



ORDINARY MEETING OF COUNCIL

**Held at 12 noon
On 17 December 2012**

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

Attendees:

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

MINUTES

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Assignment of Action Items

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

The Meeting Commenced at: 12:05pm according to the Chambers Clock.

ATTENDANCE

Present were the Chairperson Cr M Pearce (Mayor), Cr B Crouch (Deputy Mayor) and Councillors, L Cooper, K Dusing, M Dusing, D Field, F Geldof, I Strutt, K Ward, General Manager (Mr Tom O'Connor), Director of Engineering Services (Mr R Bell), Director of Administrative Services (Mrs J Michie), Manager of Planning (Ms L Cumming), Acting Minute Clerk (Mrs C Cooper).

PRAYER

ACKNOWLEDGEMENT TO COUNTRY

NOTICE OF LATE ARRIVAL

A notice of late arrival for Cr K Dusing was advised by Cr M Dusing as Cr K Dusing is involved in the delivery of lunch for Councillors.

NOTICE OF EARLY DEPARTURE

A notice of early departure was advised by the General Manager for departure following the presentation in Have Your Say Session.

CONFIRMATION OF MINUTES

Ordinary Meeting of 26 November 2012
495/12 **MOVED/ CARRIED (Crs M Dusing / D Field)**

That the Minutes of the Ordinary Meeting held on 26 November 2012 (copies have been circulated to Members) be adopted as a true and correct record of proceedings.

EA

MATTERS ARISING FROM THE MINUTES

Ordinary Meeting of 26 November 2012
Nil

DECLARATIONS OF CONFLICT OF INTEREST

No pecuniary or non-pecuniary Conflict of Interest Declarations were tabled in relation to the 17 December 2012 meeting.

RESPONSES TO QUESTIONS ON-NOTICE

Questions On-Notice Received and From Previous Meetings

The Chair referred Councillors to the responses provided to "Questions On-Notice" raised at the Ordinary meeting of Council held Monday, 26 November 2012:

Cr B Crouch

QUESTION:

Renaming of Black Fellows Gully

Why has the name been changed prior to the NSW Geographic Names Board gazettal expiry date of one month from 9 November 2012?

Cr Crouch tabled an email from Mr Phil Irvine questioning the erected signage. (Trim Reference UI/12/5576)

RESPONSE:

Following the Council advertising the suggested name change and then seeking support from the Geographical Names Board, Mr Bell received telephone advice that the new name had been approved. When the letter arrived it included that the renaming was approved subject to a one month period for objections. The signs were ordered and erected prior to the one month elapsing. Mr Irvine was advised of this error and requested that the old signs be re-erected. One "Blackfellows Gully" sign had been illegally removed. Council has the other one. Mr Bell advises that he has taken no further action on this matter pending further advice from the Geographical Names Board.

Cr L Cooper

QUESTION:

Chamber of Commerce

What efforts have been made by the Community Development Officer to establish a Chamber of Commerce in Uralla and what is the current status?

RESPONSE:

The Community Development Officer conducted a series of meetings with the Uralla business community during mid 2011 to assist them identify their needs and provide advice with regard to the establishment of a Chamber of Commerce. As a result of this consultation process, the CDO facilitated the establishment of the Uralla Development Association, which was incorporated in September 2011 with the following goals; to –

- develop, support and promote projects and initiatives that further economic development in Uralla.
- assist in the attraction of new industry and investment to Uralla.
- promote Uralla as a vibrant and sustainable place to live to attract new residents.
- provide advice and support, and act as a voice, for Uralla businesses.

During its first year, Uralla Development Association had a financial membership of 11 local business owners. The Association's first Annual General Meeting was recently held during October, with the new executive currently engaged in overseeing the running of the 2012 Uralla Christmas Lights Competition.

A more detailed report has been provided by the Community Development Officer in the Director of Administrative Services report to this meeting (Item 2 – Community Services).

Cr K Ward

QUESTION:

Tree Preservation

What is Council's current stance on tree preservation in the Shire?

