees for the use of the Uralla Sporting Complex on two occasions in May and July 2023;
- b. In the instance of Rocky River Primary School, an amount of \$58.00 being the fee for the use of the Uralla Sporting Complex on one occasion in May 2023.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor and Tara Toomey

Against: Nil

Absent: Crs Lone Petrov

CARRIED 8/0

14.7 MONTHLY FINANCE REPORT FOR APRIL 2023

RESOLUTION 17.05/23

Moved: Cr Tom O'Connor

Seconded: Cr Tim Bower

That Council receive the Monthly Finance Report for April 2023

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor and Tara Toomey

Against: Nil

Absent: Crs Lone Petrov

CARRIED 8/0

Note: that the Remaining Budget Column is not necessary in the report item 14.7.

ORDINARY COUNCIL MEETING MINUTES

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14.8 LOANS AS AT 30 APRIL 2023

RESOLUTION 18.05/23

Moved: Cr Tara Toomey

Seconded: Deputy Mayor Robert Crouch

That Council note the loan position as at 30 April, 2023 totalling \$1,567,257.32

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor and Tara Toomey

Against: Nil

Absent: Crs Lone Petrov

CARRIED 8/0

14.9 INVESTMENTS AT 30 APRIL 2023

RESOLUTION 19.05/23

Moved: Cr Tara Toomey

Seconded: Cr Tom O'Connor

That Council note:

1. The cash position as at 30 April 2023 consisting of cash and overnight funds of \$2,130,099 term deposits of \$20,750,000 totalling \$22,880,099 of readily convertible funds; and
2. The majority of Council's cash is externally restricted and not available for day to day operational expenditure. Unrestricted cash to be finalised upon audit of financial statements for the year.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor and Tara Toomey

Against: Nil

Absent: Crs Lone Petrov

CARRIED 8/0

At 5:32 pm, Cr Tom O'Connor left the meeting.

At 5:35 pm, Cr Tom O'Connor returned to the meeting.

14.10 REGISTER RESOLUTIONS ACTIONS STATUS AS AT 17 MAY 2023

RESOLUTION 20.05/23

Moved: Cr Tara Toomey
 Seconded: Cr Bruce McMullen

That Council note the resolution action status at 17 May 2023.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor and Tara Toomey

Against: Nil

Absent: Crs Lone Petrov

CARRIED 8/0

15 CONFIDENTIAL MATTERS

RESOLUTION 21.05/23

Moved: Cr Sarah Burrows
 Seconded: Deputy Mayor Robert Crouch

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the *Local Government Act 1993*:

15.1 Bitumen Emulsion Supply Contract

This matter is considered to be confidential under Section 10A(2)d(i) of the *Local Government Act 1993*, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

15.2 Award of Tender - Road Rehabilitation of Thunderbolts Way, 2.2km for Uralla Shire Council in 2023.(2.2km of the Tarana Hill segment)

This matter is considered to be confidential under Section 10A(2)d(i) of the *Local Government Act 1993*, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

15.3 Nominations for S355 Uralla Township and Environs Committee

This matter is considered to be confidential under Section 10A(2)a of the *Local Government Act 1993*, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

15.4 Appointment of independent members to the Audit, Risk & Improvement Committee

This matter is considered to be confidential under Section 10A(2)a of the *Local Government Act 1993*, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be

ORDINARY COUNCIL MEETING MINUTES

23 MAY 2023

contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

15.5 Award of Contract – Gostwyck road project

This matter is considered to be confidential under Section 10A(2)d(i) of the *Local Government Act 1993*, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor and Tara Toomey

Against: Nil

Absent: Crs Lone Petrov

CARRIED 8/0

16 COMMUNICATIONS OF COUNCIL DECISIONS

The Chair communicated the Council decisions from the closed session.

RESOLUTION 22.05/23

Moved: Cr Leanne Doran

Seconded: Cr Sarah Burrows

That Council return to open session and the resolutions of Closed Session of Council become the resolutions of Open session of Council.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor and Tara Toomey

Against: Nil

Absent: Crs Lone Petrov

CARRIED 8/0

15.1 BITUMEN EMULSION SUPPLY CONTRACT**RESOLUTION 22.05/23**

Moved: Deputy Mayor Robert Crouch

Seconded: Cr Tim Bower

That Council, in consideration of the submissions through the Regional Procurement tender process, tender T422223URA, and the analysis in this report and attachments:

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23 MAY 2023

Accepts the offer from Fulton Hogan Industries Pty Ltd and join regional Contract T42223URA for the supply of Bitumen Emulsion for a period of 19 months from 1 June 2023 to 31 December 2024, with an option to renew for a further period of 12 months. This contract will have an expected expenditure of \$336,750.00 per annum.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor and Tara Toomey

Against: Nil

Absent: Crs Lone Petrov

CARRIED 8/0

15.2 AWARD OF TENDER - ROAD REHABILITATION OF THUNDERBOLTS WAY, 2.2KM FOR URALLA SHIRE COUNCIL IN 2023.(2.2KM OF THE TARANA HILL SEGMENT)

RESOLUTION 23.05/23

Moved: Cr Bruce McMullen

Seconded: Deputy Mayor Robert Crouch

1. That Council award the tender to Stabilcorp for \$600,000 to rehabilitate and widen 1.8 km of Thunderbolts Way from the newly constructed segment Uralla side of Salisbury Waters Bridge over Tarana Hill towards Uralla
2. That Uralla Shire Council negotiate further road rehabilitation lengths at the tendered rates to continue the rehabilitation works from the completed section towards Dangars Lagoon, as part of the 23/24 TfNSW Repair program

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor and Tara Toomey

Against: Nil

Absent: Crs Lone Petrov

CARRIED 8/0

ORDINARY COUNCIL MEETING MINUTES

23 MAY 2023

15.3 NOMINATIONS FOR S355 URALLA TOWNSHIP AND ENVIRONS COMMITTEE

RESOLUTION 24.05/23

Moved: Deputy Mayor Robert Crouch

Seconded: Cr Sarah Burrows

That Council appoint the following persons to the Uralla Township and Environs Committee subject to their attendance at a Committee induction meeting (to be completed before attendance at their first committee meeting):

- Mr Mark McDiarmid
- Mr Tony Lashlie

Invite Ms Beth Platford to complete the UTEC membership application form for future Council consideration.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor and Tara Toomey

Against: Nil

Absent: Crs Lone Petrov

CARRIED 8/0

15.4 APPOINTMENT OF INDEPENDENT MEMBERS TO THE AUDIT, RISK & IMPROVEMENT COMMITTEE

RESOLUTION 25.05/23

Moved: Cr Sarah Burrows

Seconded: Cr Tara Toomey

That Council elect not to appoint the staff recommendations and, subject to satisfactory due diligence checks and Walcha Council resolving to appoint the same candidates to their ARIC, Council appoint as independent members to the Audit Risk and Improvement Committee for an initial term of four years the following applicants:

1. Mr Les Hullick
2. Dr Meredith Caelli

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor and Tara Toomey

Against: Nil

Absent: Crs Lone Petrov

CARRIED 8/0

15.5 AWARD OF CONTRACT – GOSTWYCK ROAD PROJECT**RESOLUTION 26.05/23****Moved:** Cr Tom O'Connor**Seconded:** Cr Tim Bower

Award of contract to Stabilcorp for \$223,300.00 (GST incl) to provide pavement stabilisation for the Gostwyck Road Project.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen and Tom O'Connor

Against: Cr Tara Toomey

Absent: Crs Lone Petrov

CARRIED 7/1**17 CONCLUSION OF MEETING**

The meeting was closed at 6:21pm.

7.2 Confirmation of Minutes held 30 May 2023 Extraordinary Meeting

Department: General Manager's Office

Prepared By: Executive Assistant

Authorised By: General Manager

Reference: UINT/23/7425

Attachments: 1. Confirmation of Minutes 30 May 2023 Extraordinary Meeting [↓](#)

RECOMMENDATION

That the Minutes of 30 May 2023 Extraordinary Meeting be adopted as a true and correct record.

OR

That the Minutes of 30 May 2023 Extraordinary Meeting, be adopted with the following amendments as a true and correct record:



MINUTES of
EXTRAORDINARY COUNCIL MEETING
Held on 30 May 2023 at 4:00pm

Attendance at Meeting:

Councillors: Mayor R Bell (Chair)
Deputy Mayor R Crouch
Cr T Bower
Cr S Burrows
Cr L Doran
Cr McMullen
Cr T O'Connor – via Zoom
Cr L Petrov
Cr T Toomey

Apologies: Nil

Staff: Mrs K Jessep, General Manager
Ms T Averay Executive Director Infrastructure & Development
Mrs C Valencius, Executive Director Corporate & Community
Ms W Westbrook, Executive Assistant
Mr Williams, Manager Governance – departed the meeting at 6pm
Mr M Ahammed, Manager Finance & IT – departed the meeting at 6pm

EXTRAORDINARY COUNCIL MEETING MINUTES

30 MAY 2023

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EXTRAORDINARY COUNCIL MEETING MINUTES

30 MAY 2023

1 OPENING & WELCOME

The Chair declared the meeting opened at 4:00pm.

2 PRAYER

The Chair recited the Uralla Shire Council prayer.

3 ACKNOWLEDGEMENT OF COUNTRY

The Chair read the acknowledgement of country.

4 WEBCAST INFORMATION

The Chair advised the meeting was recorded, with the recording to be made available on Council's website following the meeting and reminded attendees to refrain from making defamatory statements.

5 APOLOGIES & APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS**APOLOGY****RESOLUTION 28.05/23**

Moved: Cr Sarah Burrows

Seconded: Cr Tim Bower

That the apology received from Cr Doran & Cr McMullen be accepted and a leave of absence be granted for the extraordinary meeting of 30/05/2023 and that Council note the minutes should Cr Doran and/or Cr McMullen arrive late to the meeting.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

Absent: Crs Leanne Doran and Bruce McMullen

CARRIED 7/0**6 DISCLOSURE & DECLARATION OF INTEREST/S**

Nil

7 PURPOSE OF EXTRAORDINARY MEETING

The Chair advised the purpose of the meeting to consider:

- Draft Operational Plan 2023/24
- Award of Contract – Hawthorne Drive

8 LATE REPORTS/SUPPLEMENTARY/URGENT ITEMS (INCLUDING PETITIONS)

Nil.

9 REPORTS TO COUNCIL

At 4:28 pm, Cr Bruce McMullen attended the meeting at point **iv** of the resolution

At 5:26 pm, Cr Leanne Doran attended to the meeting at point **viii** of the resolution

At 5:50 pm, Cr Tara Toomey left the meeting.

At 5:52 pm, Cr Tara Toomey returned to the meeting.

9.1 DRAFT OPERATIONAL PLAN 2023-2024**RESOLUTION 29.05/23**

Moved: Cr Tom O'Connor

Seconded: Cr Bruce McMullen

That the Draft Operational Plan 2023-2024 including the draft actions, draft budget, draft statement of revenue policy and draft fees and charges be amended as follows and placed on public exhibition from 31 May 2023 to 27 June 2023:

- i. Correct the administrative error to the FTE in version 0.4 to be reinstated by service area as per version 0.3;
- ii. Pressure point - Office of Children Guardian – delete 'wholeheartedly supports' and replace with 'acknowledges';
- iii. Community Capacity Building replace NIAS highlight picture and wording with a highlight regarding the Australia Day Event;
- iv. Fleet Stores and Workshops align the budget income and expenditure numbers with the budget;
- v. Fees & Charges – Development application building works – amend the regulation reference – delete '2000' replace with '2021' and the relevant clause;
- vi. Delete Pioneer Park – Artwork Grant Scheme \$40,000 allocation and references;
- vii. Check total and adjust as necessary the project budget and Capex in Works and Civil area in Part 2;
- viii. Update Uralla Census data in the overview as possible;
- ix. Add the capital expenditure projects list as a table within Part 2;
- x. Delete highlight from - Map of Uralla Sewer Service Area on 'Map to be updated'
- xi. Add the apprentice mechanic budget to the operational plan;
- xii. Water Cycle – Manager Water and Sewer Services adjust Net result '\$9,354' to read as a negative;
- xiii. Various editorial adjustments as provided by Councillors.

and;

That any operational considerations and submissions from the public be collated for Council consideration at an Extraordinary Meeting of Council on 29 June 2023 at 5pm.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor and Lone Petrov

Against: Cr Tara Toomey

CARRIED 8/1

EXTRAORDINARY COUNCIL MEETING MINUTES

30 MAY 2023

PROCEEDURAL MOTION

RESOLUTION 30.05/23

Moved: Mayor Robert Bell
Seconded: Cr Bruce McMullen

That Council have a short break.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

CARRIED 9/0

PROCEDURAL MOTION

RESOLUTION 31.05/23

Moved: Mayor Robert Bell
Seconded: Deputy Mayor Robert Crouch

That Council resume the meeting.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

CARRIED 9/0

10 CONFIDENTIAL MATTERS

RESOLUTION 32.05/23

Moved: Deputy Mayor Robert Crouch
Seconded: Cr Sarah Burrows

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the *Local Government Act 1993*:

10.1 Award of Contract - Sealing Contract - Hawthorne Drive

This matter is considered to be confidential under Section 10A(2) - d(i) of the *Local Government Act 1993*, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

CARRIED 9/0

11 COMMUNICATION OF COUNCIL DECISIONS

The Chair communicated the Council decisions from the closed session.

RESOLUTION 35.05/23

Moved: Cr Bruce McMullen

Seconded: Cr Leanne Doran

That resolutions of closed session of Council become the resolutions of open session of Council.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

CARRIED 9/0

10.1 AWARD OF CONTRACT - SEALING CONTRACT - HAWTHORNE DRIVE**RESOLUTION 33.05/23**

Moved: Deputy Mayor Robert Crouch

Seconded: Cr Lone Petrov

Award the contract to Roadwork Industries for \$212,343 (GST incl) to provide two coat bitumen seal to Hawthorne Drive project.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor and Lone Petrov

Against: Cr Tara Toomey

CARRIED 8/1

PROCEDURAL MOTION**RESOLUTION 34.05/23**

Moved: Deputy Mayor Robert Crouch

Seconded: Cr Tara Toomey

That Council return to Open Session of Council.

