



## ORDINARY MEETING OF COUNCIL

**Held at 12 noon  
On 25 August 2014**

### **ROLL CALL**

**Councillors:**

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

**Staff:**

Mr D Connor, General Manager  
Mr R Bell, Director of Engineering Services  
Mrs O Wood, Acting Director of Administrative Services  
Ms L Cumming, Manager of Planning  
Mrs D Williams, Minute Clerk

# MINUTES

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*The Meeting Commenced at: 12:05pm*

### **ATTENDANCE**

Present were the Chairperson Cr M Pearce (Mayor), Cr B Crouch (Deputy Mayor) and Councillors, L Cooper, K Dusting, M Dusting, D Field, F Geldof, I Strutt, K Ward, General Manager (Mr D Connor), Director of Engineering Services (Mr R Bell), Acting Director of Administrative Services (Mrs O Wood), Manager of Planning (Ms L Cumming), Minute Clerk (Mrs D Williams), Mayor for a Day Competition Winners (Amy Jarvis and Thomas Grant).

### **PRAYER**

### **ACKNOWLEDGEMENT TO COUNTRY**

### **APOLOGY**

*An Apology was tabled for Director of Administrative Services (Mrs Jane Michie) and Manager of Planning (Ms Elizabeth Cumming).*

### **MOTION**

#### **Apology for Director of Administrative Services and Manager of Planning**

**256/14** **MOVED/ CARRIED (Crs M Dusting / F Geldof)**

That the apologies for the Director of Administrative Services and the Manager of Planning be accepted

### **CONFIRMATION OF MINUTES**

#### **Ordinary Meeting of 28 July 2014**

**257/14** **MOVED/ CARRIED (Crs I Strutt / K Ward)**

That the Minutes of the Ordinary Meeting held on 28 July 2014 (copies have been circulated to Members) be adopted as a true and correct record of proceedings.

### **MINUTES OF COMMITTEE MEETINGS**

#### **Minutes of Meeting for Council and Community Committees**

##### **Item 1**

##### **Minutes of Council Committees**

Various

**258/14** **MOVED/ CARRIED (Crs I Strutt / B Crouch)**

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

- - Environmental Committee Minutes for 5 August 2014.
  - Works Progress Advisory Unit Minutes for 14 August 2014.
  - Finance Committee Minutes for 14 August 2014

**STAFF REPORTS**  
**GENERAL MANAGER'S REPORT**  
**Governance and Administration**

**Item 1**

**Donation Request – National Cross Country Titles Representative**

259/14 **MOVED/ CARRIED (Crs M Dusting / K Dusting)**  
Procedural Motion to hear Points 1 and 2 of the General Manager's recommendation for Item 1 separately.

260/14 **MOVED/ SECONDED (Crs D Field / K Ward)**  
That Council provide a donation of \$200 to assist with the costs associated with sending Ms Natasha Favotto to the National Cross-Country titles in Albany, Western Australia.

**MOTION TO AMEND**

261/14 **MOVED/ CARRIED (Crs D Field / K Ward)**

**That**

1. Council convey its congratulations and support to Ms Natasha Favotto on her achievements and the distinguished honour of representing New South Wales on the National stage.
2. Develop a policy for community contributions and a potential Sporting and Youth fund.

**AMENDMENT BECOMES THE MOTION**

262/14 **MOVED/ CARRIED (Crs D Field / K Ward)**

**That**

1. Council convey its congratulations and support to Ms Natasha Favotto on her achievements and the distinguished honour of representing New South Wales on the National stage.
2. Develop a policy for community contributes and a potential Sporting and Youth fund.

**Item 2**

**Council Register of Committees and Committee functions**

**PROCEDURAL MOTION**

**Move to Committee of the Whole**

263/14 **MOVED/ CARRIED (Crs M Dusting / F Geldof)**  
That Council move to a 'Committee of the Whole' to discuss the General Manager's Item 2 Report and Recommendation/s.

Councillors held a detailed discussion in relation to Council Register of Committees and Committee functions and options for times for Standing Committees Meetings.

**PROCEDURAL MOTION**

**Resumption of Standing Orders**

264/14 **MOVED/ CARRIED (Crs F Geldof / B Crouch)**

That Council resume Standing Orders.