GM

RESPONSE:

Council does not have a tree preservation policy/order. There is a state prepared clause in the LEP for the protection of trees that are covered within our heritage conservation areas, relating to specific heritage items, listed within the DCP or under the relative Acts (being Native Vegetation, Native Vegetation Conservation, Electricity Supply, Roads Act, Surveying and Spatial Information, and Noxious Weeds). There are, however, no specific measures in Council's DCP as Tree Preservation Orders are normally required for high density metropolitan areas rather than low density areas.

Resourcing the management of a tree preservation policy/order would be a challenge for Council as it would require a qualified officer who ideally should have arbourist qualifications. Historically, in Uralla there has not been an issue with random cutting of trees that alter the landscape, as we have the reverse where we have the benefit of a lot of landscaping especially trees.

Cr K Dusting returned to the Meeting Room.

Cr K Dusting

QUESTION:

Apprentices and Trainees

A typed Question on Notice was delivered to Council on 28 November 2012 (Trim Reference UI/12/5577).

GM

It Stated:

"The quotes below are from an article written by Vikki Campion (Urban Affairs Reporter) The Telegraph Saturday November 24th 2012.

Headed "Failing to fill in the youth gap Councils need apprentices"

"The United Services Union (USU) New Gen report calls on councils across NSW to double apprenticeship numbers with a target of 5% of their workforce."

"NSW Councils are failing to take on apprentices and trainees where they make up less than 2.5% of employees. Nearly half of all council workers are aged between 45-65 years with just 10% of the NSW local government workforce aged under 24 yrs."

"Local government has opportunities in plumbing, for electrician, in tourism, libraries, for mechanics and in horticulture."

What is Uralla Shire Council's comment on this report?

What number of apprentices and trainees does Uralla Shire Council have and in what trades?

RESPONSE:

Council currently employs one full-time apprentice who is currently in his second year as a Plant Mechanic. Council continues to provide training to all staff with 8 – 10 Landfill and outdoor staff undertaking training in Cert III in Civic Construction or Asset Management.

The Kamilaroi Ageing and Disability Services program based in Tamworth provides traineeships in community services for indigenous youth with the most recent trainee recently moving into full-time employment with the program.

McMaugh Gardens provides training in Cert III in Aged Care Services with several new staff members recently completing their qualifications.

Council has recently committed to advertising for three additional traineeships to commence in the new year. One traineeship will be offered in finance (Accounts Administration) with two traineeships to be offered in civil construction and horticulture. In line with EEO principles, Council cannot specifically target recruitment to young people and can only offer traineeships or apprenticeships if there are suitable, qualified staff members who can provide appropriate mentorship and supervision.

RESPONSES TO QUESTIONS RECEIVED ON-NOTICE

Questions Received for the 17 December 2012 Meeting of Council:

No Questions On-Notice were received as at the 5 December 2012 closure of Submissions to the 17 December 2012 Business Paper.

MAYOR'S REPORT

Report from Cr M Pearce

Item 1

**Summary of National Local Roads and Transport Congress
in Hobart on 14 -16 November 2012**

U12/199

496/12 MOVED/ CARRIED (Crs M Dusting / I Strutt)

That Council note the Report and Summary of the National Local Roads and Transport Congress in Hobart on 14 -16 November 2012.

COUNCILLORS REPORT

Report from Cr I Strutt

Item 1

**Meeting of Uralla and Guyra Shire Councils with Councillor Ray Donald,
President of the NSW Shires Association**

U12/151

Director of Engineering Services left the Meeting Room at 12.15pm to return at 12.20pm with a two page handout titled "Discussion points/points to note re LLS" which was distributed to Councillors and Staff. (Trim Reference: UO/12/2285)

497/12 MOVED/ CARRIED (Crs B Crouch / M Dusting

That Council:

1. note the report on the meeting of Uralla and Guyra Shire Councils with Councillor Ray Donald, President of the NSW Shires Association.
2. hold workshops within the appropriate timeframes and in consultation with staff on the following recommended issues:-
 - The Planning White Paper,
 - The ILGRP Report of November 2012,
 - Intergovernmental Agreement,
 - Constitutional Recognition,
 - The Draft NSW Freight and Ports Strategy,
 - Review of the Local Government Act, and
 - Native Vegetation Act and Bio-Security Reviews,

to establish Council's position on the issues and to develop submissions where appropriate.