For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

Against: Nil

CARRIED 9/0

12 CONCLUSION OF MEETING

The meeting was closed at 6:21pm.

UNCONFIRMED

8 URGENT, SUPPLEMENTARY, AND LATE ITEMS OF BUSINESS (INCLUDING PETITIONS)

9 WRITTEN REPORTS FROM DELEGATES

9.1 Written Delgate Activity Report from the Mayor for May 2023

Department: General Manager's Office

Prepared By: Mayor

Authorised By: General Manager

Reference: UINT/23/6998

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal: 4. We are an independent shire and well-governed community

Strategy: 4.1. Informed and collaborative leadership in our community

RECOMMENDATION

That Council receive the Mayor's Delegate Activity Report for May 2023.

REPORT

Mayor: Robert Bell		
Date of Council Meeting: 27 June 2023		
DATE	COMMITTEE/MEETING/EVENT	LOCATION
1 May 2023	Northern Tablelands Mayors & GMs meeting with the Hon Adam Marshall	Inverell
1 May 2023	GM Catch up session with Councillors	Uralla
2 May 2023	Confidential Workshop – 2023/24 Resourcing Strategy Preparation	Uralla
3 May 2023	2AD Interview	Via Phone
3 May 2023	New England Solar Catch up	Uralla
8 May 2023	GM Catch up session with Councillors	Uralla
9 May 2023	Meeting on Industrial Land	Uralla
10 May 2023	School visits to Kingstown Public & Bundarra Central – part of Youth Week activities	Kingstown/Bundarra
11 May 2023	Transgrid Meeting – early planning stages discussion	Uralla
11 May 2023	Sandon Close Meeting	Uralla
13 May 2023	The Story of Kingstown Book Launch	Kingstown
15 May 2023	GM Catch up session with Councillors	Uralla

16 May 2023	Tour – Armidale and Uralla Waste Facilities	Armidale - Uralla
16 May 2023	Confidential Energy Co NEREZ Meeting	Armidale
16 May 2023	Extraordinary Meeting	Uralla
18 May 2023	Microfactories Forum discussion on set up and agenda	Uralla
18 May 2023	Youth Resilience Workshop	Uralla
19 May 2023	Schools Athletics Carnival	Uralla
22 May 2023	GM Catch up session with Councillors	Uralla
23 May 2023	Biggest Morning McMaugh Gardens	Uralla
23 May 2023	Australian Citizenship Ceremony	Uralla
23 May 2023	Council Meeting	Uralla
24 May 2023	LGNSW & NbN - Enhancing broadband internet in regional NSW webinar	Via Zoom
25 -26 May 2023	Country Mayors Association Conference	Sydney
26 May 2023	CoREM Meeting	Sydney
30 May 2023	Connectivity Planning for Successful Regions	Uralla
30 May 2023	Extraordinary Meeting	Uralla
31 May 2023	2AD Interview	Via Phone
Expenses Claim for Month of May 2023		\$0

10 PUBLIC FORUM

Nil

11 MAYORAL MINUTE

Nil

12 NOTICE OF MOTION/QUESTIONS WITH NOTICE

Nil

13 REPORT OF COMMITTEES

13.1 Minutes of Uralla Township and Environs Committee - Recommendations to Council - June 2023

Department:	Infrastructure and Development
Prepared By:	Executive Director Infrastructure & Development
Authorised By:	General Manager
Reference:	UINT/23/7544

Attachments: 1. Minutes 6 June 2023 Meeting - Uralla Township Environs Committee [↓](#)

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	4. We are an independent shire and well-governed community
Strategy:	4.2. A strategic, accountable and representative Council

SUMMARY

The role of the Uralla Township Environs Committee (UTEC) is to provide strategic advice to Council on the future development and redevelopment of the public spaces in and near the township of Uralla.

The purpose of this report is to present the Minutes of the UTEC meeting held on 6 June 2023 for the information of Councillors.

RECOMMENDATION

That Council receive and note the Minutes of the UTEC meeting held on 6th June 2023.

REPORT

A copy of the Minutes of the UTEC meeting of 6 June 2023 is attached. The Committee considered a number of topics and made the following recommendations to Council:

a. Pioneer Park

Recommendation: Council instruct Project Manager to arrange for simultaneous installation of poured concrete wall 01, and seat walls 02 and 03, as per Civile's Tender Documents, and including the 20mm rebate to allow for the future mosaic art work.

Officer Comment: Please refer to Council Report titled Pioneer Park Project Update Report lodged for the Ordinary Meeting of 27 June 2023.

b. Information Panels for Parks

Recommendation: In the interest of consistency, Council seek clarification from Officers on design of these, and expedite installation of the first three, at Fuller Park, Sunny Jim Park, and Thunderbolt's Grave, the draft text for these having already been supplied.

Officer Comment: This will require additional resourcing to formulate a corporate signage standard and template. The potential of conducting this design work in conjunction with the Rotary, Glen and Pioneer Park projects is being investigated.

c. Street Garbage Bins

Recommendation: The tops of the bins be cleaned on a regular basis.

Officer Comment: This can be done within existing resources.

d. Street Gutters

Recommendation: Gutters be cleared on a regular basis, Bridge, Salisbury, Maitland & Hill Streets.

Officer Comment: Council does not have its own street sweeper truck. The Armidale Council street sweeper was utilised in the Uralla Township on two occasions during the last 12 months on a fee for service basis. Council staff also use the road broom on a tractor from time to time as required. It is intended to use the same approach in the coming financial year.

e. Redundant 1982 Walking Tour signs.

Recommendation: Council remove redundant signs, or authorise volunteers from UHS to remove them.

Officer Comment: This can be done within existing resources.

f. 1860s Gold Race at Wallaby Rocks

Recommendation: In consultation with the property owner, Council consider future conservation and development of this significant site as a Tourist Attraction.

Officer Comment: This would require further information to assess resource implications and viability.

CONCLUSION:

Council comments provided address the recommendations from UTEC.

COUNCIL IMPLICATIONS**Community Engagement/Communication**

Council has two councillor delegates on the Committee and relevant staff attend meetings when possible.

Policy and Regulation

Uralla Township and Environs Committee Constitution 2020
NSW Local Government Act 1993

Financial/Long Term Financial Plan

Resourcing required for staff to attend meetings and liaise with Committee. Any recommendations requiring additional resourcing or budget need to be referred to Council's annual budget process for consideration.

Asset management/Asset Management Strategy

N/A

Workforce/Workforce Management Strategy

Staff provide support to the Uralla Township and Environs Committee and attend meetings.

Legal and Risk Management

As a Committee of Council, risks of the Committee are borne by Council. The strategic risks are assessed as low.

Performance Measures

As set out in the Uralla Township and Environs Committee Constitution 2020

Project Management

Executive Director Infrastructure & Development

UTEC MEETING. Monday June 5, 2023
6pm sharp Uralla Shire Council Chambers
MINUTES

Meeting Opened: 6.05pm

Present: Kent Mayo, Anne Mayo, Andrew Parker, Marlene Jacobs, Bob Anderson, Jim Sinclair (Zoom), Cr. Toomey, Cr. Doran.

Apologies: Robert Valler, Rob Bowie, Noelene Porter, T. Avery, T. Lashlie.

Moved: Andrew Parker. Seconded: Bob Anderson. *Carried.*

Election of Chairperson:

(Deferred until next meeting, Sept 4, 2023)

Election of Secretary:

(Deferred until next meeting, Sept 4, 2023)

Correspondence:

1. Carol Shantal resignation.

2. Robert Valler's request for information about Council's process for advertising, and filling vacancies on UTEC.

Mov: Kent Mayo. Sec: Anne Mayo. *Carried.*

Minutes of the Previous Meeting: March 6, 2023

Mov: M. Jacobs. Sec: B. Anderson. *Carried.*

Matters arising:

1) "Fibonacci Park": (See attachments)

Recommendation: Council instruct Project Manager to arrange for simultaneous installation of poured concrete wall 01, and seat walls 02 and 03, as per Cville's Tender Documents, and including the 20mm rebate to allow for the future mosaic art work.

Mov: A. Parker. Sec: Kent Mayo. *Carried: 6-0*

2) Information Panels for Parks:

Recommendation: In the interest of consistency, Council seek clarification from Officers on design of these, and expedite installation of the first three, at Fuller Park, Sunny Jim Park, and Thunderbolt's Grave, the draft text for these having already been supplied.

Mov: B. Anderson. Sec: J. Sinclair. *Carried 6-0*

General Business;

1) Street Garbage Bins.

The tops of the bins, especially those in the Main Street, are very dirty (and therefore unhealthy)

Recommendation: The tops of the bins be cleaned on a regular basis.

Mov: A. Mayo. Sec: B. Anderson. *Carried 6-0*

2) Street Gutters.

Some CBD gutters are choked with dirt, gravel, weeds, and garbage, preventing the flow of water, and a real hazard in heavy rain.

Recommendation:

Gutters be cleared on a regular basis, Bridge, Salisbury, Maitland & Hill Sts.

Mov: A. Mayo. Sec: M. Jacobs. *Carried 6-0*

3) Redundant 1982 "Walking Tour" signs.

Recommendation: Council remove redundant signs, or authorise volunteers from UHS to remove them.

Mov: B. Anderson. Sec: M. Jacobs. *Carried 6-0*

4) Street lighting (Marlene Jacobs and/or Andrew Parker to elaborate, please)

Recommendation: M. Jacobs and A. Parker to consider in context of PAMP and report to next meeting.

Mov: K. Mayo. Sec: J. Sinclair. *Carried 6-0*

5) 1860s Gold Race at Wallaby Rocks (See images attached)

Recommendation: In consultation with the property owner, Council consider future conservation and development of this significant site as a Tourist Attraction.

Mov: K. Mayo. Sec: A. Parker. *Carried 6-0*

6) Other Matters...

a) Monthly casual meetings – Committee agreed to hold regular monthly informal meetings.

b) The Glen: Andrew Parker presented a report.

c) Derelict Service Station site, cnr Bridge & John Sts.

Recommendation: Council encourage owners to demolish derelict structures and tidy the site.

d) Court House.

Cr Doran reported that the Mayor will invite public to tour the building and engage in consultation about future use/s, when the current works have been completed.

e) Andrew Parker suggested Uralla needs "Creative Village" type committee to both promote and monitor developments relative to appearance and amenity of Uralla.

Kent Mayo suggested UTEC's Terms of Reference be amended to accommodate this concept.

Mov: J. Sinclair. Sec: B. Anderson. *Carried 6-0.*

Meeting Closed: 7.15pm

Next Meeting: Monday, September 4, 2023.

14 REPORTS TO COUNCIL

14.1 Membership - S355 Uralla and Environs Committee - UTEC

Department:	Infrastructure and Development
Prepared By:	Executive Support Officer
Authorised By:	Executive Director Infrastructure & Development
Reference:	UINT/23/7407

Attachments:	1. Beth Platford - Completed Application Form - UTEC - Expression of Interest - Membership ↓
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LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	4. We are an independent shire and well-governed community
Strategy:	4.1. Informed and collaborative leadership in our community

SUMMARY

At the May 2023 meeting of Council, it was resolved:

- 24.05/23 *That Council:*
Invite Ms Beth Platford to complete the UTEC membership application form for future Council consideration.

RECOMMENDATION

That Council:

- i. **accept the membership application received from Ms Beth Platford to the S355 Uralla Township and Environs Committee; and**
- ii. **note the withdrawal of membership to the Committee of Mr Mark McDiarmid.**

REPORT

Ms Platford has submitted an application for membership to the S355 Uralla Township and Environs Committee (Attachment 1.) following the May 2023 Council Meeting Resolution 25.05/23 to invite Ms Platford to complete the UTEC membership application form for future consideration.

At that meeting it was also resolved:

- 24.05/23 *That Council:*
Appoint the following persons to the Uralla Township and Environs Committee subject to their attendance at a Committee induction meeting (to be completed before attendance at their first committee meeting):

- *Mr Mark McDiarmid*
- *Mr Tony Lashlie*

On 15 May 2023, Mr McDiarmid withdrew his membership application creating a vacancy on the UTEC Committee.

On 31 May 2023, Mr Tony Lashlie was appointed as a UTEC Committee member.

CONCLUSION

That Council accept the membership application of Ms Beth Platford to the S355 Uralla Township and Environs Committee.

COUNCIL IMPLICATIONS

Community Engagement/Communication

Ms Platford will be informed of Council's decision.

Policy and Regulation

Uralla Township and Environs Committee Constitution 2020
Local Government Act 1993; section 355

Financial/Long Term Financial Plan

N/A

Asset Management/Asset Management Strategy

N/A

Workforce/Workforce Management Strategy

Associated Administrative tasks.

Legal and Risk Management

The Uralla Township and Environs Committee Constitution 2020 states:

- 6.1 *Council shall invite nominations for membership of the Committee, giving no less than 21 days of public notice.*
- 6.2 *All nominations shall be forwarded to Council for consideration by Council at a Council meeting. Council shall either appoint all nominees to the Committee, or, if more than twelve (12) persons have submitted applications, then Council may select a number from those nominated, the method of selection being at Council's sole discretion.*
- 6.3 *In appointing members to the Committee, Council shall ensure the membership of the Committee reflects, as far as reasonably possible, the diversity of the township of Uralla and its immediate environs.*
- 6.4 *Should a casual vacancy arise, the Committee Secretary should promptly advise Council. Council will invite nominations from members of the public interested in being a member of the Committee and shall fill the vacancy from the nominations received.*

Performance Measures

The performance measures are as set out in the Uralla Township and Environs Committee Constitution 2020.