## MOTION

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

**265/14 MOVED/ CARRIED (Crs K Dusting / L Cooper)**

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

## ADJOURNMENT

### Luncheon Recess

*The Meeting resumed at 1:30pm.*

### Procedural Motion to Suspend Standing Orders

The Chair presented Mr Ken McMillan with the gift of a watch upon his retirement after 36 years of service to Council.

## PRESENTATIONS TO COUNCIL

### Have Your Say

#### Speakers in Order of Presentation:

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

**1. Amy Jarvis**

Winner of Mayor For A Day Competition

*The Speaker delivered a presentation on the subject of what Council could do to improve things for the youth of Uralla.*

**1. Thomas Grant**

Winner of Mayor For A Day Competition

*The Speaker delivered a presentation on the subject of what Council could do to improve things for the youth of Uralla.*

*The Chair thanked Amy and Thomas for their Presentation to Council.*

### Procedural Motion to Resume Standing Orders

## Governance and Administration – Item 2 (continued)

### PROCEDURAL MOTION

**Move to Committee of the Whole**

**266/14 MOVED/ CARRIED (Crs M Dusting / I Strutt)**

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

*Councillors held a detailed discussion in relation to Council Register of Committees and Committee functions.*

### PROCEDURAL MOTION

**Resumption of Standing Orders**

**267/14 MOVED/ CARRIED (Crs M Dusting / B Crouch)**

That Council resume Standing Orders.

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

**268/14 MOVED/ CARRIED (Crs K Dusing / D Field)**

That Council:

1. Council amend its Register of Committees to include the standing committees identified in the revised Code of Meeting Practice (V2.0) and to dissolve any previous standing committees;
2. Membership of each of the new standing committees will contain four (4) Councillors and the Mayor;
3. Each Councillor is to be a member of at least two (2) committees;
4. Each standing committee will elect their own Chairperson from within its membership;
5. Membership of the Corporate & Governance Standing Committee consists of Councillors B Crouch, M Dusing, D Field, and I Strutt and the Mayor;
6. Membership of the Community and Culture Standing Committee consists of Councillors L Cooper, K Dusing, I Strutt, and K Ward and the Mayor;
7. Membership of the Economy, Development & Transport Standing Committee consists of Councillors L Cooper, B Crouch, K Dusing, F Geldof and the Mayor;
8. Membership of the Environment & Water-cycle Standing Committee consists of Councillors M Dusing, D Field, F Geldof and K Ward and the Mayor;
9. The function, administration and meeting practice of each of the standing committees is to be as per those outlined in the Uralla Shire Council Code of Meeting Practice;
10. Standing Committees be held on the second Monday (2) and the second Tuesday (2) of the month from 4:00 – 5:30pm and 5.30pm – 7.00pm
11. A review of Councils Register of Committees be undertaken to align all other advisory committees, working groups and special purpose committees to a parent standing committee;
12. Revised functions and if applicable constitutions for each Council advisory committee, working group and special purpose committee be developed and distributed;
13. Council identify any new advisory committees or working groups that may be required to be formed.

**Item 3**

**Request for financial support– McCrossins Mill & Chaff Shed roof replacement**

*The General Manager declared a non-pecuniary – less than significant interest in the next item as a recently nominated Patron of the Uralla Historical Society. Action – To stay in the room.*

**PROCEDURAL MOTION**

**Move to Committee of the Whole**

**269/14 MOVED/ CARRIED (Crs M Dusing / B Crouch)**

That Council move to a 'Committee of the Whole' to discuss the General Manager's Item 3 Report and Recommendation/s.

*Councillors held a detailed discussion in relation to Request for financial support– McCrossins Mill & Chaff Shed roof replacement.*

**PROCEDURAL MOTION**

**Resumption of Standing Orders**

**270/14 MOVED/ CARRIED (Crs L Cooper / D Field)**

That Council resume Standing Orders.