GM

NOTICES OF MOTION

There were no Notices of Motion submitted to the 17 December 2012 Meeting.

STAFF REPORTS

GENERAL MANAGER'S REPORT

Governance and Administration

Item 1

Rate Pegging Percentage for 2013/2014

U08/6516

498/12 MOVED/ CARRIED (Crs I Strutt / K Ward)

That the rate pegging percentage of 3.4% to be applied to the general rates for the 2013/2014 rating year; consisting of 3.7% local government cost index increase to September 2012 less 0.2% productivity factor and 0.1% correction to account for the withdrawal of the 2012/2013 carbon price advance; announced by the Independent Pricing and Regulatory Tribunal (IPART) on Monday, 26 November 2012 be noted by Council.

GM

Item 2

Environmental Committee Meeting 6 November 2012

U12/150

499/12 MOVED/ CARRIED (Crs K Ward / I Strutt)

1. That Council note the minutes of the Environmental Committee held on 4 December 2012 and the report on future management of the Kingstown Landfill and adopt the following recommendation:
 - That Councillors attend a field trip to visit sites of environmental significance around the Shire on 5 February 2013.

GM

Item 3

Accelerating Sustainability Training

U12/3049

500/12 MOVED/ CARRIED (Crs B Crouch / D Field)

1. That Council note this report on Accelerating Sustainability Training, and
2. That Councillors attend the Accelerating Sustainability Training on 20 March 2013.

GM

Item 4

NSW EPA 2012 Annual Return for Licence 5899 Uralla Landfill

U12/155

501/12 MOVED/ CARRIED (Crs D Field / M Dusting)

That Council note the Environmental Monitoring Uralla Landfill – Annual Report and endorse the affixing of the Council Seal to the NSW EPA 2012 Annual Return for Uralla Landfill, licence number 5899.

Planning

Item 1

Community Based Study Part 2

U12/6541

502/12 MOVED/ CARRIED (Crs K Ward / L Cooper)

That Council:

1. Approve, for the purpose of advertising for public submissions, the Community Based Draft Heritage Study.
2. Advertise the Draft Heritage Study for public submissions during the period Monday, 7 January 2013 until Monday, 4 February 2013 and notify all affected owners individually.
3. Hold a workshop on Saturday, 5 January 2012 commencing at 9.30am to discuss Part 2 of Community Based Heritage Study.

GM

The Director of Engineering Services lodged his apology for his inability to attend the Workshop on Saturday, 5 January 2013.

EA

Item 2

Planning Application Approvals and Refusals for the Month of November 2012

U07/168

503/12 MOVED/ CARRIED (Crs D Field / L Cooper)

That Council note the information contained within the Planning Application Approvals and Refusals Report for the month of November 2012.

EA

ADJOURNMENT

Luncheon Recess and Viewing of Art by Mr Brian Irving

(12:40pm - 1:40pm)

504/12 MOVED/ CARRIED (Crs K Dusting / B Crouch)

That Council break for a 60 minute Luncheon Adjournment and Viewing of Art by Mr Brian Irving (12:40pm - 1:40pm).

The Meeting resumed at 1:40pm.

The Environmental Project Officer, Ms S McCaffrey joined the meeting as host to the guest artist, Mr Brian Irving.

PRESENTATIONS TO COUNCIL

Presentation of Aboriginal Art made by Mr Brian Irving

Following the return of Councillors and Staff from viewing the aboriginal art by Mr Brian Irving, the Mayor, Cr M Pearce, thanked Mr Irving for his extensive contribution of Art to Council.

Cr Geldof requested that a plaque be mounted, near the erected art, in recognition of Mr Irving's contribution to Council.