Project Management

Executive Director Infrastructure & Development



Uralla Township and Environs Committee (UTEC)
 Expression of Interest
 Membership

PO Box 106
 URALLA NSW 2358
 02 6778 6300
 council@uralla.nsw.gov.au
 www.uralla.nsw.gov.au

Name: Beth Platford
Address: [REDACTED]
Phone: [REDACTED]
1. Are you a resident of Uralla Shire? Yes
2. Which sectors of the community are you able to represent? Families, women, business owner, Rocky River
3. Why Would you like to become a member of the Committee? To get a better understanding of how decisions are made and help contribute to a stronger, more diverse and inclusive representation of the Uralla Shire
4. What skills can you bring to the Committee? Motivation and a fresh perspective
5. Could you share your previous experience in community projects which would be useful for the Committee? I have worked with Rocky River P&C to motivate and encourage participation from our School families; I am currently working with Uralla Shire Business Chamber to build a stronger connection with the community and increase support and memberships of local businesses
6. If I am selected, I agree to abide by Council’s Code of Conduct and the Code of Meeting Practice Yes

Please find links below to documents you will need to be familiar with and agree to the requirements held within:

- [Committee Terms of Reference](#)
- [Code of Meeting Practice](#)
- [Code of Conduct](#)

Please return your expression of interest via email to council@uralla.nsw.gov.au

14.2 Pioneer Park Project Update Report

Department:	Infrastructure and Development
Prepared By:	Interim Executive Director Infrastructure
Authorised By:	Executive Manager Civil Infrastructure
Reference:	UINT/23/7345

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	4.	We are an independent shire and well-governed community
	3.	We are good custodians of our environment
Strategy:	4.1.	Informed and collaborative leadership in our community
	3.1.	To preserve, protect and renew our beautiful natural environment

SUMMARY

On Tuesday 6 June 2023 a workshop and discussion regarding the Pioneer Park Project was attended by representative Councillors, senior staff, and representatives of several Key Project Stakeholder groups including Uralla Township Environs Committee and Uralla Arts. A copy of the project manager's presentation to that Workshop (PowerPoint) has been provided to Councillors via their NextCloud portal.

The Workshop provided several valuable outcomes and clarifications regarding the potential future inclusions and exclusions of the Project, expenditure requirements, and was particularly helpful in better defining the aspirations, requirements and parameters for artwork inclusions.

The purpose of this report is to detail the substantively agreed outcomes from the Workshop, and their inferred action requirements, for Council's formal endorsement in order that they may be incorporated into the Project Plan to be executed by the Project Manager without delay.

It is proposed that any elements which are endorsed by Council following its consideration of this Report will comprise Stage 1 of the Pioneer Park Project, and any elements which do not or cannot receive endorsement will comprise a potential future Stage 2 of the Pioneer Park Project and be further considered in the future when time and funding circumstances permit.

RECOMMENDATION**That Council:**

- 1. Endorses Stage 1 of the Pioneer Park Project comprising Project Deliverables: D1. Survey and Design for the project area; D2. Contractor Preliminaries; D3. Contractor Demolition; D4. Contractor Levels and Grading D5. Contractor Materials and Finishes – including 5.1 Concrete Paving; 5.2 Soil; 5.3 Turf; 5.4 Concrete Wall; 5.5 Concrete Seating; D6. Concrete Entry Statement; D7.1 Community Designed Artwork for Pathway; D8.1 Install Artwork to Pathway; D9 Planting including 9.1 Native Massed Plantings; 9.2 Trees; D10. Procurement and installation of Furniture; D11. Signage; and D12. A Project Plan for Stage 2;**
- 2. Endorses Stage 2 of the Pioneer Park Project comprising Project Future Deliverables:**
 - **D7. Artwork including - 7.2 Community Designed Artwork for Walls; 7.3 Community Designed Artwork for Seating; 7.4 Community Designed Artwork for Entry Statement;**
 - **D8. Install Artwork - 8.2 to Walls; 8.3 to Seating; 8.4 to Entry Statement**

REPORT**Project Description**

This Project is planned to create an enhanced area of very high profile public open space including significant artwork (*based on the area's 2358 post code which, alone in Australia, models the Fibonacci mathematical sequence*). The resultant enhancement will comprise a drawcard for transiting visitors in addition to providing a significant and interesting area of open space for the local community.

The project is entirely grant funded and is therefore both time-bound and scope-bound by the requirements of the Project's funding deed unless permission to vary either constraint is received from the funding partner, the NSW Government.

The Project is to be delivered via external contractor involvement under internal project management, administration and oversight.

Total Project Scope

This Project is a complex upgrade and enhancement of an existing area of high profile open space known as Pioneer Park. The key deliverables (D's) of this project are:

D1. Survey and Design for the project area.

D2. Contractor Preliminaries

D3. Contractor Demolition

D4. Contractor Levels and Grading

D5. Contractor Materials and Finishes – including 5.1. Turf; 5.2 Soil; 5.3 Concrete Paving; 5.4 Concrete Wall; 5.5 Concrete Seating

D6. Concrete Entry Statement

D7. Artwork including - 7.1 Community Designed Artwork for Pathway; 7.2 Community Designed Artwork for Walls; 7.3 Community Designed Artwork for Seating; 7.4 Community Designed Artwork for Entry Statement

D8. Install Artwork – 8.1 to Pathway; 8.2 to Walls; 8.3 to Seating; 8.4 to Entry Statement

D9. Planting including 9.1 Native Massed Plantings; 9.2 Trees

D10. Procurement and installation of Furniture

D11. Signage

D12. Project Plan for Stage 2

Project Budget

The Budget Limit for the Pioneer Park Project is \$650,000 and is fully supplied and supported by the NSW Government's Public Spaces Legacy Program (PSLP) via a grant in the same amount.

Project Status

The Project's initial deadline for completion as specified in the Grant Deed is 30 June 2023. The delivery of the Project is one of a number which have been delayed by a range of unplanned impacts on Council and contractor resources as has been previously discussed.

A Request for an Extension of Time has been discussed and formally lodged by Council with the NSW Government Funding Partner in order to extend the target date for completion out to 29 September 2023. No advice regarding the outcome of that request was available at the time of writing this report.

This report has therefore been written on the assumption that an Extension of Time is granted to Council in the near future, and Councillors will be advised immediately if that occurs.

Deliverables which are recommended for Inclusion in Stage 1 of the Project

- **Infrastructure Deliverables (D1, 2, 3, 4, 5):** The survey and design details (D1) of the Park are complete, and with the exception of the Entry Statement (D6), the 'For Construction' engineering detail is available. Contractor pricing has been received and a contract established for those same components. This means that the major base infrastructure-related elements of the Project (D2, D3, D4, and D5) are of 'high readiness' to execute if an Extension of Time is granted by the Funding Partner.

This Report therefore proposes D1, D2, D3, D4, and D5 should be assumed as 'high readiness' elements and incorporated into Stage 1 of the Project.

- **Infrastructure Deliverable (D6):** Element D6 is a proposed tilt slab concrete panel structure which will form the basis of an artistic Entry Statement to the completed project area. This element has not yet been designed for construction. It is however a non-complex structure, of reasonably simple instalment, and could potentially be rapidly brought forward as a component of Stage 1, assuming a positive outcome to the Extension of Time Request.

This Report therefore proposes D6 should be assumed as a 'high readiness' element despite its current lack of design and incorporated into Stage 1 of the Project.

- **Combined Deliverables: (D5.1, 7.1, and 8.1):** D5.1 is a substantial concrete pathway demonstrating a Fibonacci Curve along its length; D7.1 and D8.1 are, respectively, the design and then installation of artwork via reverse stencilling/imprinting into the wet concrete D5.1 pathway as it is poured and finished. The intended methodology practically requires Elements D7.1 (Pathway Artwork Design) and D8.1 (Manufacture of the 7.1 Stencils) to be completed and available prior to the D5.1 pathway being formed and poured on site. In essence, the completion of the pathway is completely dependent of the completion of the predecessor Artwork steps.

None of the Artwork Deliverables (D7 and D8) have been progressed at this stage. Therefore D7.1 is currently to be considered a 'low readiness' item which as a consequence therefore risks the timely production of the D8.1 Stencils and, in its turn, the completion of the D5.1 Pathway during Stage 1.

However, if the D7.1 Pathway Artwork Design can be accelerated then the opportunity to complete the D5.1 Pathway is significantly enhanced because it is otherwise a 'high readiness' item.

This Report therefore proposes that D5.1, D7.1 and D8.1 be considered jointly and incorporated into Stage 1 of the Project at this time. Then, dependent upon the actual and successful completion of D7.1 Pathway Artwork Design, D8.1 and the Pathway could be jointly delivered in Stage 1.

In the alternative, if it proves to be the case that the D7.1 Pathway Artwork Design cannot ultimately be successfully delivered during Stage 1, then D7.1, D8.1 and the dependent D5.1 Pathway should be automatically transferred together into the future Stage 2.

- **Re-Greening Deliverable: (D9):** This deliverable incorporates D9.1 Native Massed Plantings and D9.2 Tree Planting. Assuming a positive outcome for the pending Extension of Time Request these works would take place in mid-September 2023 and should therefore be incorporated into the Stage 1 Scope of Work.

It is acknowledged that D9 elements will now need to comply with Council's recently adopted Street and Open Space Tree Policy and more importantly the unfinished but partially adopted List of Approved Tree Species. The final selection of species for the Project therefore imposes a requirement on the Project Manager that:

- a) Council either achieves a complete and adopted List of Tree Species which can be employed by the Project Manager as a selection tool for the Project; or,
- b) The Project Manager will present a future report to Council advising of the recommended selection of species for the Project before procurement and planting take place.

D10 - Procurement and installation of Furniture

D11 - Signage

- **D12 – Develop a Stage 2 Project Plan:** This envisaged Project Plan would essentially plan and document the steps, methodology and estimated costs required to complete the Stage 2 Scope of Work which, dependent upon Council's consideration of this Report, is recommended to incorporate:
 - a) **D7. Artwork Design**, comprising: 7.2 Community Designed Artwork for Walls; 7.3 Community Designed Artwork for Seating; 7.4 Community Designed Artwork for Entry Statement; and
 - b) **D8. Installing Artwork**, comprising: 8.2 to Walls; 8.3 to Seating; and 8.4 to Entry Statement

This deliverable (D12) is a recommended inclusion at this time as it is a logically required input to ensure that Stage 2 proceeds as rapidly as possible at the most appropriate future time.

Given that Stage 2 of the Pioneer Park Project will require external funding (grants) in order to proceed, it would be appropriate to document its intended inclusions, the methods by which they will be produced, the estimate of their costs. The output would comprise a published Stage 2 Project Plan which is 'shovel ready' and available to use for the purpose of rapidly responding to future grant opportunities as and when they might arise.

It is important to note however that the costs of delivering D12 are not an approved element of the Grant Deed as the Deliverable does not meet the intention of the original Grant legacy provisions. The costs to complete the Stage 2 Project Plan will therefore need to be drawn from a source unconnected with the PSLP Grant. This report recommends that issue is an operational resourcing matter for senior staff resolution via the allocation of the task to appropriate current internal resources.

Deliverables which are recommended for Inclusion in a future Stage 2 of the Project

- **D7. Artwork Design**, comprising: 7.2 Community Designed Artwork for Walls; 7.3 Community Designed Artwork for Seating; 7.4 Community Designed Artwork for Entry Statement; and
- **D8. Installing Artwork**, comprising: 8.2 to Walls; 8.3 to Seating; and 8.4 to Entry Statement

Key Project Risks

The following are the continuing principal Risks to Stage 1's substantive advancement at this time:

- A failure to receive a positive outcome to the pending Extension of Time Request.
- A failure by Council to agree and set clear target inclusions/exclusions for Stage 1 of the Project.

- A failure to gain and maintain Key Stakeholder support for the Project.
- A failure to achieve completion of the Design of Pathway Art (D7.1) during the first half of Stage 1.
- A major unplanned departure from the resultant Plan following Council's consideration and adoption/amendment of this Report's Recommendation.
- Unviable cost escalations to the existing planned delivery estimates of any element which is incorporated in Stage 1 of this Project.

CONCLUSION

This report recommends that, contingent upon a positive outcome to Council's Extension of Time Request to the Funding Partner, a significant advancement in output for the Pioneer Park Project can be achieved if Council resolves the Recommendation which definitively splits the Project into a Stage 1 and a later Stage 2 as defined in the Recommendation.

14.3 Works Progress Report - June 2023

Department:	Infrastructure and Development
Prepared By:	Manager Civil Infrastructure
Authorised By:	Executive Manager Civil Infrastructure
Strategy:	2.3. Communities that are well serviced with essential infrastructure
Attachments:	1. CAPITAL WORKS PROGRESS REPORT AS AT 13 June 2023 ↓

SUMMARY

The purpose of this report is to inform Council of the works that have progressed or been completed during the period between the last report and 13 June 2023, and the works that are scheduled to be undertaken over the coming months.

RECOMMENDATION

That Council note the Works Progress Report as at 13 June 2023.

REPORT**Works Undertaken Since May 2023:**

Main Road Maintenance	
MR73 Thunderbolts Way (Walcha), Thunderbolts Way and Bundarra Road	Drainage from Dawkins Street to Sport and Recreation Club - Completed
Sealed Roads Maintenance	
Arding Road and Hawthorne Road Shoulders on Gostwyck Road	Pothole patching, and table drainage maintenance, shoulders and roadside slashing.
Unsealed Roads Maintenance Grading	
Complete grading Balala Rd, Looanga Rd, Danehurst Rd, Retreat Rd, Bendemeer Rd, Warrabah Rd, Box Forrest Rd, Barraba Rd, Dog Trap Rd. Commenced grading and gravelling Mt Drummond Rd	Maintenance grading
Construction	
Gostwyck Road	Pavement completed
Thunderbolts Way (Tarana Hill Segment) Repair program	Commenced
Bridge / Sign	
Yarrowyck Crossing Causeway	Flood repair complete
Rural roads	Weed control around guardrails
Hardens Road	Pipe installation
Sign maintenance	Rural and Regional Rds

Town and Parks	
Uralla	Weed spraying and mowing
	Weed Gardens Alma Park
	Tree maintenance
	K&G maintenance
	Sports Field Marking
Bundarra	Mowing and weed spraying

Works Scheduled To Be Undertaken In June 2023:

Regional Sealed Road Maintenance
Pot hole patching Bundarra Rd and Thunderbolts Way

Rural Sealed Roads Maintenance	
Continue rural roads	Bitumen patching,

Bridge/Sign	
Roman Street	Kerb and gutter construction is to recommence to finished the section which is partially completed, this will involve the reconstruction of laybacks at driveways and installation of drainage.