*The General Manager advised details of a possible amendment discussed during the Committee of the Whole.*

**MOVED /SECONDED (Crs I Strutt / L Cooper)**

**That Council:**

- 1. Write to the Uralla Historical Society conveying support for the project to replace the roofs of the McCrossins Mill and Chaff Shed buildings;**
- 2. Commit to making a budget allocation in the 2015/16 Operational Plan to partner in the funding of the roof replacement project; and**
- 3. Provide support to the Uralla Historical Society in applying for additional grant funding by outlining to other potential funding providers the importance of the facility to this area from a cultural, historic and economic point of view.**

**MOTION TO AMEND**

**271/14 MOVED/ SECONDED (Crs K Ward / M Dusting)**

**That Council:**

- 1. Write to the Uralla Historical Society conveying support for the project to replace the roofs of the McCrossins Mill and Chaff Shed buildings;**
- 2. Commit to making a budget allocation of \$25,000 in the 2015/16 Operational Plan to assist in the funding of the roof replacement project; contingent upon the success of Uralla Historical Society receiving a grant from the Heritage Office of equal to or greater value than proposed;**
- 3. Provide support to the Uralla Historical Society in applying for additional grant funding by outlining to other potential funding providers the importance of the facility to this area from a cultural, historic and economic point of view.**
- 4. Convey to the Uralla Historical Society that if they receive funding for this project from Council, they will not be eligible for further grant funding from Council prior to 2020/21 due to competing community priorities.**

**AMENDMENT BECOMES THE MOTION**

**272/14 MOVED/ CARRIED (Crs K Ward / M Dusting)**

**That Council:**

- 1. Write to the Uralla Historical Society conveying support for the project to replace the roofs of the McCrossins Mill and Chaff Shed buildings;**
- 2. Commit to making a budget allocation of \$25,000 in the 2015/16 Operational Plan to assist in the funding of the roof replacement project; contingent upon the success of Uralla Historical Society receiving a grant from the Heritage Office of equal to or greater value than proposed;**



3. Provide support to the Uralla Historical Society in applying for additional grant funding by outlining to other potential funding providers the importance of the facility to this area from a cultural, historic and economic point of view.
4. Convey to the Uralla Historical Society that if they receive funding for this project from Council, they will not be eligible for further grant funding from Council prior to 2020/21 due to competing community priorities.

## **STAFF REPORTS (continued)**

### **DIRECTOR OF ADMINISTRATIVE SERVICES' REPORT**

#### **Administration and Finance**

##### **Item 1**

##### **Cash at Bank and Investments**

273/14 **MOVED/ CARRIED (Crs K Dusting / L Cooper)**  
That Council:

Council note the cash position at 31 July 2014 consisting of; cash and overnight funds of \$1,002,871.94, term deposits of \$6,000,000.00 totalling \$7,002,871.94 of readily convertible funds.

##### **Item 2**

##### **Uralla Shire Council Finance Committee**

274/14 **MOVED/ CARRIED (Crs M Dusting / I Strutt)**  
That Council:

1. Council note the minutes of the meeting of the Uralla Shire Council Finance Committee held on Thursday 14 August 2014 and adopt the following recommendation:
2. That the Financial Reports consisting of the Budget Review by Resource Code and Budget Review by Function, Collection of Rates and Outstanding Debtor Report for the year to 31 July 2014, be noted.

### **DIRECTOR OF ADMINISTRATIVE SERVICES' REPORT**

#### **Community Services**

##### **Item 1**

##### **Update on Administrative Services Department**

275/14 **MOVED/ CARRIED (Crs I Strutt / D Field)**  
That Council: Receive and note the report.

**DIRECTOR OF ENGINEERING SERVICES' REPORT  
Environment and Waste Management**

**Item 1**

**Recommendations from the Environmental Committee Meeting 5 August  
2014**

**MOVED / SECONDED (Crs I Strutt / D Field)**

**That Council:**

- 1. Note the minutes of the Environmental Committee meeting held Tuesday 5 August 2014.**
- 2. Endorse the Northern Inland Regional Waste response to the NSW Environment Protection Agency's 'Extension of the Waste Levy Options Paper'and;**
- 3. Accept the grant of \$9750 from the Minister for Natural Resources Land and Water for undertaking weed control activities at Wooldridge Fossicking Area.**

**MOTION TO AMEND**

**276/14 MOVED/ SECONDED(Crs B Crouch / F Geldof)**

**That Council:**

- 1. Note the minutes of the Environmental Committee meeting held Tuesday 5 August 2014.**
- 2. Accept the grant of \$9750 from the Minister for Natural Resources Land and Water for undertaking weed control activities at Wooldridge Fossicking Area.**

