



**Uralla Shire Council Business Paper**  
**25 May 2015**



12 May 2015

**ORDINARY MEETING OF COUNCIL  
1.00pm Monday 25 May 2015**

Notice is hereby given that a meeting of the Council of Uralla will be held at Council Chambers, Salisbury Street, Uralla on **Monday, 25 May 2015 commencing at 1.00pm.**

Damien Connor  
**GENERAL MANAGER**

00001



**- BUSINESS AGENDA -**  
**Ordinary Meeting of Council**  
**25 May 2015 at 1:00pm**

1. Opening & Welcome
2. Prayer
3. Acknowledgement of Country
4. Apologies/Requests for Leave of Absence
5. Disclosures & Declaration of Interests
6. Confirmation of Minutes of Previous Meeting
7. Announcements
8. Tabling of Reports & Petitions
9. Presentations
10. Deputations - Nil
11. Urgent Supplementary & Late Items of Business
12. Written Reports from Delegates
13. Mayoral Minute - Nil
14. Recommendations for Items to be Considered in Confidential Section - Nil
15. Reports from the General Manager - Nil

**16. Reports from the Corporate & Community Committee**

Called:	1.18.05.01	Library Survey
Called:	1.18.05.02	2014/15 - 3rd Quarter Budget Review Statements
	1.18.05.03	Cash at Bank and Investments

**17. Reports from the Environment, Development & Infrastructure Committee**

Called:	2.18.05.01	Development Approvals and Refusals for April 2015
Called:	2.18.05.02	Works Progress Report to 1 May 2015
Called:	2.18.05.03	Works Planning Report May 2015
Called:	2.18.05.04	Planning Proposal - ALTERATION OF GATEWAY DETERMINATION

18. Motions on Notice - Nil
19. Schedule of Actions – As at 18/05/2015
20. Confidential Business - Nil
21. Authority to Affix the Common Seal
  - DA-16-2015 – J&M Piddington
22. Meeting Close



REPORTS FROM THE  
CORPORATE & COMMUNITY  
COMMITTEE

25 May 2015

16. Reports from the Corporate & Community Committee

REPORTS FROM THE CORPORATE &  
COMMUNITY COMMITTEE

00003

# REPORTS FROM THE CORPORATE & COMMUNITY COMMITTEE

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25 May 2015

<b>Community and Culture .....</b>	<b>1</b>
<b>1.18.05.01.....</b>	<b>1</b>
Library Survey.....	1
Attachments: .....	2
A. Library Survey results.....	2
<b>Finance .....</b>	<b>7</b>
<b>1.18.05.02.....</b>	<b>7</b>
2014/15 - 3rd Quarter Budget Review Statements .....	7
<b>Finance .....</b>	<b>11</b>
<b>1.18.05.03.....</b>	<b>11</b>
Cash at Bank and Investments.....	11
Attachments: .....	12
B. Council's Investments as 30 April 2015 .....	12
C. Diary of Investment Maturity Dates and Amounts .....	12

REPORTS FROM THE CORPORATE & COMMUNITY  
COMMITTEE

25 May 2015



REPORT TO COUNCIL

<b>Department:</b>	Community and Culture
<b>Submitted by:</b>	Executive Manager – Corporate & Community
<b>Reference:</b>	1.18.05.01
<b>Subject:</b>	Library Survey

**LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

**Objective:** Uralla is a socially inclusive environment where residents of all ages and abilities have opportunities to progress their skills and living standards.

**Strategy:** Provide quality and comprehensive library services

**Action:** Library services meet community needs.

**SUMMARY:**

The purpose of this report is to provide a summary of the Library services survey conducted in March/April 2015.

**OFFICER'S RECOMMENDATION:**

That the report be received and noted.

**COMMITTEE'S RECOMMENDATION:**

That the report be received and noted.

**BACKGROUND:**

A review of Library services was conducted in March 2015 with 3 key objectives:

- Ascertain if the current opening hours suited the needs of Uralla residents or if different hours were preferred
- Understand what other services the community may want offered from the Library
- Gain understanding of the access to Central Northern Regional Libraries and online services that are provided through Council's affiliated Library services.

**REPORT:**

The complete survey results are contained in Attachment A.

**Highlights from surveys:**

A large number of respondents are interested in the Library hosting the following:

# REPORTS FROM THE CORPORATE & COMMUNITY COMMITTEE

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25 May 2015

- **Children's activities – 12**
- **Community events – 37**
- Author talks – 44
- School holiday activities – 16
- Technology & internet training – 41

The Library hours suit the majority of respondents; however it should be noted future Library hours will need to be balanced with financial expenditure and other potential services that can be provided from the Library. USC Library is the only Central Northern Regional Library branch open on both weekend days.

Access levels of online resources are low – further promotion of these services and better links on Council's website are therefore required.

## **CONCLUSION:**

The survey results will be used in future planning for the Library services

## **COUNCIL IMPLICATIONS:**

- 1. Community Engagement/ Communication (per engagement strategy)**  
Survey of community members on the Library services – 86 responses received
- 2. Policy and Regulation**  
NA
- 3. Financial (LTFP)**  
NA
- 4. Asset Management (AMS)**  
NA
- 5. Workforce (WMS)**  
Opening hours have implications on salaries for overtime.
- 6. Legal and Risk Management**  
NA
- 7. Performance Measures**  
NA
- 8. Project Management**  
NA

Olivia Wood  
Executive Manager Community Culture

Prepared by staff member: Olivia Wood  
Approved/Reviewed by Manager: Damien Connor  
Department: Community and Culture  
Attachments: A. Library Survey results

REPORTS FROM THE CORPORATE & COMMUNITY  
COMMITTEE

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25 May 2015

ATTACHMENT A



Uralla Shire Council Library  
User Survey 2015

86 Surveys

This survey is being carried out to identify ways in which Uralla Shire Council Library services can be improved. Please help by completing the following questions.