Construction	
1 st causeway on Danehurst Rd	Causeway renewal - Complete
2 nd causeway on Danehurst Rd	Causeway renewal - commenced
Thunderbolts Way (Tarana Hill Segment)	Regional Roads Repair Program - Commenced
Gostwyck Road Rehabilitation	Pavement complete – Seal to be done in June

Town Area
General maintenance and up-keeping, mowing, slashing, reserves, parks, footpaths and cemeteries, Uralla and Bundarra

The following road projects are confirmed as funded and are scheduled to be undertaken/completed in coming months:

Project: Gostwyck Road Rehabilitation (2 Projects)

Funded: Local Roads & Community Infrastructure (LRCI – Phase 3)

Local Roads & Community Infrastructure (LRCI) 25% /Fixing Local Roads (FLR) 75%

Works on Gostwyck Road commenced in April and should be substantially completed by the end of July

Project: Heavy Patching Rural Roads

Funded: Fixing Local Roads and Local Roads and Community Infrastructure Programs

Works on Gostwyck Road Rehabilitation under this round of program are underway. Works on Kingstown Road, and Northeys Road is completed. Gostwyck Road commenced in March.

Project: Road Safety Program - School Zone Infrastructure Sub Program

The outstanding resurfacing of the road with asphalt was completed in May 2023.

Fixing Local Roads - Pothole grant funding

Uralla Shire Council was successful in being awarded \$316,306.28 grant funding under this program. It has been specifically designed to address the persistent wet conditions and the level of potholes that are prevalent in many of Council's roads. This was awarded on a pro rata based on the length of roads maintained by each individual council.

Regional and Local Roads Repair program

Uralla Shire Council was Successful in being awarded \$1,679,408 grant funding under this this program.

Restart NSW Fixing Country Roads Round 6

Council was successful in being awarded \$3,942,782 for Thunderbolts Way. The three projects for this grant are Scrubby Creek, Two Mile Creek, and Laura Creek segments. This program is expected to commence following the completion of Gostwyck Road.

Local Roads and Community Infrastructure program

Council has recently received notification that funding under this program will be provided to Council. The funding is to be provided under two parts. Part A \$596,106 for local roads and/or Community Infrastructure. Part B \$343,847 for Roads only. Access to funding will be in the new Financial Year.

Pathway extension grant fund

Council has secured a \$50,000 grant from the State Government to extend a shared pathway on Plane Avenue to the sports complex. The grant will compliment works already undertaken and see a further extension of the 1.7-kilometre 2.1-metre wide shared pathway from King Street via Maitland Street and Plane Avenue to the Uralla Sports Complex.

Natural Disaster Declaration

Uralla Shire Council has been declared as a Natural Disaster Area as part the latest advice from Transport for NSW. Council officers carried out inspections of damaged infrastructure with representatives from Transport for NSW, to validate the authenticity of Council's claim. Council staff will be required to compile photos and locations and estimates of the work for preliminary programming and payment. Estimated cost of repairs is in excess of \$2million. Advance payment of \$1million has been received by Council.

Generally over the last four months Uralla Shire Council operational teams have focused on repair urgent of works to keep roads trafficable. In some cases where Council crews have been unable to attend additional contractors have been brought in to accelerate the completion of the works. It has been programmed and additional teams will rectify as many affected locations as practically possible.

The attached spreadsheet has been developed to monitor the progress of the capital works program and identify potential under or over expenditures and carry overs within the program so that road maintenance and renewal can be smoothly optimised within each year's approved budget.

CONCLUSION

The works progress report provides Council with information on the works progressed or completed to 13 June 2023, and the works in progress scheduled over the June period.

COUNCIL IMPLICATIONS**Community Engagement/Communication**

Weekly posts to Council's Facebook and internal weekly Councillor Bulletin keeps the community and councillors informed of progress.

Policy and Regulation

Procurement Policy

Transport Asset Management Policy

Financial/Long Term Financial Plan

Attachment 1 is a tabulated Draft Capital Works Program, which details the funding source, programming aspects and any particular comments with regard to the progress of the project.

Asset Management/Asset Management Strategy

In accordance with Asset Management Plan and condition assessment report.

Workforce/Workforce Management Strategy

Council staff and contractors.

Legal and Risk Management

[Local Government Act 1993 \(NSW\)](#)

[Roads Act, 1993 \(NSW\)](#)

[Work Health & Safety Act 2011 \(NSW\)](#)

[Environmental Planning & Assessment Act 1979 \(NSW\)](#)

Maintaining Council assets and improving safety to minimise legal and risk exposure.

Performance Measures

Works completed to appropriate standards.

Project Management

Manager of Civil Infrastructure, Executive Manager of Civil Infrastructure, Overseer and Executive Director Infrastructure.

CAPITAL WORKS PROGRESS REPORT AS AT 2 MAY 2023 .

Works to be undertaken	Location Details	Work Order	Amount budgeted	Funding	Actual Costs to date	YTD Expenditure to 02/5/2023	Duration	Actual/Expected commencement date	Expected Finish date	Current % Complete	Resourcing	Comments
Renewals												
Reseals												
Reseals - Urban	Duke Street, Uralla - Chainage from 0 to 1160m		\$53,268	Road to Recovery	-	-	4 days			0%	USC Mgmt+ Staff + Plant, contracted sprayer truck and bitumen supply and aggregate	
	Prince Avenue, Uralla 0 to 200m				-	-	4 days		0%			
	Brown Street, Bundarra 0 - 194m				-	-	4 days		0%			
	Court Street, Bundarra - Bendemeer Street to Caravan Park end				-	-	4 days		0%			
Reseals - Rural - Program	Barleyfields Rd 0 - 1780m		\$318,614	Road to Recovery	-	-	5 days			0%	USC Mgmt+ Staff + Plant, contracted sprayer truck and bitumen supply and aggregate	
	Bilga Rd 0 - 1650m				-	-	5 days		0%			
	Gwydir River Road (0 at Thunderbolts Way) 4,000 -10,100m (TBC)				-	-	5 days		0%			
	Gowings Road 0 - 500m				-	-	5 days		0%			
	Kingstown Rd 7,000 - 7,500m				-	-	5 days		0%			
	Pinegrove Rd 4,300 - 5,300m				-	-	5 days		0%			
	Total reseal expenditure:		\$371,882		\$0	\$0						
Rehabilitation - Sealed Rural Roads												
Northeys rehab and seal to 7m wide	Chainage:2,500 - 3,250m	2068	\$212,232	Local Roads & Community Infrastructure (LRCI) 25%, \$53,058/Fixing Local Roads (FLR) 75%, \$159,174	\$65,492	\$56,474	106 days	Jul-22		95%	USC Mgmt+ Staff + Plant, contracted specialist subcontractors for stabilisation part service and materials supply. Minor specialist subcontractor component.	Completed
Northeys rehab and seal to 7m wide	Chainage: 1,000 - 1,500m	2095	\$134,752	Local Roads & Community Infrastructure (LRCI) 25%, \$33,688 /Fixing Local Roads (FLR) 75%, \$101,064	\$7,864	\$7,864					USC Mgmt+ Staff + Plant, contracted specialist subcontractors for stabilisation part service and materials supply. Minor specialist subcontractor component.	Completed
Northeys rehab and seal to 7m wide	Chainage: 1,500-2,500m	2096	\$277,585	Local Roads & Community Infrastructure (LRCI)	\$53,339	\$53,339					USC Mgmt+ Staff + Plant, contracted specialist subcontractors for stabilisation part service and materials supply. Minor specialist subcontractor component.	Completed
Gostwyck rehab and seal to 7m wide	Chainage: 8,250-9,250m	2242	\$277,585	Local Roads & Community Infrastructure (LRCI)	208			Mar-23	May-23	0%	USC Mgmt+ Staff + Plant, contracted specialist subcontractors for stabilisation part service and materials supply. Minor specialist subcontractor component.	
Gostwyck rehab and seal to 7m wide	Chainage: 2,000-2,250, 2,500-3,750, 5,250-5,750, 6,250-6,750m.	2243	\$410,992	Local Roads & Community Infrastructure (LRCI) 25%, \$177,870/Fixing Local Roads (FLR) 75%, \$533,610	\$4,537	\$4,537	30 days	Mar-23	July	0%	Project split in 1/2. USC Mgmt+ Staff + Plant, contracted specialist stabilisation and supply of materials. Other 1/2 Specialist stabilisation full service contractors.	Surplus funding due to additional amount in application. See item 4 Other Projects
Kingstown Road rehab	Chainage: 18,200-19,000m	2066	\$252,330	Local Roads & Community Infrastructure (LRCI)	\$232,721	232,367		Apr-23	May-23	Complete		
	Total Rehabilitation - expenditure: sealed Rural Roads		\$1,565,476		\$364,161	\$354,581						

Rehabilitation - Sealed Urban Roads													
Uralla Street, Uralla asphalt overlay	Park Street to Salisbury Street and Square; Chainage 10 to 239m	2097			-	-					0%	Specialised contractor full service.	Funding to be determined, Fixing Local Roads to be contacted with regard to underspend, also review of Roads to Recovery expenditure
King Street, Uralla asphalt overlay	McMahon to Maitland Chainage 330-600m	2098			-	-					0%	Specialised contractor full service.	Funding to be determined, Fixing Local Roads to be contacted wrt underspend, also review of Roads to Recovery expenditure
Salisbury Street; Uralla, asphalt overlay	Gostwyck Road to Duke Street. Chainage 110 - 250m		\$40,880	Roads to Recovery	-	-	3 days	May-23	May-23		0%	Specialised contractor full service	
Salisbury Street, Uralla, asphalt overlay	Bridge Street to Queen St, Chainage 500 -750m		\$73,000	Roads to Recovery	-	-	3 days	May-23	May-23		0%	Specialised contractor full service	
	Total Rehabilitation - expenditure: sealed Urban Roads		\$113,880		\$0	\$0							
Rehabilitation - Regional Roads													
Thunderbolts Way	Thunderbolts Way (Fairview Segment) 18.3km - 19.7km		\$344,292	RMS Block Grant \$268,000/RMS Supplementary \$76,000	\$0	\$0		Apr-23	Jun-23		0%	Specialised contractor full service	Tender Called
	Thunderbolts Way (Tarana Hill Segment) 16.6km - 17.6km - Repair program		\$368,296	RMS Block Grant \$184,148/RMS Repair Program \$184,148				Apr-23	Jun-23			Specialised contractor full service	Tender Called
	Total Rehabilitation - expenditure: Regional Roads		\$712,588										
Upgrading													
Hawthorne Drive Stage 2	Chainage: 2.2-5.3km, 3.1km in total	1950	\$1,391,000	Fixing Local Roads 75%, and Local Roads & Community Infrastructure 2, 25%	\$1,150,724	\$770,656	200 days	Feb-23	Mar-23		100%	USC Mgmt+ Staff + Plant, contracted specialist subcontractors for stabilisation part service and materials supply.	Total available from funding providers \$1,391,000.
Tolleys Gully Bridge - New bridge access road & approaches, Thunderbolts Way	Chainage 10,000 - 10,800m	1954, 1233, 2115		(GLE Restart funds expended)	\$1,471,952						100%	USC Mgmt+ Staff + Plant, contracted specialist subcontractors for stabilisation part service. Sealing by USC.	Expenditure to date \$1,194,513 exceeds grant of \$1.1M. Budget reallocated (\$268,000) from Block Grant as per USC Res 15.09/22 to finish works. Project completed \$272,644. Total Project Cost \$1,471,952
Kerb & Gutter Roman Street, Uralla Cul-de-sac	Chainage 0 - 250m	1936	\$70,600	Federal Assistance Grant Scheme (Partial over from 2021/22)	\$63,412	\$55,373	171 days	Dec-22	May-23		45%	USC Mgmt+ Staff + Plant, contracted specialist subcontractors for kerb pour and materials supply.	There is an additional \$62,560 in cash reserves for this work giving a total of \$133,160 available for expenditure in 2023.
	Total Upgrading - expenditure		\$1,461,600		\$2,686,088	\$826,029							
Resheeting													
Unsealed Rural Roads (WO - various)	Various unsealed roads		\$634,769	Federal Assistance Grants Scheme (\$524,425), Local Roads & Community Infrastructure (\$110,344)	84,079	-	60 days	Jan-23	Jun-23		15%	USC Mgmt+ Staff + Plant, and locally won materials.	
Unsealed Regional Roads	Barraba Road, Bundarra		\$20,000	RMS Block Grant	-	-	7 days	Apr-23	Jun-23		0%	USC Mgmt+ Staff + Plant, and locally won materials.	
	Total Resheeting - expenditure		\$654,769		\$84,079	\$0							
Other Projects													
Stormwater works			\$33,037										Works not currently scheduled
Share Cyclepath			\$79,000					Apr-23	May-23		0%		
Road Safety			\$10,000										Works not currently scheduled
School Zone Infrastructure	St Josephs Public School Wood Street Uralla, Uralla Central School Parks Street Uralla, Bundarra Central School Bowline Street Uralla	1975,1976, 1977		(Federal Road Safety School Zone Program) (Carried over from 2021/22)	\$120,228	120,228	129 days	Jan-23	May-23		90%	USC Mgmt+ Staff + Plant, contracted specialist subcontractors for kerb pour and materials supply.	Programmed for May completion
	Total Others - expenditure		\$422,525		\$120,228	\$120,228							
	Overall Total:		\$5,302,720		\$3,254,556	\$1,300,838							

14.4 Quarterly Budget Review Statement - Third (3) Quarter 2022-2023

Department:	Corporate & Community
Prepared By:	Manager Finance & IT
Authorised By:	Executive Director Corporate & Community
Reference:	UINT/23/4273

Attachments: 1. Quarterly Budget Review Statement 3 [↓](#)

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal: 4. We are an independent shire and well-governed community

Strategy: 4.2. A strategic, accountable and representative Council

SUMMARY

The purpose of this report is to present to Council a review of the budget for the third quarter of the 2022-2023 financial year.

RECOMMENDATION

That Council note the Third Quarter Budget Review Summary for the 2022-2023 financial year and adopt the adjustments to budget allocations.