**AMENDMENT BECOMES THE MOTION**

**277/14 MOVED/ CARRIED (Crs B Crouch / F Geldof)**

**That Council:**

- 1. Note the minutes of the Environmental Committee meeting held Tuesday 5 August 2014.**
- 2. Accept the grant of \$9750 from the Minister for Natural Resources Land and Water for undertaking weed control activities at Wooldridge Fossicking Area.**

**Item 2**

**Council endorsement of Northern Inland Regional Waste repose to the NSW  
EPA's Extension of the Waste Levy Options Paper**

278/14 **MOVED/ CARRIED** (Crs I Strutt / K Ward)

That Council:

Endorse the Northern Inland Regional Waste response to the NSW  
Environment Protection Agency's 'Extension of the Waste Levy Options  
Paper.

**MOTION**

Comfort Adjournment (3:14pm to 3:22pm)

279/14 **MOVED/ CARRIED** (Crs M Dusting / D Field)

That Council break for a 10 minute Comfort Adjournment (3:00pm – 3:10pm).

**ADJOURNMENT**

**Meeting Recess**

*The Meeting resumed at 3:10pm.*

**DIRECTOR OF ENGINEERING SERVICES' REPORT**

**Technical Services**

**Item 1**

**Works Progress Advisory Unit**

280/14 **MOVED/ CARRIED** (Crs K Ward / D Field)

That Council:

1. Council note the minutes of the Works Progress Advisory Unit meeting held 14th August 2014.
2. Council note the Works Progress and Works Planning Reports

**DIRECTOR OF ENGINEERING SERVICES' REPORT**

**Planning Services**

**Item 1**

**Development Approvals and Refusals for July 2014**

281/14 **MOVED/ CARRIED** (Crs I Strutt / L Cooper)

That the development approvals and refusals for July 2014 be received and noted.

**DIRECTOR OF ENGINEERING SERVICES**

**Planning Matters for Determination DIVISION DECISION**

**Item 2**

**Application of Council Seal to Section 88b instrument – DA 34/2013 - Brennan**

282/14 **MOVED/ CARRIED (Crs M Disting / F Geldof)**

**That Council endorse the fixing of the Council Seal on the Section 88b Instrument relating to Development Application 34/2013 on land known as 50 Panseyfield Road, Saumarez Ponds being Lot 14 DP 248041.**

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

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

**AGAINST:** Nil

**ABSENT:** Nil

**Planning Services (Late Report to Council)**

**Item 3**

**Application of Council Seal to Section 88b instrument – DA 24/2014 – Mr J Blore**

283/14 **MOVED/ CARRIED (Crs I Strutt / L Cooper)**

**That Council endorse the fixing of the Council Seal on the Section 88b Instrument relating to Development Application 24/2014 on land known as 36 Gostwyck Street, Uralla being Lot 8 Sec 29 DP 759022.**

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

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

**AGAINST:** Nil

**ABSENT:** Nil

## REQUESTS FOR LEAVE OF ABSENCE

*Requests for Leave of Absence were submitted by Crs M Dusting and K Dusting.*

### MOTION

**Leave of Absence Request by Cr M Dusting and Cr K Dusting**

**284/14 MOVED/ CARRIED (Crs K Ward / L Cooper)**

That the request for Leave of Absence from Crs M and K Dusting between 22 September and 21 October be approved.

## 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:-*

<b>Councillor</b>	<b>Activity Date:</b>	<b>Activity Detail:</b>
<b>Cr D Field</b>	28 July 2014	Ordinary Council Meeting, Uralla Shire Council (USC)
	4 August	Councillor Briefing Session (CBS), USC
	6 August	Hosting of the Hikers and SES Back up People for 'Hiking for the Homeless', USC
	8 August	Council Open Day, USC
	14 August	USDAC, USC
<b>Cr F Geldof</b>	28 July	Ordinary Council Meeting, USC
	4 August	CBS, USC
	14 August	Finance Meeting, USC Works Progress Advisory Unit (WPAU), USC USDAC, USC
	18 August	CBS, USC
<b>Cr B Crouch</b>	30 July	Community Meeting re Bowling Green, Bundarra
	4 August	CBS, USC
	8 August	Council Open Day, USC
	14 August	Finance Meeting, USC WPAU, USC USDAC, USC
	25 August	Ordinary Council Meeting, USC
<b>Cr M Dusting</b>	28 July	Ordinary Council Meeting, USC
	30 July	Jobs Australia Board Meeting, Armidale
	4 August	CBS, USC
	5 August	Environmental Committee Meeting, USC
	8 August	Council Open Day, USC
	14 August	Finance Meeting, USC WPAU, USC USDAC, USC
	18 August	CBS, USC