**1. What is your gender? (Please tick)**

Male – 20

Female - 65

**2. What is your age group? (Please tick)**

13 to 19 years - 4

20 to 34 years - 1

35 to 49 years – 10

50 to 64 years – 27

65 years and over - 44

**3. Frequency that you visit the library? (Please tick)**

More than once a week - 10

Weekly - 13

Fortnightly - 17

Monthly - 10

1 to 4 times a year - 20

Never - 13

**4. Reasons you have visited the library in the past 12 months?**

*(Please tick all that apply)*

Borrow a book – 56

Borrow DVDs/CDs – 38

Find a quiet space to read – 7

Public internet (including Wi-Fi) - 25

Study & Research - 14

Family History - 10

Meet Friends - 6

Attend an event or group meeting – 11

Other – Work, Photocopying, Set up displays, Storytime, Technology training, Tech Savvy for Seniors, Public Displays, Launch



# REPORTS FROM THE CORPORATE & COMMUNITY COMMITTEE

---

25 May 2015

## 5. Activities & Programs

Would you be interested in the Library hosting any of the following activities? *(Please tick all that apply)*

Children's activities - 12  
Community events – 37  
Author talks – 44  
School holiday activities - 16  
Technology & internet training – 41

## 6. Library Website

Uralla Shire Council Library is a branch of the Central Northern Regional Library based in Tamworth. *(Please circle Y [Yes] or N [No])*

- Have you accessed the Central Northern Regional Library collection via the Library website ([www.cnl.nsw.gov.au](http://www.cnl.nsw.gov.au))?  
Y - 24  
N - 52
- Have you used the Library website to reserve books, download music or e-books, or view magazines?  
Y - 14  
N - 60
- Are you aware that you can receive email alerts when books on a selected subject, or by a selected author, first appear in the Library?  
Y - 17  
N - 57
- Would you like to attend a training session to learn how to get the most from the Library's website? Y - 35  
N - 36

## 7. Current Library Opening Hours

Mon/Wed/Thurs	2:00pm to 6:00pm
Tuesday	10:00am to 4:00pm
Friday	10:00am to 12:00noon & 2:00pm to 6:00pm
Saturday	9:30am to 12:30pm
Sunday	2:00pm to 5:00pm

Do the current opening hours suit you? *(Please circle Y [Yes] or N [No])*

# REPORTS FROM THE CORPORATE & COMMUNITY COMMITTEE

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25 May 2015

Y - 56

N - 11

What hours suit your needs best? (Please tick all that apply)

Mon-Fri mornings - 28

Mon-Fri afternoons - 46

Saturday - 35

Sunday - 29

## 8. Ideas

Please let us know if you have any ideas that may help us with future plans for the Library.

- *That the library always remains flexible and willing to embrace new things.*
- *A scrabble morning once a fortnight.*
- *More internet training.*
- *An extra person at the library, I think it gets too busy for one person.*
- *Fresh books from main library.*
- *Learning about how to reserve and use the library website. I think the library should be used more for community meetings & gatherings. It would be nice if the library had small meeting rooms or study rooms.*
- *Running a small books festival, having a friends of the library group, book review blog.*
- *Name badges.*
- *Please maintain the service, if not expand it. Our library is a great resource, run by capable people and we appreciate that.*
- *Keep it.*
- *Very happy with the service provided, it suits my needs.*
- *I'd like to see the space as you come into the library used either for more resources or displays, or perhaps as an area where people can sit and read the paper and relax. Thanks Judy, you do a great job!*
- *Expand military and historical section and maybe have photography courses.*
- *This is such a valuable resource. I hope it remains available to all to use. Thank you to the very helpful staff.*
- *Separate computer space for kids; they make too much noise when playing games + often come in groups. Don't kids these days get enough computer/screen time already (at) school/home??*
- *Is there a reason Uralla Shire has only included ONE of its libraries on this survey? Perhaps a survey RE Bundarra library? Why is Bundarra not listed?*

## REPORTS FROM THE CORPORATE & COMMUNITY COMMITTEE

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25 May 2015

*We have a library HERE. I would visit Bundarra library if it was OPEN. NOTE no questions apply to Bundarra Library in this survey.*

- *Great library, great staff.*
- *The library is such a shambles we simply can't be bothered with it. Get the books in proper order. Have someone knowledgeable in charge. Tidy it up. It's supposed to be an educational facility. Move it all to Armidale.*
- *Be sure to maintain the very high level of personal service that is so very much an asset.*
- *We rarely visit Uralla, so don't use the library. I did join it years ago when we moved to Invergowrie but found it inconvenient to visit.*
- *Activities in the library are well catered for and well patronised. I am here this a.m. with my grandchildren. I have attended many events in the library. I find the library staff are an important part of this accessibility, and can only praise them.*
- *Enlarge internet capabilities, perhaps internet café. Continue internet, kindle training. Bring community into library through exhibitions – photo, art etc.*
- *Continue offering current activities. Keep up the wonderful work at the library!*
- *I cover the NE area in my job. Public libraries are two things to me – a brilliant resource & work space. I spend up to 4 hours each time I visit the library setting up my "mobile office". As a result I've met several community groups, joining in the knitting (for example) and accessed essential resources such as photocopying. Fight government spending cuts affecting public libraries, publicise and support campaigns that seek to STOP regressive government policies.*
- *An excellent library with very friendly and helpful staff.*
- *Study rooms so that noise and distractions can be reduced.*
- *I appreciate the use of computers for internet/email, and use of the photocopier and would be pleased to see it continue if possible.*
- *Mobile service to Kingstown or McMaugh.*
- *I would prefer that the library opening hours were consistent throughout each week day. Currently it is hard to remember the different opening hours.*
- *Thank you for providing such a great place. Also appreciate staff esp. Judy. An extension to opening hours would be good.*
- *It would be good if you could get a bigger range of movies (DVDS) to borrow. Armidale library has a fantastic collection but not everyone can travel there. Also pensioners cannot afford to always hire DVDS commercially. Also regarding purchasing books for the library, perhaps more biographies (especially good ones about true stories of people overcoming things in life). That sort of reading encourages people & gives them renewed hope in life.*
- *Links to Radio National Book Club, links to release of Children's Book Awards – assists literacy and reading for young people. I would be motivated to help with these.*