REPORT

It is a statutory requirement that Council's Responsible Accounting Officer prepares and submits a budget review statement to Council on a Quarterly basis each financial year (LGGR 2005 cl.203 (1)).

Council's Responsible Accounting Officer must also include with the budget review report an opinion on the financial position of Council and any recommendations for remedial action if required. The third quarterly reviews for the 2022-2023 financial year have been prepared and attached for Council's review and adoption.

The third quarterly budget review report has projected an increase in income by \$4,961,980, mostly contributed by grant funding. Of this \$1,552,064 is attributable to operating revenue and \$3,409,916 is attributable to capital grants.

Operating expense is reduced by \$225,511, a major part of this reduction will be deferred to next financial year due to a delay in implementation and addressed in the 2023/24 budget.

Depreciation for the year will increase by \$792,620. The increase in depreciation is attributable, in part, to \$239,372 depreciation of the Uralla Waste Management Facility as a consequence of the reduced useful life, and \$257,402 for RFS assets. The RFS asset depreciation comprises two years' (2021/22 and 2022/23) depreciation of newly recognized assets. The RFS assets were created after updating the depreciation charge for 2021/22 with a back date to 01/07/2021. The remaining \$293,000 is contributed by asset indexation.

Capital expense is projected to increase by \$2,407,634 and represents utilisation of grant funding. It is to be noted that the full amount of capital projection may not be utilised this year due to resourcing issues. In that case, the remaining budget will be carried forward to the next financial year.

Council's estimated free cash position as at 31 May 2023 is \$2,347,854.

The operational and capital variations are detailed separately in the attached report.

CONCLUSION

The Council's financial performance is expected to yield a positive operating result prior to depreciation. However, taking into account depreciation expenses, the Council is projected to experience a loss by the end of the fiscal year on 30 June 2023.

COUNCIL IMPLICATIONS:

Community Engagement/ Communication

Report of budget reviews to the Council's ordinary meeting.

Policy and Regulation

- *Local Government Act 1993 (NSW)*
- *Local Government Regulations (General) 2005 (NSW)*
- Local Government Code of Accounting Practice and Financial Reporting
- Australian Accounting Standards

Financial (LTFP)

This report is a review of the annual budget up to the end of the third quarter. Changes to the budget are as outlined in the attached statements.

Asset Management (AMS)

N/A

Workforce (WMS)

N/A

Legal and Risk Management

Council is required by legislation (clause 203 of the Regulations) to prepare quarterly budget review statements for the first three quarters of each year, including an opinion by the Responsible Accounting Officer as to whether the financial position of the Council is considered to be satisfactory.

Corporate Governance – the first, second and third quarter budgets comply with legislative requirements. This risk is assessed as *low*.

Performance Measures

Completion and reporting of the QBR3 process

Project Management

N/A

URALLA SHIRE COUNCIL
Quarterly Budget Review Statement
For the Quarter ended 31 March, 2022

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Uralla Shire Council
Quarterly Budget Review Statement
For the Quarter ended 31 March, 2023

Report by Responsible Accounting Officer

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005:

Based on the Quarterly Budget Review Statement for Uralla Shire Council, covering the quarter ending on 31 March 2023, in my assessment, the Council's financial position is expected to yield a positive operating result prior to depreciation. However, taking into account depreciation expenses, the Council is projected to experience a loss by the end of the fiscal year on 30 June 2023. The operating result of the Council relies heavily on the grants received during the financial year.

This conclusion is drawn by considering the projected estimates of income and expenditure, as well as comparing them with the actual results up to 31 March 2023.

Signed:  _____

Mustaq Ahammed
Responsible Accounting Officer

**URALLA SHIRE COUNCIL
BUDGET REVIEW SUMMARY
Key Variances to Revenue Budget Identified in March 2023 for Review**

		Total Revenue (Increase)/Decrease -	4,961,980	
Master Acct	Particulars	Amount	Function	
01160.0130	WHS cost sharing with Walcha Council not estimated in the original budget	-	60,000.00	HR
41000.0115	Increase in income due to increased payments from AN-ACC funding arising from high care residents	-	250,000.00	McMaugh
41000.013	Cash donations not received as expected - donations in kind are very common but not in cash		45,000.00	McMaugh
41000.0135	SCCF funding not anticipated in the original budget	-	208,062.00	McMaugh
41000.0146	More funding from AN-ACC for high care residents reduced the income from means tested fees and accommodation costs		100,000.00	McMaugh
41000.0147	Respite income increased due to high demand of respite bed days	-	19,000.00	McMaugh
01600.0125	Not expected to achieve the budget this year		88,000.00	Private Works
02100.0110	Not expected to carry out so many inspections to achieve the budget		12,000.00	Health Admin
21000.0115	The Groundwater Study next milestone funding is not expected to be received until submission of the Exploration Report early 2023-2024		121,500.00	Water
01866.0115	More funding received from Commonwealth Government due to having more higher funded clients packages	-	718,376.15	TCS
01866.0140	Increase in the number of fee for services, particularly in NDIS	-	122,000.00	TCS
31000.0110	Extra income from Bundarra sewer connection	-	22,000.00	Sewer
31000.0115	Grant and subsidies budgeted in Sewer is not expected to receive		45,000.00	Sewer
01120.0120	Interest income increase due to change of interest rate	-	100,000.00	Finance
01285.0115	Income is not expected due to reduced need for maintenance of concrete bridges		7,000.00	Bridges
01310.0115	Not likely to receive K&G grant funding		70,600.00	K&G
01740.0110	Public Hall booking is not expected to achieve the budget - Dependant on bookings		10,000.00	Public Hall
01230.0135	\$1.24mil Glen Project funding carried forward from FY 2021/22, and SCCF5 funding for Upgrade Park & Reserve not originally budgeted \$266k	-	1,506,000.00	Parks & Reserves
01235.0110	Bundarra Caravan Park revenue adjustment	-	6,800.00	Parks & Reserves
01240.0135	Stronger Country Communities Fund (SCCF) round 5 - Sporting facilities	-	428,354.00	Sport Ground
01330.0115	Grant is not expected to receive		167,148.00	Local Urban Streets
01330.0135	Transport NSW RLRRP received in 2022/23 not budgeted	-	487,500.00	Local Urban Streets
01340.0115	The funding received for the Block Grant is above the amount budgeted	-	134,867.00	Regional Rural Sealed Roads
01340.0135	Funds received under Transport NSW RLRRP program, not originally budgeted	-	780,000.00	Regional Rural Sealed Roads
01350.0115	Additional grants received (Transport NSW FLR PRR, Transport NSW RLRRP, and	-	1,570,991	Sealed Rural Roads
01360.0115	FAGS budgeted into this account for 2022/23 already received in advance in 2021/22, and R2R recovery not claimed in 2022/23		785,723	Unsealed Rural Roads

**URALLA SHIRE COUNCIL
BUDGET REVIEW SUMMARY
Key Variances to Expense Budget Identified in March 2023 for Review**

Master Acct	Particulars	Total Expense Increase/(Decrease)	567,108	Function
			Amount	
43000.0310	Training costs increased due to ongoing training of staff with new legislative requirements		32,000	McMaugh
43000.0345	Inflationary effect on food costs and introduction of choice menu (requirement under the standards) has increased the food costs		65,000	McMaugh
43000.0350	Shortage of nursing staff resulted in the facility engaging nurses through agencies, which is almost double the rate for regular staff		60,000	McMaugh
43000.0410	Adjustment of insurance costs to reflect overall market trend		6,969	McMaugh
43000.0415	Increase of electricity cost in the recent years caused high spending on electricity usage		10,000	McMaugh
Depreciation	The increase is mainly contributed by the reduction of Tip's useful life by \$239k each year, RFS assets \$258k in 2022/23 (this is two years' depreciation, 2021/22 and 2022/23, the RFS assets were created LY after running the depreciation for 2021/22 with back date 01/07/2021), and the remaining \$293k was contributed by asset indexation.		792,620	All USC
03600.0695	Private work expense will reduce due to not being able to achieve the target of revenue	-	60,000	Private works
03430.0621	Council approved the amount for the Waste Management Strategy (Council resolution 38.12/22)		100,000	Other Waste
03430.0623	Reallocation of budget from Opex to Capex		-53000	Other Waste
23000.0350	Allocation for consultant for IWCM not used but carried forward to 23/24	-	153,000	Water
23000.0596	Contractor fee to maintain river flow gauge on Kentucky Creek not originally budgeted		8000	Water
33100.0350	Allocation for consultant for IWCM will not be used in 2022/23 but carried forward to 23/24		-50000	Sewer
33100.0415	Higher electricity costs in Sewer due to high inflow of rainwater		20000	Sewer
03868.0349	Although the demand is high, due to shortage of resourcing (staff and vehicles) the Council cannot provide the required services, as such, the budget is reduced		-60000	TCT
03280.0545	Reduced bridge maintenance due to increase in grant funding	-	6,000	Bridges
03285.0545	Reduced need for maintenance due to the majority of bridges are now concrete bridges.	-	7,000	Bridges
03300.0560	Reduced maintenance budget to partly fund footbridge at Bundarra	-	10,000	Footpath
03310.0546	Extra costs due to CBD clean-up for the ABC Filming		16000	K & G
03330.0540	Majority of roads maintenance focused on flood damage that occurred on Rural Roads		-32000	Urban St
03340.0540	Block Grant amount allocated to Capital works Projects		-180480	Regional Rural Sealed
03740.0415	Electricity cost adjustment		10000	Public Halls
03450.0415	Electricity cost adjustment		8000	Public amenities
03235.0510	Maintenance cost for new park & facilities in Bundarra, not originally budgeted		28000	Park and facilities
04150.0360	Contract rate for park manager under budgeted		6000	Caravan Park - Uralla
04150.0415	Electricity cost adjustment		7000	Caravan Park - Uralla
04150.0500	Required maintenance to aging infrastructure not budgeted		9000	Caravan Park - Uralla

**URALLA SHIRE COUNCIL
BUDGET REVIEW SUMMARY
Key Variances to Capital (CAPEX) Budget Identified in March 2023 for Review**

		Total Capex Increase/(Decrease)	2,407,634	
Master Acct	Particulars	Amount	Function	
47000.0700	SCCF funding not anticipated when the budget was prepared	208,062	McMaugh	
47000.0702	Furniture and fittings budget not expected to be utilised this year	-	McMaugh	
07430.0820	Move from waste site maintenance to waste capital works	53000	Other Waste	
27000.0700	Telemetry budget of 2022/23 carry forward to 23/24	-160000	Water	
27500.0791	Urgent purchase of new dosing pump and mixer due to failure of old pumps	10,000	Water	
37500.0801	Residual works and variations for Bundarra Sewer Scheme not originally budgeted	45,000	Waste	
07300.0760	Foot bridge in Bundarra not included in the original budget (\$10k moved from footpath maintenance)	24,000	Footpath	
07310.0746	Roman Street K&G funded by the Council	70,000	K&G	
07340.0741	Budget allocated to the GL 7340.0700 for Rehab Project. The Block Grant Maintenance allocation used to fund Capital projects. Additional	-	Regional Rural Sealed Roads	
07340.0700	Block Grant funding also added to capital. Budget from Reseals (07340.0741) reallocated to Rehabilitation project	420,347	Regional Rural Sealed Roads	
07360.0741	Budget moved to GL7360.700	-	Unsealed Rural Roads	
07360.0700	\$634k Moved from GL 7360.0741, \$1 mil Flood Damage already received, and remaining to be claimed	2,511,994	Unsealed Rural Roads	

URALLA SHIRE COUNCIL
INCOME STATEMENT & CAPEX SUMMARY
QUARTERLY BUDGET REVIEW MARCH 2023

	Actuals to May	Budget for the Year	Variations to Budget	Projected YE Results
Income from continuing operations				
Rates and annual charges	7,536	7,573	0	7,573
User charges and fees	4,442	4,922	748	5,670
Other revenues	373	521	-100	421
Grants and contributions provided for operating purposes*	7,678	8,378	804	9,182
Interest and investment income	437	562	100	662
Total income from operational activities	20,466	21,955	1,552	23,507
Expenses from continuing operations				
Employee benefits and on-costs	8,246	11,231	0	11,231
Materials and services	4,021	5,883	-226	5,657
Borrowing costs	36	61	0	61
Councillor and Mayoral fees and associated expenses	95	142	0	142
Audit fees	11	115	0	115
Other expenses	223	678	0	678
Net loss/(gain) from the disposal of assets	-4	0	0	0
Total expenses from continuing operations	12,628	18,110	-226	17,884
Operating result prior to consideration of capital grants and de	7,838	3,846	1,778	5,623
Less: Depreciation, amortisation and impairment	4,556	5,299	793	6,091
Operating result after depreciation	3,282	-1,453	985	-468
Add: Grants and contributions provided for capital purposes	4,177	2,957	3,410	6,367
Overall result with capital grants	7,459	1,504	4,395	5,899
Capital Expenditures				
Employee benefits and on-costs	890	1,469	-	1,469
Materials and services	4,452	6,399	2,408	8,806
Total Capex	5,342	7,867	2,408	10,275

URALLA SHIRE COUNCIL
LIST OF RESTRICTIONS & FREE CASH (ESTIMATED)
As at 31 May 2023 (Financial Year 2022-23)