DES

Mayor, Cr Pearce, requested that Visitor Information Centre's Creek Walk Brochure be amended to include this art.

GM

Have Your Say

Presentation of LGSA Award for HiCub Project

The General Manager, Mr Tom O'Connor, made a presentation Council of the Award to Armidale Dumaresq Council, Uralla Shire Council, Guyra Shire Council and Walcha Council High Country Urban Biodiversity Project (HiCUB) as Winners of Division B, 2011-2012 Communication, Education and Empowerment Award of the NSW Local Government Excellence in the Environment Awards.

Refer Trim Reference: UO/12/2285

The Mayor, Cr Pearce, thanked Ms Stephanie McCaffrey, Uralla Shire Council Environmental Project Officer, for the contribution she has made toward gaining this Award.

The General Manager left the meeting as advised under his Notice of Early Departure.

The Director of Administrative Services, Mrs Jane Michie assumed the role of Acting General Manager.

The Environmental Project Officer, Ms S McCaffrey left the meeting.

Speakers in Order of Presentation:

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

1. Mr Patrick Dogan

Community Development Officer for Uralla Shire Council

The Speaker delivered a presentation on the planning progress of the proposed 2013 Uralla Food and Wine Festival to be held over two weekends being 6 - 7 April and 13 - 14 April 2013.

Mayor, Cr Pearce thanked Mr Patrick Dogan for his Presentation to Council.

STAFF REPORTS (continued)

DIRECTOR OF ADMINISTRATIVE SERVICES' REPORT

Administration and Finance

Item 1

Cash at Bank and Investments

U10/1

505/12 MOVED/ CARRIED (Crs K Ward / B Crouch)

That Council note the cash position at 30 November 2012 consisting of; cash and overnight funds of \$673,810.45; term deposits of \$7,400,00.00 totalling \$8,073,810.45 of readily convertible funds.

AGM

Item 2

Uralla Shire Council Finance Committee

U07/01

506/12 MOVED/ CARRIED (Crs I Strutt / F Geldof)

That Council note the minutes of the meeting of the Uralla Shire Council Finance Committee, held on Monday, 10 December 2012, and adopt the following recommendation:

1. That the Financial Statements consisting of the Budget Review by Resource Code and Budget Review by Function, Collection of Rates, Loan Details and Outstanding Debtor Report for the year to 30 November 2012, be noted.

AGM

Cr Crouch thanked the Manager of Finance, Mrs Lyndel Taylor, for her contribution to the Finance Department of Council, extending Council's best wishes following her recent appointment.

DIRECTOR OF ADMINISTRATIVE SERVICES' REPORT

Community Services

Item 1

Visitor Information Centre Monthly Report

U07/273

507/12 MOVED/ CARRIED (Crs K Dusting / I Strutt)

That the Community Development Officer's report on activities at the Visitor Information Centre for November 2012 be noted.

EA

Item 2

Uralla Chamber of Commerce

U07/159

508/12 MOVED/ CARRIED (Crs K Ward / B Geldof)

That the Community Development Officer's report on the progress of the Uralla Development Association be noted.

EA

DIRECTOR OF ENGINEERING SERVICES' REPORT

Technical Services

Item 1

Stocktake

U07/6359

509/12 MOVED/ CARRIED (Crs F Geldof / B Crouch)

That the November 2012 stocktake be noted and Council authorise the necessary write ups and write downs for Uralla.

DES

Item 2 and 3

Works Planning and Works Progress for period ended 7 December 2012

U07/3041

510/12 MOVED/ CARRIED (Crs M Dusting / L Cooper)

That the Planned works and the Works Progress for the period ended 7 December 2012 be noted.

DES

Item 4

Works Progress Advisory Unit

U07/172

511/12 MOVED/ CARRIED (Crs F Geldof / B Crouch)

That Council note the minutes of the Works Progress Advisory Unit meeting held on 6 December 2012 and adopt the following recommendations:

1. Bridge Testing – that Council program the maintenance work as set out in the Bridge Inspection Reports.
2. Emu Crossing Bridge – Expression of Interest Form – that Council supports the lodging of an Expression of Interest for Emu Crossing Bridge.