# REPORTS FROM THE CORPORATE & COMMUNITY COMMITTEE

25 May 2015



## REPORT TO COUNCIL

<b>Department:</b>	Finance
<b>Submitted by:</b>	General Manager
<b>Reference:</b>	1.18.05.02
<b>Subject:</b>	2014/15 - 3rd Quarter Budget Review Statements

### LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

**Objective:** Council is operated efficiently and effectively  
**Strategy:** Finances are managed in accordance with regulatory requirements  
**Action:** Complete budget review statements in-line with statutory requirements

### SUMMARY:

The purpose of this report is to present to Council a review of the budget for the third quarter of the 2014/15 financial year.

Attached to this report are the revised quarterly budget review statements for the third quarter ending 31 March 2015.

### OFFICER'S RECOMMENDATION:

1. That the third quarter budget review summary for the 2014/15 financial year be received and noted; and
2. That the adjustments to budget allocations, including transfers to and from reserves, be adopted.

### COMMITTEE'S RECOMMENDATION:

1. That the third quarter budget review summary for the 2014/15 financial year be received and noted; and
2. That the adjustments to budget allocations, including transfers to and from reserves, be adopted.

### BACKGROUND:

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)). Also, in compliance with the Local Government (General) Regulation, Council's Responsible Accounting Officer must include with the budget review report an opinion on the financial position of Council and any recommendations for remedial action if required. As such the third quarterly review for the 2014/15 financial year has been prepared and attached for Council's review.

# REPORTS FROM THE CORPORATE & COMMUNITY COMMITTEE

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25 May 2015

## **REPORT:**

The attached budget report statements show a revised third quarter result for 2014/15, which has seen the estimated operating result improve from the second quarter and the cash result improve slightly as well; the details are as follows:

- Council's revised Operating Result for 2014/15 (before income from grants and contributions for capital purposes are added in), is a deficit of \$315,442 on a consolidated basis.
- When presented as individual funds the revised result is made up of a deficit of \$483,005 for General Fund, a surplus of \$123,981 for Water Fund, a surplus of \$13,236 for Sewer Fund and a surplus of \$30,346 for McMaugh Gardens.
- On a funded basis (cash budget), the General Fund result is a surplus of \$1,019 as at the third quarter review, being an improvement in Council's working funds of \$57,793.
- Water and Sewer fund changes have been offset by transfers to/from restricted assets with a nil affect to funds on hand, resulting in increases to the restricted assets of \$237,526 and \$85,345 respectively.

As this is the third quarter budget review there have been a number of corrections to the allocations of budget estimates between line items in order to align them with actual expenditure to date. These in and out movements have no effect on the budget results.

The main proposed changes to budget estimates that have an impact on the budget results are outlined in the Income and Expenditure Statement Variations page contained within the attached 3<sup>rd</sup> quarter budget review statements.

## **Issues**

Council's operating result on a consolidated basis is a deficit of \$315,442. When this consolidated result is analysed further it becomes apparent that the operating result is attributable to the General Fund, with a deficit result of \$452,659, whilst Water and Sewer Funds are forecast to achieve surpluses of \$123,981 and \$13,236 respectively for 2014/15.

A deficit operating result for General Fund is not sustainable in the mid to long term and will require rectifying with the view to returning to at least a small surplus as soon as is practical, (and a slightly larger surplus if Council is considering growing its asset base).

A strong commitment will be required to addressing the General Fund operating result, because if no action is taken on this front then the consequences may include Council's net asset stock being run down, cash and reserves falling to undesirable levels, current policy settings and service levels won't be able to be sustained and the addition of any new assets won't be possible.

The operating result for the Water and Sewer funds is currently acceptable; however, these results will also need to continue to be managed to ensure that these relatively modest surplus results aren't eroded and pricing isn't set any higher than is absolutely required.

# REPORTS FROM THE CORPORATE & COMMUNITY COMMITTEE

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25 May 2015

As was discussed at the second quarterly budget review, Council's current budget is delivering an unprecedented spend on its capital renewal and replacement program; however, this has required funding from outside of Council's 2014/15 operating revenue in order to deliver it.

## **Conclusion**

The budgeted operating result for General Fund being an estimated \$452,659 deficit, combined with the results in this regard over previous financial years, indicates a long running structural in-balance between Council's annual expenditure and annual income. This is very common in NSW Councils due primarily to the effects of rate pegging and cost shifting from other levels of government.