**DELEGATE REPORTS (continued)**

<b>Councillor</b>	<b>Activity Date:</b>	<b>Activity Detail:</b>
<b>Cr K Dusting</b>	28 July	Ordinary Council Meeting, USC
	4 August	CBS, USC
	6 August	Hosting of the Hikers and SES Back up People for 'Hiking for the Homeless', USC
	8 August	Council Open Day, USC
	11 August	Red Cross Rose Planting, Uralla
<b>Cr L Cooper</b>	30 July	Jobs Australia Board Meeting, Armidale
	4 August	Thunderbolts Festival, USC
	25 August	Ordinary Council Meeting
<b>Cr K Ward</b>	4 August	CBS, USC
	5 August	Environmental Committee Meeting, USC
	6 August	Hosting of the Hikers and SES Back up People for 'Hiking for the Homeless', USC
	8 August	Council Open Day, USC
	11 August	Red Cross Rose Planting, Uralla
	14 August	WPAU, USC
		USDAC, USC
	18 August	CBS, USC
<b>Cr I Strutt</b>	4 August	CBS, USC
	5 August	Environmental Committee Meeting, USC
		United Hospital Auxilliary (UHA) AGM, Uralla
	8 August	Council Open Day, USC
	11 August	Red Cross Rose Planting, Uralla
	13 August	New England Schools Remember Ceremony, Armidale
		Launch of "In War-Charity" at Booloominbah, Armidale
	14 August	USDAC, USC
	18 August	CBS, USC
	21 August	Community Mutual Breakfast, Uralla
	25 August	Council Meeting, Uralla

**DELEGATE REPORTS (continued)**

**Councillor**

**Activity Date:**

**Activity Detail:**

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**Cr M Pearce**

29 July	Administration & Correspondence , USC
30 July	Administration & Correspondence , USC Speak to GM re Current Issues, USC Medal Presentation on behalf on Uralla Senior Citizens Association, Uralla
31 July	Administration & Correspondence , USC
4 August	CBS, USC
5 August	Environmental Committee Meeting, USC United Hospital Auxilliary (UHA) AGM, Uralla
6 August	2AD Radio Interview, USC Administration & Correspondence , USC
6 August	Hosting of the Hikers and SES Back up People for 'Hiking for the Homeless', USC
7 August	Administration & Correspondence , USC Attend Local Government Week – Awards Evening, Parliament House – with GM.
8 August	Council Open Day, USC
11 August	Administration & Correspondence , USC
12 August	Regional Development Australia Meeting – with GM – Presentation to Board Members by GM., Uralla Administration & Correspondence , USC
13 August	Mayors & General Managers Meeting Regarding Workshop for Regional Action Plans with Department of Premier & Cabinet, Tamworth.
14 August	Administration & Correspondence , USC Finance Committee Meeting, USC WPAU, USC USDAC, USC
18 August	CBS, USC Administration & Correspondence , USC Review August Business Papers with GM & Directors
19 August	New England Bush Fire Management Committee (NEBFMC), Armidale
20 August	2AD Radio Interview, USC Community Safety Precinct Committee Meeting (CSPC), Armidale
21 August	Administration & Correspondence , USC Visit Wooldridge Fossicking Area – with Adam Marshall MP
25 August	Administration & Correspondence , USC Meet/Greet Mayor for a Day Competition Winners, USC Ordinary Council Meeting, USC

**CLOSURE OF MEETING**

*There being no further business, the Chair declared the meeting closed at*

*4:04pm*

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The Minutes of the Uralla Shire Council at an Ordinary Meeting of Council held on 25 August 2014, consisting of Page 16 and the previous pages, were confirmed by Resolution No. [nnn/14] on [Day Month Year].

.....Mayor