DES

Item 5

Kingstown Landfill

U12/155

512/12 MOVED/ CARRIED (Crs D Field / F Geldof)

That Council develop and action a closure plan to close Kingstown landfill, and begin operation of a manned waste transfer station at the site by 1 July 2013. Further that as part of the closure plan, the Kingstown community be consulted regarding opening days and times of the new transfer station.

DES

MAILOUTS TO COUNCILLORS

Weekly Mailout Forwarded for the Information of Councillors

Item 1

Mailouts forwarded to Councillors for the Period Friday, 30 November 2012 to Friday, 7 December 2012

U07/23

513/12 MOVED/ CARRIED (Crs K Ward / K Dusting)

That the Mailouts forwarded to Councillors for the Period Friday, 30 November 2012 to Friday, 7 December 2012 which includes MANEX Meeting Minutes for Monday, 26 November 2012 and Monday, 3 December 2012, be noted.

MINUTES OF COMMITTEE MEETINGS

Minutes of Meeting for Council and Community Committees

Item 1

Minutes of Council Committees

Various

514/12 MOVED/ CARRIED (Crs I Strutt / M Dusting)

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

1. Minutes of the Consultative Committee held 9 October 2012.
2. Uralla Shire Council Tablelands Community Transport Advisory Committee held 21 August 2012
3. Uralla Shire Council Tablelands Community Transport Advisory Committee held 27 November 2012 with the following notation:
 - That Council write to Armidale Dumaresq Council requesting a delegate be appointed to Tableland Community Transport.

Item 2

Minutes of Community Committees

Various

515/12 MOVED/ CARRIED (Crs L Cooper / I Strutt)

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

1. Minutes of the Uralla Food and Wine Festival held 5 November 2012
2. Minutes of the Uralla Food and Wine Festival held 26 November 2012.

DELEGATE REPORTS

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

Councillor	Activity Date:	Activity Detail:
Cr D Field	26 November	Ordinary Council Meeting
	29 November	U3CF
	1 December	Launch of 'The Uralla Story'
	10 December	Friends of McMaugh Gardens Christmas Luncheon, Espresso Café, Uralla
	13 December	McMaugh Gardens Advisory Committee, McMaugh Gardens
	13 December	Uralla Central School Presentation Evening, Uralla Central School
	17 December	Ordinary Council Meeting
Cr F Geldof	3 December	Meeting with Community Development Officer, Library
	6 December	Works Progress Advisory Unit
	6 December	DDAU
	10 December	Finance
	13 December	Uralla Central School Presentation Evening, Uralla Central School
Cr B Crouch	27 November	Agritourism Field Day, Merilba, Kingstown
	30 November	Meeting with Cr Ray Donald, President of NSW Shires Association, Guyra
	1 December	Launch of 'The Uralla Story'
	2 December	Meeting with National Party MP, Bundarra
	3 December	Mayor and Councillor Briefing
	6 December	Bundarra Central School Presentation, Bundarra
	6 December	Works Progress Advisory Unit
	7 December	Bundarra Neighbourhood Aid, Inverell
	10 December	Finance Committee
	12 December	Bundarra CWA Christmas Party, Bundarra
	12 December	Bundarra Tourism and Development and RTC, Bundarra
	13 December	SNELCC Christmas Party, Armidale
	17 December	Ordinary Council Meeting
Cr M Dusting	26 November	Ordinary Council Meeting
	30 November	Meeting with Cr Ray Donald, President of NSW Shires Association, Guyra
	1 December	Launch of 'The Uralla Story'
	4 December	Environmental Committee
	5 December	Kingstown School Presentation Night, Kingstown
	6 December	USDAC
	7 December	Grace Munro Centre Christmas Party, Bundarra
	7 December	Bundarra Neighbour Aid Volunteers Luncheon and Presentation, Inverell
	10 December	Finance Committee
	12 December	Armidale Dumaresq Council Christmas Drinks, Armidale