Irrespective of this, deficits budgets will be unable to be sustained for any longer than the very near term, which ultimately means that Council will either need to increase its annual operating income to match planned expenditure requirements or cut both annual expenditure and capital expenditure programs to a level which can be funded through current income levels, (or a combination of both), in order to bring Council's operations back into balance and ultimately provide a sustainable position for the longer term.

The projected 2014/15 budget again emphasises the challenge ahead for Council in finding the right mix of asset and service levels and financial sustainability, whilst keeping rates and charges at the most equitable level for the community. With the approach of a new era in local government these issues will continue to be at the forefront of Council discussions.

## **COUNCIL IMPLICATIONS:**

### **1. Community Engagement/ Communication**

Not required.

### **2. Policy and Regulation**

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

### **3. 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.

### **4. Asset Management (AMS)**

N/A

### **5. Workforce (WMS)**

N/A

### **6. Legal and Risk Management**

N/A

### **7. Performance Measures**

N/A

# REPORTS FROM THE CORPORATE & COMMUNITY COMMITTEE

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25 May 2015

**8. Project Management**  
N/A

**Damien Connor**  
**General Manager**

Prepared by staff member: Damien Connor  
Approved/Reviewed by Manager: Damien Connor  
Department: Finance  
Attachments: B. 3rd Quarter Budget Review Statements

**Quarterly Budget Review Statement**  
for the Period 01/07/2014 to 31/03/2015

**Uralla Council**  
**Income & Expenses Budget Review Statement**  
**Consolidated**  
Budget review for the quarter ended 31 March 2015

(\$000's)	Original Budget 2014-15	Revised Budget 2014-15	Variations for this Mar QBRS	Notes	Projected Year End Result	Actual YTD figures
<b>Income</b>						
General Fund	18,715	18,751	56		18,807	14,699 78%
McMaugh Gardens	2,250	2,250	(88)		2,162	2,010 93%
Water Supplies	1,024	1,024	(110)		914	662 72%
Sewer Services	584	584	1		585	583 100%
<b>Total Income from Continuing Operations</b>	<b>22,573</b>	<b>22,609</b>	<b>(141)</b>		<b>22,468</b>	<b>17,954 80%</b>
<b>Expenses</b>						
General Fund	16,304	15,961	(213)		15,748	11,339 72%
McMaugh Gardens	2,074	2,211	(79)		2,132	1,678 79%
Water Supplies	681	842	(52)		790	496 63%
Sewer Services	435	530	41		571	380 67%
<b>Total Expenses from Continuing Operations</b>	<b>19,494</b>	<b>19,544</b>	<b>(303)</b>		<b>19,241</b>	<b>13,893 72%</b>
<b>Net Operating Result from Continuing Operations</b>	<b>3,079</b>	<b>3,065</b>	<b>162</b>	1	<b>3,227</b>	<b>4,061</b>
<b>Net Operating Result before Capital Items</b>	<b>(745)</b>	<b>(759)</b>	<b>444</b>	2	<b>(315)</b>	



**Income & Expenses Budget Review Statement**  
**Recommended changes to revised budget**

Budget Variations include the following material items:

**Notes Details**

- 
- |   |  |
|---|--|
| 1 | Decrease in income from investments - \$-210,000 - Interest income far lower than original estimates<br>Decrease in rates income - \$-32,000 - Original estimate too high<br>Decrease in statutory fees and charges income - \$-22,000 - Original estimate too high<br>Increase in waste management operating cost - \$93,330 - Collection exp understated and annual charge income overstated<br>Decrease in Corporate services operating expenditure - \$20,000<br>Increase in grant income - \$316,795 - Expense included but income wasn't identified previously<br>Decrease in private works operating profit - Original estimate of works to be carried-out too high<br>Increase in profit on sale of assets - \$226,045 - Not previously included |
| 2 | Grants & Contributions for Capital purposes previously overstated by \$500,000 in the calculation of Operating Result before capital grants and contributions.   |
- 
- 
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## Uralla Shire Council Operating Result

Function	Expenses	Revenues	Operating Result
Civic Business	200,212	-	(200,212)
Corporate Services	754,168	(5,145,498)	4,391,330
Community & Culture	6,408,581	(5,911,860)	(496,721)
Infrastructure & Regulation	10,516,556	(9,912,095)	(604,461)
Water Supplies	789,565	(913,546)	123,981
Sewer Services	571,788	(585,024)	13,236
<b>TOTALS-Functions</b>	<b>19,240,870</b>	<b>(22,468,023)</b>	<b>3,227,153</b>

### Add-expenses not involving flows of funds

Depreciation	4,250,228	4,250,228
Unwinding of Present Value Discounts & Premiums	-	-
Increase in employee leave entitlements	-	-
<b>Subtract-Income not involving flow of funds</b>	-	-
Non cash contributions(eg.land)	-	-
<b>Sub-total</b>	<b>4,250,228</b>	<b>4,250,228</b>

### Add-non operating funds employed

Carrying amount of assets sold	-	-
Cost of real estate assets sold	-	-
Transfer from Restricted Assets	117,573	117,573
Transfer from Unexpended Grants	-	-
Transfer from Unexpended Contributions	-	-
Loan funds	2,000,000	2,000,000
Other debt finance	-	-
Repayments by deferred debtors	-	-
<b>Sub-total</b>	<b>2,117,573</b>	<b>2,117,573</b>

### Subtract funds deployed for non operating purposes

Acquisition of assets	7,151,470	7,151,470
Overheads Capitalised	557,249	557,249
Development of real estate	-	-
Transfer to Unexpended Grants	480,458	480,458
Repayments of loans	111,682	111,682
Repayments of other debts	-	-
Transfer to Restricted Assets	1,293,076	1,293,076
<b>Sub-total</b>	<b>9,593,935</b>	<b>9,593,935</b>