	Balance as at 30-Jun-22	Added to Restrictions	Release from Restrictions	Balance as at 31-May-23
External Restrictions				
Unexpended Loans - Industrial Land	491,019	-	-	491,019
McMaugh Fund - Bonds	2,720,000	2,260,000	1,430,000	3,550,000
Developer Contributions - General (annual)	909,584	58,620	-	968,204
TCT funding delivery shortfall (monthly)	433,608	427,780	212,646	648,742
TCT Payable (annual)	625,903	-	-	625,903
TCS CHSP funding delivery shortfall (annual)	2,224,349	471,167	-	2,695,516
Fixing Local Roads Round (FLR) 3	587,806	-	56,474	531,332
Local Roads and Community Infrastructure (LRCI) Round 2	53,370	-	53,370	-
Local Roads and Community Infrastructure (LRCI) Round 3	524,674	-	117,702	406,972
Stronger Country Communities (SCCF) 3 & 4	139,759	34,500	174,342	(83)
Bushfire Local Economic Recovery - Courthouse Refurbishment	331,732	-	237,522	94,210
PSLP - Glen precinct in 2022 budget (Matt)	589,783	-	440,795	148,988
PSLP - Pioneer Park - in 2022 budget (Matt)	580,614	-	14,950	565,664
Crown Reserve Infrastructure Fund (CRIF) - Woolridge Reserve	69,971	-	69,921	49
Black Summer Bushfire Recovery - Generators	47,048	94,200	-	141,248
Roads to Recovery 2022	233,561	-	356,362	(122,801)
Regional NSW Planning Portal (for upgrading Authority as per Matt)	80,000	-	-	80,000
Water Fund	2,317,486	227,442	-	2,544,928
Sewer Fund	698,224	883,201	-	1,581,424
Stormwater Drainage	314,288	-	60,000	254,288
Road safety program - School Zone infrastructure	-	-	-	-
Regional and Local Roads Repair Program	-	1,679,408	-	1,679,408
Fixing Local Roads Pothole Repair Round	-	316,306	316,306	-
Uralla Parks & Reserves - Public Spaces Legacy Program - in 2022 bu	-	700,000	-	700,000
USC AGRN1034 - NSW Severe Weather and Flooding (Advance)	-	1,000,000	1,000,000	-
Total external restriction	13,972,779	8,152,624	4,540,392	17,585,012
Internal Restrictions				
Plant Fund	712,573	-	203,512	509,061
Employee leave entitlement	762,982	-	-	762,982
Tip remediation costs	949,216	-	-	949,216
Waste Management Consultancy	8,366	-	-	8,366
K&G - Roman Street	62,560	-	53,147	9,413
GIS Project shared between Rates, Water & Sewer	10,712	-	-	10,712
InfoCouncil implementation	26,000	-	22,900	3,100
FAGS received in advance	2,288,142	-	1,716,107	572,036
Strategic development	84,485	-	12,000	72,485
WMS Implementation	193,000	-	134,329	58,671
Budget Review	24,750	-	11,100	13,650
Total internal restriction	5,122,787	-	2,153,095	2,969,692
Free Cash/Unrestricted Cash				2,347,855
Balance of Cash & Investments				22,902,559

URALLA SHIRE COUNCIL
CONTRACTS, CONSULTANCY AND LEGAL EXPENSES
Quarter Ending 31 March 2023

PART A - CONTRACTORS LISTING

Contract Detail and Purpose	Expenditure						Budgeted Y/N
	YTM March	Contract	Contract	Contract	Contract		
	\$000	Date	Value	Start Date	Duration		
Pioneer Park Construction	61,230	18/01/2023	\$ 364,517				Y
Revision of Contract with IGOR - Statutory Accounting (company name change)	20,301	16/01/2023	\$ 80,000	1/01/2023	12 months		Y

Notes:

1. Contracts that were entered into during this quarter and remain incomplete are included
2. Minimum reporting threshold is \$50,000
3. Contractors on Council's Preferred Supplier list are not included
4. Contracts for employment are not required to be included

PART B - CONSULTANCY & LEGAL EXPENSES

Consultancy and Legal Expenses	Expenditure	
	YTM March	Budgeted
	\$000	Y/N
Legal fees	-	
Consultancies	4,378	Y

Definition of a consultant:

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.

14.5 Monthly Finance Report for May 2023

Department:	Corporate & Community
Prepared By:	Manager Finance & IT
Authorised By:	Executive Director Corporate & Community
Reference:	UINT/23/7885

Attachments:	1. Monthly Financial Statements May 2023 ↓
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LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	4. We are an independent shire and well-governed community
Strategy:	4.1. Informed and collaborative leadership in our community
	4.2. A strategic, accountable and representative Council

SUMMARY

The purpose of this report is to outline the activities and changes in the month of May 2023.

RECOMMENDATION

That Council receive the Monthly Finance Report for May 2023.

URALLA SHIRE COUNCIL
INCOME STATEMENT & CAPEX SUMMARY
11 months ending 31 May 2023

	Actuals to May	Budget for the Year
Income from continuing operations		
Rates and annual charges	7,535	7,573
User charges and fees	5,228	4,922
Other revenues	452	521
Grants and contributions provided for operating purposes*	8,522	8,378
Interest and investment income	591	562
Total income from operational activities	22,329	21,955
Expenses from continuing operations		
Employee benefits and on-costs	8,249	9,351
Materials and services	4,416	5,208
Borrowing costs	58	61
Councillor and Mayoral fees and associated expenses	115	142
Audit fees	38	115
Other expenses	410	678
Net loss/(gain) from the disposal of assets	-4	0
Total expenses from continuing operations	13,281	15,555
Operating result prior to consideration of capital grants and depreciation	9,047	6,400
Less: Depreciation, amortisation and impairment	5,541	5,299
Operating result after depreciation	3,506	1,101
Add: Grants and contributions provided for capital purposes	4,334	2,957
Overall result with capital grants	7,840	4,059
Capital Expenditures		
Employee benefits and on-costs	1,020	1,469
Materials and services	5,404	6,349
Total Capex	6,424	7,817

URALLA SHIRE COUNCIL
INCOME STATEMENT AND CAPEX BY FUND
11 months ending 31 May 2023

Amt in \$000

	General Fund		McMaugh Gardens		Water Fund		Sewer Fund		All Funds
	Actuals to May	Budget for FY	Actuals to May	Budget for FY	Actuals to May	Budget for FY	Actuals to May	Budget for FY	Total - Actuals
Income from continuing operations									
Rates and annual charges	6,025	6,039	0	0	610	601	900	933	7,535
User charges and fees	3,991	3,285	935	1,037	255	583	48	16	5,228
Other revenues	441	511	11	10	0	0	0	0	452
Grants and contributions provided for operating purposes	5,965	5,743	2,557	2,513	0	122	0	0	8,522
Interest and investment income	576	454	0	42	10	52	5	15	591
Total income from operational activities	16,999	16,032	3,503	3,601	875	1,358	953	964	22,329
Expenses from continuing operations									
Employee benefits and on-costs	7,258	8,134	542	516	273	405	175	296	8,249
Materials and services	3,474	3,883	190	144	484	795	268	386	4,416
Borrowing costs	53	56	5	4	0	0	0	0	58
Councillor and Mayoral fees and associated expenses	115	142	0	0	0	0	0	0	115
Audit fees	38	115	0	0	0	0	0	0	38
Other expenses	410	678	0	0	0	0	0	0	410
Net loss/(gain) from the disposal of assets	-4	0	0	0	0	0	0	0	4
Total expenses from continuing operations	11,343	13,008	737	665	757	1,200	443	682	13,281
Operating result prior to consideration of capital grants and depreciation	5,655	3,024	2,765	2,937	117	157	510	282	9,047
Less: Depreciation, amortisation and impairment (1)	4,516	4,246	213	216	439	451	373	387	5,541
Operating result after depreciation	1,139	-1,221	2,552	2,721	-321	-293	137	-105	3,506
Add: Grants and contributions provided for capital purposes	4,103	2,800	208	0	55	157	-32	0	4,334
Overall result with capital grants	5,241	1,579	2,760	2,721	-266	-136	105	-105	7,840
Capital Expenditures									
	Actuals to May	Budget for FY	Actuals to May	Budget for FY	Actuals to May	Budget for FY	Actuals to May	Budget for FY	Total - Actuals
Employee benefits and on-costs	1,006	1,465	0	0	5	3	9	0	1,020
Materials and services	5,234	5,882	0	0	133	467	37	0	5,404
Total Capex	6,240	7,347	-	-	138	470	46	-	6,424

14.6 Investments at 31 May 2023

Department:	Corporate & Community
Prepared By:	Senior Finance Officer
Authorised By:	Manager Finance & IT

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 Regulation 2021 and Council's Investment Policy 2019.

RECOMMENDATION

That Council note:

- 1. The cash position as at 31 May 2023 consisting of cash and overnight funds of \$2,152,559 and term deposits of \$20,750,000 totalling \$22,902,559 of readily convertible funds; and**
- 2. The majority of Council's cash is externally restricted and not available for day to day operational expenditure. Unrestricted cash as at 31 May, 2023 estimated to be \$2million with the final value to be confirmed upon audit of financial statements for the year.**

REPORT

Current term deposits of \$20,750,000 spread over the next twelve months will receive a range of interest from 2.0% to 4.95% with an average rate of 4.34%. Councils General Fund bank balances (listed in the attachments) have been reconciled to the bank statement as at 31 May 2023.

Key Issues

The current official cash rate as determined by the Reserve Bank of Australia (RBA) is 3.85%. The next RBA Board meeting and Official Cash Rate announcement will be on 7th June 2023. The timing of potential interest rate increases will be guided by the incoming data and the Board's assessment of the outlook for inflation and the labour market. The change in interest rates has resulted in higher investment returns both now and over the coming year.

Restricted and Unrestricted Cash, Cash Equivalents and Investments

Of the amount of cash disclosed in this report, not all of the cash is available for unrestricted use by Council. Some of it has been set aside to meet external restrictions, being those funds that have been provided for specific purposes such as developer contributions, government grants, loans, water supplies, sewer services and Aged Care Bonds. Some of the cash has also been set aside specifically to cover future commitments that Council has made relating to asset renewals, remediation works or leave provisions. As per Department of Health's prudential guidelines, the council is advised to disclose the amount of McMaugh Garden's bond liability in the investment report.

Opening Balance	Bond Addition	Bond Release	Closing Balance
\$ 2,720,000.00	\$ 2,260,000.00	\$ 1,430,000.00	\$ 3,550,000.00

Uralla Shire Council					
Investments at 31 May, 2023					
Cash at Bank – Operating Accounts:					
	Institution	Account	Bank Statement		
	National Australia Bank	Main Account	\$480,823.07		
	National Australia Bank	Trust Account	\$31,296.33		
	Regional Australia Bank	USC	\$26,565.29		
	Term deposit interest accounts	USC	\$4,464.53		
	Total		\$543,149.22		
Business Investment (Cash Management) Account					
	Institution	Interest rate	Balance		
	Professional Funds	0.15% above RBA cash rate	\$1,609,409.37		
	Total		\$2,152,558.59		
Term Deposits:					
	Institution	Term	Interest rate	Maturity ▼	Balance
	Westpac Banking Corporation	12 months	4.76%	16/05/2024	1,000,000
	National Australia Bank	12 months	4.90%	22/05/2024	1,000,000
	Bank of Queensland	12 months	4.95%	31/05/2024	500,000
	Suncorp	12 months	2.00%	2/06/2023	500,000
	Commonwealth Bank	12 months	4.15%	16/06/2023	1,000,000
	Commonwealth Bank	12 months	4.30%	20/06/2023	1,000,000
	National Australia Bank	10 months	4.12%	17/07/2023	500,000
	Commonwealth Bank	12 months	4.22%	20/07/2023	500,000
	National Australia Bank	4 months	4.40%	27/07/2023	300,000
	Westpac Banking Corporation	12 months	3.92%	16/08/2023	1,000,000
	Westpac Banking Corporation	5 months	4.36%	30/08/2023	800,000
	Commonwealth Bank	12 months	4.10%	7/09/2023	1,000,000
	National Australia Bank	8 months	4.40%	29/09/2023	500,000
	Suncorp	6 months	4.48%	3/10/2023	700,000
	National Australia Bank	8 months	4.69%	11/10/2023	800,000
	Bank of Queensland	12 Months	4.60%	30/10/2023	700,000
	National Australia Bank	8 months	4.65%	8/11/2023	700,000
	Westpac Banking Corporation	11 months	4.26%	14/11/2023	1,500,000
	Commonwealth Bank	12 months	4.47%	14/12/2023	500,000
	Bank of Queensland	12 months	4.45%	19/12/2023	800,000
	Commonwealth Bank	12 months	4.58%	29/12/2023	1,350,000
	National Australia Bank	10 months	4.53%	25/01/2024	600,000
	National Australia Bank	11 months	3.36%	12/02/2024	1,000,000
	Suncorp	10 months	4.48%	21/02/2024	500,000
	National Australia Bank	11 months	4.55%	7/03/2024	500,000
	Suncorp	12 months	4.56%	28/03/2024	1,000,000
	Bank of Queensland	12 months	4.75%	17/04/2024	500,000
	Total				\$20,750,000.00

CONCLUSION

In accordance with Regulation 212 of the Local Government (General) Regulation 2021, the above report is prepared about monies not currently required for use by Council and invested in forms of investment approved by Order of the Minister.

14.7 Loans as at 31 May 2023

Department:	Corporate & Community
Prepared By:	Senior Finance Officer
Authorised By:	Manager Finance & IT

SUMMARY

The purpose of this report is to provide Council with a reconciliation of borrowings as at the end of the reporting month.

RECOMMENDATION

That Council note the loan position as at 31 May, 2023 totalling \$1,519,072.22

REPORT

This report is provided to inform Council of the reconciliation of borrowings on a monthly basis.

Uralla Shire Council		
Loans at 31 May, 2023		
Loans:		
Loan no.	Purpose	Balance
165	MGH Property	\$25,521.12
168	Community Centre	\$1,663.98
176	Library Extensions	\$21,038.18
177	Grace Munro Centre	\$16,872.02
187	Undergrounding Power and Main Street Upgrade	\$55,677.46
188	Paving and Power Undergrounding	\$16,130.20
189	Bridge Construction	\$148,659.00
190	Bridge construction & industrial land development	\$1,233,510.26
Total		\$ 1,519,072.22

CONCLUSION

I, Mustaq Ahammed, Manager Finance & IT hereby certify that the above borrowings have been made in accordance with the requirements of the *Local Government Act 1993 (the Act) (Chapter 15, Part 12 – sections 621 to 624) and the Local Government (General) Regulation 2021 (the Regulation) (Section 230)*.

14.8 Statement of Business Ethics

Department:	Corporate & Community
Prepared By:	Manager Governance
Authorised By:	Executive Director Corporate & Community
Reference:	UINT/23/7828

Attachments: 1. Draft - Statement of Business Ethics 2023 [↓](#)

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	4. We are an independent shire and well-governed community
Strategy:	4.2. A strategic, accountable and representative Council

SUMMARY

The Uralla Shire Council Statement of Business Ethics was last reviewed in 2012

A review of the statement against the current Code of Conduct, policy and legislation has been undertaken to update the Statement.