DELEGATE REPORTS (continued)**Cr K Dusting**

30 November	Meeting with Cr Ray Donald, President of NSW Shires Association, Guyra
1 December	Launch of 'The Uralla Story', Uralla
5 December	Kingstown School Presentation, Kingstown
6 December	USDAC, Uralla
7 December	Bundarra Neighbourhood Aid Luncheon, Inverell
10 December	Wine and Food Committee
12 December	Armidale Council Christmas Drinks

Cr L Cooper

21 November	Jobs Australia, Armidale
26 November	Youth Council, RSL Hall
13 December	McMaugh Gardens Advisory Committee, McMaugh Gardens, Uralla

Cr K Ward

4 December	Environmental Committee
6 December	Works Progress Advisory Unit

Cr I Strutt

27 November	TCT Advisory Committee, Armidale
30 November	Meeting with Cr Ray Donald, President of NSW Shires Association, Guyra
1 December	Launch of 'The Uralla Story'
3 December	MCB
4 December	Environmental Committee
6 December	USDAC
10 December	Finance Committee
12 December	Armidale Dumaresq Council Christmas Civic Reception, Armidale
13 December	McMaugh Gardens Advisory Committee
14 December	TCT Christmas Luncheon, Armidale
17 December	Ordinary Council Meeting

Cr M Pearce

27 November	Meeting with Matthew Pye, Bundarra Central School – RDAF, Bundarra
29 November	Mayor's Office – Administration / Correspondence
3 December	MANEX / MCB / Administration / Correspondence
4 December	Mayor's Office – Administration / Correspondence
5 December	New England Area Local Emergency Management Committee, Guyra
5 December	Mayor's Office – Meeting with Acting General Manager re RDAF Grant Application
6 December	New England Bush Fire Management Committee – Section 44 Debrief, Armidale
6 December	USDAC
10 December	Finance Committee
11 December	Mayor's Office – Administration / Correspondence
12 December	Rocky River School Presentation, Rocky River School
13 December	Mayor's Office – Administration / Correspondence
17 December	MANEX
17 December	Ordinary Council Meeting

QUESTIONS ON-NOTICE RAISED

Questions On-Notice for Next Meeting of Council

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

Cr K Ward

QUESTION:

Retreat Road

Could Council staff advise when Retreat Road is to be sealed?

DES

QUESTION:

Sealed Edge of Bridge Street near St Joseph's School

Following a reported bad fall, what actions are available to overcome the steep asphalt build up created by progressive resealing by the RTA in the section of the road of Bridge Street near St Joseph's School?

DES

MOTION

516/12 MOVED/ CARRIED (Crs K Ward / I Strutt)

That Council contact the RTA with a request that a further one metre wide section be added to Bridge Street, near St Joseph's School, to extend the lip of the tarred section in an attempt to reduce the steep access to the road.

Cr L Cooper

QUESTION:

Bergen Road Sealing

When is the Bergen Road sealing scheduled?

DES

Cr M Dusting

QUESTION:

Traffic Counts

Can traffic counts on Bergen Road, Purlieu Bridge and Torryburn Bridge be made on either side of the bridges?

DES

Cr I Strutt

QUESTION:

Emu Crossing Bridge

Is Council locked into a timeframe if an Expression of Interest for Emu Crossing Bridge is lodged with the Regional Development Funding Round?

DES

Cr B Crouch

QUESTION:

Kingstown Landfill

When will community consultation on the Kingstown Landfill proceed?

DES

CLOSURE OF MEETING

The Mayor extended his appreciation to Councillors for their co-operation throughout his term of Mayor and wished the Councillors and Staff greetings for the festive season.

The Meeting closed at 3:15pm

The Minutes of the Uralla Shire Council at an Ordinary Meeting of Council held on 17 December 2012, consisting of Page 19 and the previous pages, were confirmed by Resolution No. [nnn/12] on [Day Month Year].

.....Mayor