### Adjust unexpended grants and cont rec during the year

Unexpended specific purpose grants	-	-
Developer Contributions (S.94 and S.64)	-	-
<b>Sub-total</b>	<b>-</b>	<b>-</b>

### Estimated budget result (Cash)

Surplus or (Deficit)	1,019
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Operating Result - including Grants & Contributions for Capital purposes  
 Capital Grants & Contributions received  
 Operating Result - excluding Grants & Contributions for Capital purposes

3,227,153
3,542,595
(315,442)

**MARCH QUARTER BUDGET REVIEW - ESTIMATED RESULTS SUMMARY**

	Consolidated	General	Water	Sewer	McMaugh's
Operating Revenue	-\$ 22,468,023	-\$ 18,807,453	-\$ 913,546	-\$ 585,024	-\$ 2,162,000
Operating Expenditure	\$ 19,240,870	\$ 15,747,863	\$ 789,565	\$ 571,788	\$ 2,131,654
<b>OPERATING RESULT (inc)</b>	<b>-\$ 3,227,153</b>	<b>-\$ 3,059,590</b>	<b>-\$ 123,981</b>	<b>-\$ 13,236</b>	<b>-\$ 30,346</b>
<i>(Inc Capital Grants)</i>					
Capital Grants	\$ 3,542,595	\$ 3,542,595	\$ -	\$ -	\$ -
<b>OPERATING RESULT (exc)</b>	<b>\$ 315,442</b>	<b>\$ 483,005</b>	<b>-\$ 123,981</b>	<b>-\$ 13,236</b>	<b>-\$ 30,346</b>
<i>(Exc Capital Grants)</i>					
Operating Result (inc)	-\$ 3,227,153	-\$ 3,059,590	-\$ 123,981	-\$ 13,236	-\$ 30,346
Depreciation & Remediation	-\$ 4,250,228	-\$ 3,712,663	-\$ 273,700	-\$ 183,475	-\$ 80,390
Loan Funds Utilised	-\$ 2,000,000	-\$ 2,000,000	\$ -	\$ -	\$ -
Repayment of Loans (Principal)	\$ 111,682	\$ 111,682	\$ -	\$ -	\$ -
Non-Operating Transfers	\$ 1,655,961	\$ 1,322,885	\$ 237,526	\$ 85,345	\$ 10,205
Capital Expenditure	\$ 7,708,719	\$ 7,336,667	\$ 160,155	\$ 111,366	\$ 100,531
<b>BUDGET RESULT (CASH)</b>	<b>-\$ 1,019</b>	<b>-\$ 1,019</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<i>Asset Renewal &amp; Replacement</i>					
Asset Renewal & Replacement	\$ 4,190,354	\$ 3,818,302	\$ 160,155	\$ 111,366	\$ 100,531
<i>New/Ugraded Assets</i>					
New/Ugraded Assets	\$ 3,518,365	\$ 3,518,365	\$ -	\$ -	\$ -
<i>Total Capital Works</i>					
Total Capital Works	\$ 7,708,719	\$ 7,336,667	\$ 160,155	\$ 111,366	\$ 100,531
<i>Infrastructure Renewal Result</i>					
Infrastructure Renewal Result	-\$ 59,874	\$ 105,639	-\$ 113,545	-\$ 72,109	\$ 20,141
<i>Infrastructure Ratio</i>					
Infrastructure Ratio	1.87	2.09	0.52	0.56	1.04
<b>RENEWAL RATIO</b>					
	<b>99%</b>	<b>103%</b>	<b>59%</b>	<b>61%</b>	<b>125%</b>

# Uralla Shire Council

## Summary - Expenditure & Revenue

Description	Estimate 2014/15
<b>Operating Expenditure</b>	
Civic Business	200,212
Corporate Services	754,168
Community & Culture	6,408,581
Infrastructure & Regulation	10,516,556
<b>General - Sub Total</b>	<b>17,879,517</b>
Water	789,565
Sewer	571,788
<b>Total Operating Expenditure</b>	<b>19,240,870</b>
<b>Operating Revenues</b>	
Civic Business	-
Corporate Services	(5,145,498)
Community & Culture	(5,911,860)
Infrastructure & Regulation	(9,912,095)
<b>General - Sub Total</b>	<b>(20,969,453)</b>
Water	(913,546)
Sewer	(585,024)
<b>Total Operating Revenues</b>	<b>(22,468,023)</b>
<b>Non Operating Movements</b>	
Civic Business	20,000
Corporate Services	(1,326,063)
Community & Culture	(20,652)
Infrastructure & Regulation	4,415,632
<b>General - Sub Total</b>	<b>3,088,917</b>
Water	123,981
Sewer	13,236
<b>Total Non Operating Movements</b>	<b>3,226,134</b>
<b>Net Cost General Fund</b>	<b>(1,019)</b>
<b>Net Cost Water Supplies</b>	<b>-</b>
<b>Net Cost Sewerage Services</b>	<b>-</b>
<b>Net Cost To Council</b>	<b>(1,019)</b>