This report presents the revised statement for council consideration

RECOMMENDATION

That Council adopt the Statement of Business Ethics 2023

REPORT

The purpose of a Statement of Business Ethics is to ensure that anyone who conducts business with Council maintains the highest ethical business standards.

All Council officials are required to comply with our Code of Conduct, procedures and relevant legislation governing ethical behaviour. The same standard is expected of contractors that deal with Council to reduce the risk of inappropriate business activities and actual, potential or perceived conflicts of interest occurring.

The Statement of Business Ethics in conjunction with the Code of Conduct provides a framework to protect the integrity and reputation of Council and ensure that decision making is made in a fair and ethical manner.

The Statement of Business Ethics is one of the tools we use to communicate the standard of behaviour expected and required of all contractors and suppliers. As a communication tool it will be applied in three ways:

1. To be circulated to all staff who undertake procurement of goods and services. All staff undertaking procurement activities will be familiar with the Statement of Business Ethics and how it supports our Code of Conduct. Staff are expected to consider the Statement of Business Ethics when undertaking procurement assessments.
2. To form a pre-condition of engagement for the procurement of all services or contractor agreements. Requests for quote or tender will include the Statement of Business Ethics. Complying submissions must include a formal acknowledgement of, and undertaking to adhere to, the standards contained in the Statement.

3. To be used as a baseline standard for contractor management.

CONCLUSION

The revised and update Statement of Business Ethics aligns to Councils Code of Conduct and procurement policy. It has been prepared as a succinct, easy to read guide on the standards of ethical behaviour that all contractors must adhere to when undertaking dealings with council.



Statement of Business Ethics

2023

INFORMATION ABOUT THIS DOCUMENT

Date Adopted by Council		Resolution No.	
Document Owner	<i>Executive Director Corporate and Community</i>		
Document Development Officer	<i>Manager Governance</i>		
Review Timeframe	<i>4 years</i>		
Last Review Date:		Next Scheduled Review Date	2026

Document History

Doc No.	Date Amended	Details/Comments e.g. Resolution No.
0.1	16/06/2023	Proposed draft to be presented to Council 27/06/2023

Related Legislation*	<i>Government Information (Public Access) Act 2009 (NSW) (the GIPA Act) Commission Against Corruption (ICAC) Act 1988 Privacy and Personal Information Protection Act 1998 (NSW) (PPIP Act). Local Government Act 1993 and Regulations Public Interest Disclosures Act 1994</i>
Related Policies	<i>Internal Reporting Policy 2022 Code of Conduct 2020 Procedures for the Administration of the Code of Conduct 2020</i>
Related Procedures/ Protocols, Statements, documents	

Statement of Business Ethics

Through our core values and principles we have committed to ensure that in our business dealings, we, and the businesses we deal with, act in a transparent, ethical and accountable manner so as to enhance and protect our reputation, as well as safeguarding our culture of integrity and ethical conduct.

We recognise that our reputation is built on trust and this influences how our community and business partners feel about our organisation and the services it provides. This reputation can be tarnished forever by the unethical actions of a few people or even just one person.

This means, among other things, acting honestly, observing a high standard of probity, ethical behaviour and integrity, treating each other and our customers, partners, suppliers and our community fairly and with respect, and being transparent and open in our business processes.

We need to ensure that we all understand the standards expected of us as council officials (Code of Conduct). We also need to ensure that we communicate to our suppliers, contractors and business partners the standards we expect of them if we are to do business with them.

The Statement of Business Ethics is one of the tools we use to communicate this standard of behaviour.

Kate Jessep
General Manager

Our Key Business Principles

This Statement outlines Council's expectations on how goods and service providers and contractors are to deal with Council and vice versa. We aim to achieve:

- **Value for Money and Sustainability** – This can include such factors as initial cost, whole of life cost, quality, the extent to which the goods or services meet the specified requirements and also social and environmental responsibilities. Note that this may not be the lowest price
- **Transparency** - this means visible and verifiable confirmation of the integrity of the purchasing process and compliance with relevant legislation and adopted Council procedures
- **Impartiality** – this means that our purchasing process will be undertaken in a fair, objective, consistent and business-like manner. It does not mean pleasing everyone.
- **Local Content** - Council will support local suppliers where this does not conflict with probity principles and allows for achieving a best value for money outcome.
- **Risk Management** - Suppliers and contractors are expected to be aware of risk management and legislative requirements and must take appropriate action to manage any risks that may impact on the delivery of service to our community
- **Competitiveness** - Council will use competitive processes to the greatest extent possible

What you can expect from us

All members of staff, Councillors and delegates are bound by Council's Code of Conduct. They are accountable for their actions and are expected to:

- use Council resources efficiently and effectively
- encourage fair and transparent competition while seeking value for money
- ensure that all procurement activities and decisions are fully and clearly documented so as to provide an effective audit trail
- protect confidential and proprietary information
- deal fairly, ethically and honestly with all individuals and organisations so as to avoid any actual or perceived conflict of interest
- disclose any situation that involves or could be perceived to involve a conflict of interest
- not seek or accept financial or other benefits or personal gain for performing official duties
- treat all potential suppliers equally, impartiality, fairness and respect
- act honestly and ethically when dealing with the community, business partners (including potential partners) and others
- present the highest standards of professionalism, ethical behaviour and probity in all dealings with suppliers and the community
- Provide all suppliers and tenderers with the same information and equal opportunity.

What we require of you:

We require anyone doing business with Council (including all applicants, suppliers of goods and services, political lobbyists, consultants, contractors, and their sub-contractors, owners and applicants) to:

- deliver value for money
- comply with Council's procurement policy and guidelines and all legislative requirements
- act ethically, fairly and honestly in all dealing with the Council
- declare any actual or perceived conflicts of interests as soon as you become aware of the conflict
- take all reasonable measures to prevent disclosure of confidential Council information or proprietary information
- refrain from offering our employees any inducements or incentives
- respect Council's intellectual property rights and formally negotiate any access, licence or other use of those rights
- refrain from discussing Council business or information in the media without Council's consent
- assist Council in providing a safe and healthy working environment.
- comply with this Statement. Note: If you employ sub-contractors in your work with Council you must make them aware of this Statement

Why you must comply

Our Statement of Business Ethics is about being able to conduct business in a fair and ethical manner that advances the interests and objectives of Council as well as your business.

There may be consequences for not complying with this Statement. Demonstrated corrupt or unethical conduct could lead to:

- Termination of contracts and tendering opportunities
- Loss of future works
- Loss of reputation
- Matters being referred to investigating authorities
- Dismissal for Council employees, and
- Potential criminal charges

Practical Guidelines

Gifts and Benefits

Gifts, benefits and incentives must not be offered to our employees and we expect them to decline any offers. Our employees are not permitted to ask for any incentive or reward for doing their job.

We award business on the basis of merit taking into account what is 'best value for money'.

Conflicts of interest

Council staff and Councillors are required to disclose any potential, actual or perceived

conflicts of interest. We extend this requirement to all our business partners and suppliers. Our business partners are required to disclose in writing any perceived or actual conflicts of interest. Conflicts of interest should be disclosed in writing to the General Manager.

Confidentiality & intellectual property

Information which is marked confidential, or which a reasonable person would expect to be confidential, should be treated as such. In our business relationships all parties will respect each other's intellectual property rights and will formally negotiate any access, licence or use of intellectual property

Other employment or business

Our employees shall not engage in outside employment or business that relates to the business of Council, or could conflict, with their duties with the Council. They can only engage in such a second job or business if they have the written approval of the General Manager.

Communication between parties

To avoid any perception of inappropriate behaviour or influence, all communications should be clear, direct and accountable. Communications should, where possible be in writing.

Who to contact

If you have any enquires about this statement or wish to report or have concerns about corrupt conduct, maladministration or serious waste of public funds, please contact the General Manager or the Manager Governance & Service Centre on 6778 6300

The Public Interest Disclosures Act protects public officials disclosing corruption related matters from reprisal of detrimental action and ensures disclosures are dealt with properly.

External reporting can also be made to:

Independent Commission against Corruption (ICAC)
T: 1800 463 909
E: icac@icac.nsw.gov.au

NSW Office of Local Government
T: 02 4428 4100
E: olg@olg.nsw.gov.au

NSW Ombudsman
T: 1800 451 524
E: nswombobo@ombo.nsw.gov.a

14.9 Register Resolutions Actions Status as at 20 June 2023

Department: General Manager's Office**Prepared By:** Executive Assistant**Authorised By:** General Manager**Reference:** UINT/23/6923

Attachments: 1. Register Resolutions Action Status- Pre-Infocouncil-June 2023 [↓](#)2. Register Resolutions Actions Status - Post October 2022 - June 2023 [↓](#)

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**Goal:** 4. We are an independent shire and well-governed community**Strategy:** 4.1. Informed and collaborative leadership in our community

SUMMARY

The purpose of this report is to provide Council with the Resolution Action Status updates.

RECOMMENDATION

That Council note the Resolution Action Status Report as at 20 June 2023.

REPORT

Following every council meeting, the resolutions of Council which require action are compiled into a single document. This document is referred to as the Resolution Action Status.

The purpose of the Resolution Action Status is to enable Council to monitor progress of resolutions until they are actioned.

As of October 2022 onwards the new Infocouncil resolution report generated will display action progress comments. Once resolutions have been completed they will be removed automatically from the report.

The older Resolution Action Status shows actions pre-October 2022 which are currently pending or in progress.

Both registers will be presented until the older resolutions can be closed out or integrated with Infocouncil.

CONCLUSION

The Resolution Action Status is presented to Council at each Ordinary Meeting.

LEGEND: A=Action pending; B= Being actioned; C= Completed							
DATE OF MEETING	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
23-Nov-15	24.11/15	Bergen Road Land Acquisition and Exchange for Road Works	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.	MDP	Jan-23	Notice of road closure gazetted. Plan of subdivision - in progress. MDP meeting with solicitor for update 21/6/2023.	B
25-Jul-16	18.07/16	2.18.06.10 Gazetting of Land Acquired for approaches to new Emu Crossing Bridge	That Council: 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. 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.	EDID	Jun-22	1. Noted.	COMPLETED & REPORTED TO COUNCIL
				EDID	Sep-22	Being progressed by Council's solicitor.	B
DATE OF MEETING	RESOLUTION No#	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
22-Mar-22	24.03/22	15.12 PROPOSED CHANGES TO REVENUE POLICY FOR SEWER AND TRADE WASTE CHARGES	That Council: 1) Change the wording of the Revenue Policy in relation to non-residential sewer and trade waste charges as follows: a) Sewer Charges – Non-Residential: In accordance with Sections 501 and 502 of the Local Government Act 1993, it is proposed to levy a charge on all non-residential consumers connected to, or capable of being connected to, the Uralla or Bundarra sewer systems for sewerage services, that is the greater of: i) A charge calculated according to Department of Planning, Industry and Environment, Liquid Trade Waste Management Guidelines – 2021 ii) A charge that is equal to the Sewerage Charges – Residential b) Trade Waste Charges: i) In accordance with Sections 501 and 502 of the Local Government Act 1993, it is proposed to levy a charge on all premises classified as dischargers of Liquid Trade Waste as per the Liquid Trade Waste Management Guidelines issued by the NSW Department of Planning Industry and Environment) that are connected to, or capable of being connected to, the Uralla or Bundarra sewer systems, according to Department of Planning, Industry and Environment, Liquid Trade Waste Management Guidelines – 2021 2) Place the revised wording of the Revenue Policy in relation to non-residential sewer and trade waste charges on public exhibition for a minimum of 28 days and, subject to no major objections being received, adopt the revised wording to the Revenue Policy; and 3) Advise potentially effected businesses and individuals of council's intent and the need under the NSW Governments Guidelines to apply for permission to discharge trade waste to the Council sewerage system. 4) Advise businesses or individuals of the standard discharge factor, from the Department of Water that council intends to apply to their business and provide them with an opportunity to apply options to ameliorate trade waste, and justify an alternate discharge factor 5) Following consideration of the applications and requests to modify, council apply these changes retrospectively to the Water and Sewerage Charges Notices issued in December 2021 and reissue those notices. 6) Develop a Trade Waste Policy based on the Model Policy for Discharge of Trade Waste to the Sewerage System.	EDCC			COMPLETED & REPORTED TO COUNCIL
				EDCC			COMPLETED & REPORTED TO COUNCIL
				MFIT		Public exhibition closed 15 July 2022. No submissions received.	COMPLETED & REPORTED TO COUNCIL
				MFIT		Work ongoing on identification of relevant discharge factors is still ongoing, delayed due to resourcing constraints. Officers are currently finalising the work to ensure that the notification requirements can be complied with prior to the charges being imposed including checking the types of businesses and applicable discharge factors. It is anticipated letters will be issued to businesses in the next 2 months after which the program can be implemented	B
				MFIT			B
				MDP		Draft policy prepared by staff. Staff have reviewed Rates and Water charge items to build final report. 16/6/2023	B

REGISTER RESOLUTION ACTIONS STATUS REPORT

Division:
Committee: Council
Officer:

Date From: Oct 2022
Date To: Jun 2023

MEETING DATE	ITEM NO.	SUBJECT	MOTION	COMMENTS
Council 22/11/2022	14.1	Heritage Advisor Service	<p>RESOLUTION 34.11/22</p> <p>Moved: Cr Tom O'Connor</p> <p>Seconded: Cr Tara Toomey</p> <p>That Council establish a selection panel consisting of Cr Toomey and two staff and proceed to call for expressions of interest (across Council's website, social media pages and in local print media) to engage a qualified Heritage Advisor.</p> <p>For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey</p> <p>Against: Nil</p> <p>CARRIED 9/0</p>	<p>01 Dec 2022 Preparation of terms has commenced - Initial panel meeting to be scheduled to review prior to advertising.</p> <p>17 Feb 2023 In progress</p> <p>22 Mar 2023 Grant funding application successful.</p> <p>11 Apr 2023 Grant funding will start July 2023</p> <p>19 Apr 2023 EOI drafted - consultation with Councillor Toomey (Council delegate) in progress.</p>
Council 22/11/2022	14.5	Town Water Security Options	<p>RESOLUTION 45.11/22</p> <p>Moved: Deputy Mayor Robert Crouch</p> <p>Seconded: Cr Tom O'Connor</p> <p>That Council:</p> <ol style="list-style-type: none"> Incorporate review of water supply options within the scope of the Integrated Water Cycle Management (IWCM) plan. Seek a single-invited quotation from NSW Public Works Advisory for development of the IWCM as soon as possible with the inclusion of clear deliverables and hold points. Liaise with the funding partner to bring the ground water drilling investigation to an end with or without the final two test bores no later than February 2023. <p>For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey</p> <p>Against: Cr Leanne Doran</p> <p>CARRIED 8/1</p>	<p>01 Dec 2022 1. Noted, 2. Public Works have been notified and are in the process of sending a quote with procedural process to be followed., 3. Liaison with funding partner to proceed, reliant on point 2 completion.</p> <p>10 Jan 2023 IN PROGRESS- A brief is under development to provide PWA to price the works and then seek funding from DPI-E</p> <p>22 Mar 2023 Public Works Advisory has provided a draft 'reverse' brief for the IWCM based on their understanding of the scope. Council staff are editing the scope to include issues not addressed by PWA and alert PWA to previous studies so that PWA can complete their estimate. Department Planning & Environment (the funding body) is also reviewing the scope. A status report on the groundwater project is included in the March 2023 meeting.</p> <p>19 Apr 2023 Council staff are editing the scope of 'reverse brief' from NSW Public Works to include issues not addressed by PWA and alert PWA to previous studies. Meeting scheduled in March with officers from funding body (Department Planning & Environment) had to be postponed will be rescheduled for May.</p> <p>25 May 2023 'Reverse brief' still under review due to workloads in operational matters and responding to budget queries.</p> <p>16 Jun 2023 Reverse brief still under review due to operational matters.</p>

REGISTER RESOLUTION ACTIONS STATUS REPORT	
Division: Committee: Officer:	Council Date From: Oct 2022 Date To: Jun 2023

Council 13/12/2022	14.3 Waste Management - Long Term	<p>RESOLUTION 38.12/22</p> <p>Moved: Cr Tom O'Connor Seconded: Cr Tim Bower</p> <ol style="list-style-type: none"> 1. That Council commit to the development of a long-term waste management strategy, estimated cost of \$100,000, covering all aspects of Council's waste management business including the potential implications emanating from the NSW government strategy on Waste and Sustainable materials. 2. That Council fund the development of the management strategy in 2022/23, from unbudgeted additional revenue of approximately \$100,000, received from the sale of scrap metals. 3. That Council enter into discussions with Walcha Council for a joint arrangement in the development of a waste management strategy for each Local Government Area. 4. That Council proceed to tender to purchase two waste collection trucks subject to the following: <ol style="list-style-type: none"> a. to be resourced by loan funding; and b. a report be presented to Council to approve the loan for the purchase of the two waste collection trucks once the purchase price is known; and 5. Council approve an extension to the existing contract for waste collection services until the new waste collection trucks are procured and that as a budget adjustment is required that separate report be presented to Council as soon as possible. 6. That Council apply for funding under the 'Landfill Consolidation and Environmental Improvements Program Round 1' for construction of the new Bundarra waste transfer station subject to clarification of co-funding requirements (if any). <p>For: Crs Robert Bell, Robert Crouch, Tim Bower, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey</p> <p>Against: Nil</p>	<p>16 Jan 2023</p> <p>Brief for a waste strategy is under development. Preliminary discussion held with Walcha Council and meeting scheduled start of February to discuss each Council's waste issues. Specification and procurement documents for waste collection trucks being developed.</p> <p>22 Mar 2023</p> <p>Preparation of a consultant's brief for a Waste Strategy is ongoing. Discussions were held with Walcha and Armidale Regional Council on 2/2/2023 to discuss regional waste issues. A draft Waste Strategy for Walcha Council is currently under review. The Request for Tender for 2 waste collection trucks was released on 22/3/2023 and closes on 14/4/2023.</p> <p>19 Apr 2023</p> <p>Consultant's brief for a waste strategy is ongoing. Evaluation of tenders for the purchase of the trucks is ongoing, a report to be submitted to Manager Environment and Waste in May 2023.</p> <p>20 June 2023</p> <p>Consultant brief is being prepared.</p>
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REGISTER RESOLUTION ACTIONS STATUS REPORT	
Division: Council Committee: Officer:	Date From: Oct 2022 Date To: Jun 2023

Absent:		Crs Sarah Burrows 8/0	CARRIED
Council 13/12/2022	15.2	Council owned industrial land, Uralla - Valuation Report as at 6 December 2022 RESOLUTION 52.12/22 Moved: Cr Tom O'Connor Seconded: Cr Lone Petrov That Council: 1. approve expenditure up to the amount in the report for the costs associated with marketing and commission, and 2. authorise the General Manager to engage a suitable commercial property agent to list the Council owned industrial land at Rowan Avenue, Uralla for sale by expressions of interest as a whole, un-serviced, that enable the Council to consider any such offers including the value of investment, number of new jobs and/or development time frame that prospective purchases commit to delivering; and 3. be provided with report(s) to consider the expressions of interest. For: Crs Robert Bell, Robert Crouch, Tim Bower, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey Against: Nil Absent: Crs Sarah Burrows	17 Feb 2023 Request for quote for a suitable commercial property agent in progress. 17 Mar 2023 Assessment of quotations in progress. 22 Mar 2023 Quotations received, due diligence in progress 13 Apr 2023 Assessment of quotations completed - negotiation of engagement of agent in progress. 12 May 2023 Formal engagement of agent on hold pending outcome of a possible direct EOI.
CARRIED 8/0			
Council 28/03/2023	14.3	Status of Groundwater Drilling - March 2023 RESOLUTION 11.03/23 Moved: Deputy Mayor Robert Crouch Seconded: Cr Tim Bower Note the Report and proceed with the drilling investigation of the final two (2) sites and receive the ground water Phase 2 investigation report at the Ordinary Meeting in May 2023. For: Crs Robert Bell, Robert Crouch, Tim Bower, Bruce McMullen, Lone Petrov Against: Crs Sarah Burrows, Leanne Doran and Tara Toomey	19 Apr 2023 Final two exploration holes drilling now done, hydrogeological consultant preparing report on exploration phase. 09 May 2023 The phase 2 exploration drilling report being prepared by Council's hydrogeological consultant is not yet complete and the consultant has advised it is some weeks away. Accordingly officers were unable to prepare a report for the May meeting as per Council's resolution. A report will be prepared for the June or July Council meeting subject to receipt of the consultant's report and engagement with DPE. 25 May 2023 Hydrogeological consultant advises Phase 2 Exploration report to be available end of May 2023. 16 Jun 2023

REGISTER RESOLUTION ACTIONS STATUS REPORT	
<p>Division: Council Committee: Council Officer:</p>	<p>Date From: Oct 2022 Date To: Jun 2023</p>

		Absent: Cr Tom O'Connor		Phase 2 Exploration report provided to Council mid June 2023, forwarded to Department Planning & Environment (regulator and funding body) for review.
				CARRIED 5/3
Council 28/03/2023	14.8	Master Plan for a Staged Expansion of McMaugh Gardens	<p>RESOLUTION 16.03/23</p> <p>Moved: Deputy Mayor Robert Crouch Seconded: Cr Tara Toomey</p> <p>Approve the allocation of \$12,000 for investment in the master plan for a staged expansion of McMaugh Gardens from the strategic development restricted asset and engage Coverite Projects to prepare the master plan in accordance with their proposal (confidential attachment 1).</p> <p>For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Lone Petrov, Tara Toomey</p> <p>Against: Nil</p> <p>Absent: Cr Tom O'Connor</p>	<p>17 Apr 2023</p> <p>Follow up with Coverite regarding Agreement</p> <p>16 May 2023</p> <p>McMaugh Gardens Site Meeting with Coverite design team held 12 May 2023 for tour of facility and grounds, and discussion on detailed brief.</p> <p>19 Jun 2023</p> <p>Master Plan Brief completed. Waiting for finalised Master Plan.</p>
				CARRIED 8/0
Council 23/05/2023	15.1	Bitumen Emulsion Supply Contract	<p>RESOLUTION 21.05/23</p> <p>Moved: Deputy Mayor Robert Crouch Seconded: Cr Tim Bower</p> <p>That Council, in consideration of the submissions through the Regional Procurement tender process, tender T42223URA, and the analysis in this report and attachments:</p> <p>Accepts the offer from Fulton Hogan Industries Pty Ltd and join regional Contract T42223URA for the supply of Bitumen Emulsion for a period of 19 months from 1 June 2023 to 31 December 2024, with an option to renew for a further period of 12 months. This contract will have an expected expenditure of \$336,750.00 per annum.</p> <p>For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor and Tara Toomey</p>	<p>29 May 2023</p> <p>Contracts issued awaiting signature 26/5/23</p>

REGISTER RESOLUTION ACTIONS STATUS REPORT	
Division: Committee: Council Officer:	Date From: Oct 2022 Date To: Jun 2023

<u>Against:</u> Nil			
<u>Absent:</u> Crs Lone Petrov			
CARRIED 8/0			
Council 23/05/2023	15.2	Award of Tender - Road Rehabilitation of Thunderbolts Way, 2.2km for Uralla Shire Council in 2023.(2.2km of the Tarana Hill segment)	RESOLUTION 22.05/23 05 Jun 2023 point 1. Contracts are being organised for signing. 05 Jun 2023 point 2. Negotiations in progress
		Moved: Cr Bruce McMullen Seconded: Deputy Mayor Robert Crouch	
		1. That Council award the tender to Stabilcorp for \$600,000 to rehabilitate and widen 1.8 km of Thunderbolts Way from the newly constructed segment Uralla side of Salisbury Waters Bridge over Tarana Hill towards Uralla 2. That Uralla Shire Council negotiate further road rehabilitation lengths at the tendered rates to continue the rehabilitation works from the completed section towards Dangars Lagoon, as part of the 23/24 TfNSW Repair program	
		For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor and Tara Toomey	
		Against: Nil Absent: Crs Lone Petrov	
		CARRIED 8/0	

REGISTER RESOLUTION ACTIONS STATUS REPORT	
<p>Division: Committee: Officer:</p>	<p>Date From: Date To:</p>
<p>Council 23/05/2023</p>	<p>Council</p> <p>Oct 2022 Jun 2023</p>

<p>Council 23/05/2023</p>	<p>15.3</p>	<p>Nominations for S355 Uralla Township and Environs Committee</p>	<p>RESOLUTION 23.05/23</p> <p>Moved: Deputy Mayor Robert Crouch Seconded: Cr Sarah Burrows</p> <p>That Council appoint the following persons to the Uralla Township and Environs Committee subject to their attendance at a Committee induction meeting (to be completed before attendance at their first committee meeting):</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Mr Mark McDiarmid <input checked="" type="checkbox"/> Mr Tony Lashlie <p>Invite Ms Beth Platford to complete the UTEC membership application form for future Council consideration.</p> <p>For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor and Tara Toomey</p> <p>Against: Nil</p> <p>Absent: Crs Lone Petrov</p>	<p>24 May 2023</p> <p>Application sent 25 May 2023</p>
CARRIED 8/0				

<p>Council 23/05/2023</p>	<p>15.4</p>	<p>Appointment of independent members to the Audit, Risk & Improvement Committee</p>	<p>RESOLUTION 24.05/23</p> <p>Moved: Cr Sarah Burrows Seconded: Cr Tara Toomey</p> <p>That Council elect not to appoint the staff recommendations and, subject to satisfactory due diligence checks and Walcha Council resolving to appoint the same candidates to their ARIC, Council appoint as independent members to the Audit Risk and Improvement Committee for an initial term of four years the following applicants:</p> <ol style="list-style-type: none"> 1. Mr Les Hullick 2. Dr Meredith Caelli 	<p>24 May 2023</p> <p>Advice sent to Walcha Council on resolution from Uralla Shire Council.</p> <p>25 May 2023</p> <p>Walcha Council agreed to candidates appointment to ARIC.</p> <p>14 June 2023</p> <p>Letters of appointment dispatched.</p>
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REGISTER RESOLUTION ACTIONS STATUS REPORT	
Division: Committee: Officer:	Council Date From: Oct 2022 Date To: Jun 2023

<p>For:</p> <p>Against:</p> <p>Absent:</p>	<p>Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor and Tara Toomey</p> <p>Nil</p> <p>Crs Lone Petrov</p> <p style="text-align: right;">CARRIED 8/0</p>
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Council 30/01/2023	9.1 End of Year Financial Statements 2022 Referral to Audit	<p>RESOLUTION 19.01/23</p> <p>Moved: Cr Tom O'Connor Seconded: Cr Bruce McMullen</p> <p>That Council endorse the Draft General Purpose Financial Statements and Draft Special Purpose Financial Statements for the financial year ending 30 June 2022 and refer them to the Auditor pursuant to section 413 of the <i>Local Government Act 1993 (NSW)</i>; with the cash expense cover ratio General indicator (on page 81 of 85) adjusted from 1.58 months to 11.52 months and corresponding adjustments; with the following items to be discussed with the Auditor:</p> <ol style="list-style-type: none"> 1. Council would prefer to allocate the ground water investigation grant to operating revenue (currently listed as a CAPEX project); and 2. Council would prefer to recognise Government contributions to McMaugh Gardens residents, currently recognised as subsidies, as operational revenue (not grants and subsidies). <p>For: Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey</p> <p>Against: Nil</p> <p style="text-align: right;">CARRIED 9/0</p>	<p>Noted</p> <p>20 June 2023</p> <p>Awaiting response from the Auditors.</p>
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15 CONFIDENTIAL MATTERS

RECOMMENDATION

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the *Local Government Act 1993*:

15.1 Investigation of option to acquire properties for executive staff

This matter is considered to be confidential under Section 10A(2) - c of the *Local Government Act 1993*, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

16 COMMUNICATION OF COUNCIL DECISION

17 CONCLUSION OF MEETING