**Uralla Shire Council  
2014/15 March Quarter Review**

**Summary - Departments Operating Results**

Description	Budget Estimate Dec-14	Revised Estimate Mar-15	Actual to Apr-15	Balance Remaining Apr-15	% Revised Estimate
<b><u>Operating Expenditure</u></b>					
Civic Business	604,946	596,123	447,914	148,209	75%
Corporate Services	325,630	358,257	263,529	94,728	74%
Community & Culture	6,473,879	6,408,581	4,706,457	1,702,124	73%
Infrastructure & Regulation	10,630,339	10,516,556	7,598,827	2,917,729	72%
Water Supplies	865,696	789,565	496,086	293,479	63%
Sewerage Service	643,445	571,788	380,104	191,684	66%
<b>Operating Expenditure TOTAL</b>	<b>19,543,935</b>	<b>19,240,870</b>	<b>13,892,916</b>	<b>5,347,954</b>	<b>72%</b>
<b><u>Operating Income</u></b>					
Civic Business	(1,500)	(5,500)	(4,526)	(974)	82%
Corporate Services	(5,393,904)	(5,139,998)	(4,725,461)	(414,537)	92%
Community & Culture	(6,008,739)	(5,911,860)	(5,389,572)	(522,288)	91%
Infrastructure & Regulation	(9,597,528)	(9,912,095)	(6,589,620)	(3,322,475)	66%
Water Supplies	(1,023,851)	(913,546)	(661,676)	(251,870)	72%
Sewerage Service	(583,874)	(585,024)	(583,151)	(1,873)	100%
<b>Operating Income TOTAL</b>	<b>(22,609,396)</b>	<b>(22,468,023)</b>	<b>(17,954,006)</b>	<b>(4,514,017)</b>	<b>80%</b>
<b><u>Operating Result</u></b>					
Civic Business	603,446	590,623	443,388	147,235	
Corporate Services	(5,068,274)	(4,781,741)	(4,461,931)	(319,810)	
Community & Culture	465,140	496,721	(683,116)	1,179,837	
Infrastructure & Regulation	1,032,811	604,461	1,009,206	(404,745)	
Water Supplies	(158,155)	(123,981)	(165,590)	41,609	
Sewerage Service	59,571	(13,236)	(203,047)	189,811	
<b>Operating Result TOTAL</b>	<b>(3,065,461)</b>	<b>(3,227,153)</b>	<b>(4,061,090)</b>	<b>833,937</b>	
<b>Consolidated Operating Result (inc)</b>	<b>(3,065,461)</b>	<b>(3,227,153)</b>	<b>(4,061,090)</b>	<b>833,937</b>	

**Uralla Shire Council**

**Capital Budget Review Statement**

Budget review for the quarter ended 31 March 2015  
 Capital Budget - Consolidated

(\$000's)

**Capital Expenditure**

	Original Budget 2014/15	Revised Budget 2014/15	Variations for this Mar QBRs	Notes	Projected Year End Result
- General	6,912	7,257	80		7,337
- Water	152	152	8		160
- Sewer	103	103	8		111
- McMaugh Gardens	84	84	16		100
Loan Repayments (Principal)	112	112	-		112
<b>Total Capital Expenditure</b>	<b>7,363</b>	<b>7,708</b>	<b>112</b>		<b>7,820</b>

**Capital Funding**

2014/15 General Fund Income	2,525	2,570	-		2,570
Unrestricted Cash Reserves:	596	-	-		-
Capital Grants & Contributions	3,481	3,543	-		3,543
Loan Funds	-	1,040	-		1,040
Receipts from Sale of Assets	422	216	-		216
Reserves:					
- Developer Contributions	-	-	-		-
- General Restricted Assets	-	-	80		80
- Water & Sewer Restricted Assets	255	255	16		271
- McMaugh Gardens Restricted Assets	84	84	16		100
<b>Total Capital Funding</b>	<b>7,363</b>	<b>7,708</b>	<b>112</b>		<b>7,820</b>

**Net Capital Funding**

	-	-	-		-
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**Quarterly Budget Review Statement**  
 for the period 01/07/14 to 31/03/15

Uralla Shire Council

**Cash & Investments Budget Review Statement**

Budget review for the quarter ended 31 March 2015  
**Cash & Investments - Council Consolidated**

	Original Budget 2014-15	Revised Budget 2014-15	Variations for this Mar QBRS	Projected Year End Result
<b>(\$000's)</b>				
<b>Externally Restricted</b>				
Developer Contributions - General	418	418	-	418
Developer Contributions - Water Fund	-	-	-	-
Developer Contributions - Sewer Fund	-	-	-	-
Water Supplies	1,044	1,044	237	1,281
Sewerage Services	1,310	1,310	85	1,395
McMaugh Gardens	1,180	1,180	10	1,190
Unexpended Grants	-	-	424	424
<b>Total Externally Restricted</b>	<b>3,952</b>	<b>3,952</b>	<b>756</b>	<b>4,708</b>
<b>Internally Restricted</b>				
Plant & Vehicle Replacement	500	500	(80)	420
Employees Leave Entitlement	550	550	(37)	513
Accommodation Bond Guarantees	1,363	1,363	-	1,363
Community Care	328	328	-	328
Waste Management	-	-	-	-
Strategic Development	-	600	360	960
Carry Forward Works	20	-	-	-
<b>Total Internally Restricted</b>	<b>2,761</b>	<b>3,341</b>	<b>243</b>	<b>3,584</b>
<b>Unrestricted (ie. available after the above Restrictions)</b>	<b>117</b>	<b>46</b>	<b>72</b>	<b>118</b>
<b>Total Cash &amp; Investments</b>	<b>6,830</b>	<b>7,339</b>	<b>1,071</b>	<b>8,410</b>

**Report by Responsible Accounting Officer**

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

It is my opinion the Quarterly Budget Review Statement for Uralla Shire Council for the quarter ended 31 March 2015 indicates that Council's projected financial position at 30/06/2015 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the originally budgeted income and expenditure.

**Signed:**

\_\_\_\_\_

Damien Connor  
Responsible Accounting Officer



# REPORTS FROM THE CORPORATE & COMMUNITY COMMITTEE

25 May 2015



## REPORT TO COUNCIL

<b>Department:</b>	Finance
<b>Submitted by:</b>	Acting Chief Financial Officer
<b>Reference:</b>	1.18.05.03
<b>Subject:</b>	Cash at Bank and Investments

### LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

**Objective:** *Council is operating efficiently and effectively.*

**Strategy:** *To invest surplus funds for the best advantage of Council, within Council's Policies and Local Government Guidelines.*

**Action:** *Invest surplus funds principally in term deposits with a spread of risk.*

### SUMMARY:

The purpose of this report is to present a summary of bank accounts, term deposits, cash management account and investment in structured credit instruments.

### OFFICER'S RECOMMENDATION:

**That:**

**Council note the cash position as at 30 April, 2015 consisting of cash and overnight funds of \$796,022.28, term deposits of \$5,005,386.99 totalling \$5,801,409.27 of readily convertible funds.**

### COMMITTEE'S RECOMMENDATION:

**That:**

**Council note the cash position as at 30 April, 2015 consisting of cash and overnight funds of \$796,022.28, term deposits of \$5,005,386.99 totalling \$5,801,409.27 of readily convertible funds.**

### BACKGROUND:

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

### REPORT:

Current Term Deposits of \$5,005,386.99 spread over the next four months will receive a range of interest from 2.76% to 3.31% with an average rate of 3.05%. Diary of maturing dates and amounts is attached.

# REPORTS FROM THE CORPORATE & COMMUNITY COMMITTEE

---

25 May 2015

Council's General Fund bank balances (listed in the attachments) have been reconciled to the bank statement as at 30 April 2015.

## KEY ISSUES:

Continuing low interest rates are resulting in loss of investment income as estimated in the 2014-15 budget. This will be reported as part of the 3<sup>rd</sup> Quarterly Budget Review Report to be presented to Council.

## COUNCIL IMPLICATIONS:

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

N/A

**2. Policy and Regulation**

Local Government Act 1993

Local Government (General) Regulations 2005

Order of the Minister re Investments

**3. Financial (LTFP)**

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

**4. Asset Management (AMS)**

N/A

**5. Workforce (WMS)**

N/A

**6. Legal and Risk Management**

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

**7. Performance Measures**

N/A

**8. Project Management**

N/A

**Graham Kellett**

**Acting Chief Financial Officer**

Prepared by staff member: Graham Kellett

TRIM Reference Number: U14/287

Approved/Reviewed by Manager: Damien Connor

Department: Finance

Attachments: B. Council's Investments as 30 April 2015  
C. Diary of Investment Maturity Dates and Amounts

# REPORTS FROM THE CORPORATE & COMMUNITY COMMITTEE

25 May 2015

ATTACHMENT C

## INVESTMENTS AT 30 APRIL 2015

### Cash at Bank – Operating Accounts:

Institution	Account	Bank Statement
National Australia Bank	Main Account	\$142,115.17
National Australia Bank	Trust Account	\$31,296.33
New England Credit Union	Bundarra RTC	\$22,364.45
<b>Total</b>		<b>\$195,775.95</b>

### Business Investment (Cash Management) Account

Institution	Interest rate	Balance
National Australia Bank	2.00%	\$600,246.33
<b>Total</b>		<b>\$600,246.33</b>

### Term Deposits:

Institution	Interest rate	Maturity	Balance
Community Mutual	2.94%	11/05/2015	\$500,000.00
NAB	3.07%	15/05/2015	\$500,000.00
Newcastle Permanent	3.10%	18/05/2015	\$300,000.00
NAB	3.12%	31/05/2015	\$500,000.00
Newcastle Permanent	3.00%	09/06/2015	\$1,300,000.00
Newcastle Permanent	3.00%	15/06/2015	\$500,000.00
Community Mutual	3.20%	26/06/2015	\$400,000.00
Community Mutual	3.31%	13/07/2015	\$500,000.00
Community Mutual	2.76%	15/08/2015	\$505,386.99
<b>Total</b>			<b>\$5,005,386.99</b>

### Financial Instruments through Lehman Brothers Australia:

Structured Credit	Maturity Date	Face Value at Acquisition	Current Book Value at 30 June 2013
Parkes 1A AAA	Jun-15	\$250,000.00	\$0.00
<b>Total</b>		<b>\$250,000.00</b>	<b>\$0.00</b>

URALLA SHIRE COUNCIL

Diary of Current Investments in Term Deposits

30/04/2015

Maturing	Financial Institution	Term	Reference	Amount	Rate	Interest	Days	Total
11/05/2015	Community Mutual Term Deposit	3 months	638207 - 39664	500,000.00	2.94%	3,624.66	90	503,624.66
15/05/2015	NAB Term Deposit	3 months	18 757 7706	500,000.00	3.07%	3,784.93	90	503,784.93
18/05/2015	Newcastle Permanent Term Deposit	3 months	26752	300,000.00	3.10%	2,318.63	91	302,318.63
31/05/2015	NAB Term Deposit	3 months	94-376-8138	500,000.00	3.12%	3,846.58	90	503,846.58
9/06/2015	Newcastle Permanent Term Deposit	3 months	26934	1,300,000.00	3.00%	9,830.14	92	1,309,830.14
15/06/2015	Newcastle Permanent Term Deposit	3 months	26994	500,000.00	3.00%	3,739.73	91	503,739.73
26/06/2015	Community Mutual Term Deposit	5 months	638207 - 29196	400,000.00	3.20%	5,260.27	150	405,260.27
13/07/2015	Community Mutual Term Deposit	6 months	638207 - 39665	500,000.00	3.31%	8,297.67	183	508,297.67
15/08/2015	Community Mutual Term Deposit	4 months	638207 - 34497	505,386.99	2.75%	4,569.25	120	509,956.24
				<u>5,005,386.99</u>		<u>45,271.85</u>		<u>5,050,658.84</u>
					2.98%		111	
				1,000,000.00			Current month	1,800,000.00
				1,905,386.99			1 month	2,200,000.00
				2,100,000.00			2 months	500,000.00
				<u>5,005,386.99</u>			3 months	505,386.99
							4 months	
							5 months	
							6 months	
								<u>5,005,386.99</u>



REPORTS FROM THE  
ENVIRONMENT, DEVELOPMENT  
& INFRASTRUCTURE  
COMMITTEE

25 May 2015

17. Reports from the Environment, Development &  
Infrastructure Committee

REPORTS FROM THE ENVIRONMENT,  
DEVELOPMENT & INFRASTRUCTURE COMMITTEE

# REPORTS FROM THE ENVIRONMENT, DEVELOPMENT & INFRASTRUCTURE COMMITTEE

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25 May 2015

<b>Infrastructure &amp; Regulation</b> .....	<b>2</b>
<b>2.18.05.01</b> .....	<b>2</b>
Development Approvals and Refusals for April 2015.....	2
Attachments:.....	7
Nil.....	7
<b>Infrastructure &amp; Regulation</b> .....	<b>8</b>
<b>2.18.05.02</b> .....	<b>8</b>
Works Progress Report to 1 May 2015.....	8
Attachments:.....	9
Nil.....	9
<b>Infrastructure &amp; Regulation</b> .....	<b>10</b>
<b>2.18.05.03</b> .....	10
Works Planning Report May 2015.....	10
Attachments:.....	11
Nil.....	11
<b>Technical Services – Division Decision</b> .....	<b>12</b>
<b>2.18.05.04</b> .....	<b>12</b>
Planning Proposal - ALTERATION OF GATEWAY DETERMINATION.....	12
Attachments:.....	13
A. Alteration to Gateway Determination – 28 April 2015.....	13

# REPORTS FROM THE ENVIRONMENT, DEVELOPMENT & INFRASTRUCTURE COMMITTEE



## REPORT TO COUNCIL

<b>Department:</b>	<b>Infrastructure &amp; Regulation</b>
<b>Submitted by:</b>	Director of Infrastructure & Regulation
<b>Reference:</b>	2.18.05.01
<b>Subject:</b>	Development Approvals and Refusals for April 2015

### LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

<b>Objective:</b>	To ensure that Development Applications and land use enquiries are dealt with as expeditiously as possible.
<b>Strategy:</b>	Actively encouraging the utilisation of Complying Development, by delegations of authority to planning staff, where appropriate.
<b>Action:</b>	Use of Delegation of Authority reported to management and Council monthly.

### SUMMARY:

The following details the development approvals issued by Council and by private certification for April 2015 for the entire local government area. A listing of development applications outstanding with a status as at the end of April 2015 has also been provided.

For information purposes a summary of the development values is provided from January 2006 until the end of April 2015. Similarly, a summary of the number of dwellings approved within the local government area from 1 January 2000 until the end of April 2015 is provided.

The number of applications lapsing in October 2015 is also listed for information purposes.

### OFFICER'S RECOMMENDATION:

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

### COMMITTEE'S RECOMMENDATION:

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

### REPORT:

## REPORTS FROM THE ENVIRONMENT, DEVELOPMENT & INFRASTRUCTURE COMMITTEE

### Development Applications

#### Approvals:

Development Application Number	Applicant	Property	Development
DA-69-2010-2	New England Surveying & Engineering	33-37 Queen Street, Uralla	Modification – Stage 1: Boundary Adjustment Subdivision – Stage 2: 5 Lot Residential Subdivision
DA-15-2015	Mr M Evans	42 Bridge Street, Uralla	Mobile Coffee Station within Commercial Premises
DA-16-2015	Mr J Piddington	40 Kalinda Road, Invergowrie	2 Lot Subdivision
DA-18-2015	Mr G & Mrs M Gleeson	24 Bowline Street, Bundarra	Shed
DA-20-2015	Mr D & Mrs M Lowell	30-32 Bendemeer Street, Bundarra	Shopfront Signage at the Bundarra General Store
DA-21-2015	Ms J E Pickard	192 Dumaresq Road, Saumarez Ponds	Conversion of Shed to Dwelling
DA-22-2015	Dr R & Mrs K Hughes	3 Fitzroy Street, Uralla	Existing Shed Replacement & New Garden Shed
<b>Monthly Estimated Value of Approvals: \$86,115.00</b>			

#### Refusals:

Development Application Number	Applicant	Property	Development
DA-19-2015	Mr P Mabbott	Lot 155, 506 Noalimba Avenue, Kentucky South	Dwelling Entitlement
<b>Monthly Estimated Value of Approvals: \$0.00</b>			

**DAs Withdrawn:** DA-17-2015

#### Comparison to April 2014:

April 2014:	\$436,653.00	April 2015:	\$86,115.00
Year to date: (Calendar Year)	\$1,440,956.00	Year to date: (Calendar Year)	\$2,061,485.00



## REPORTS FROM THE ENVIRONMENT, DEVELOPMENT & INFRASTRUCTURE COMMITTEE

### Development Applications Outstanding

Application Number	Applicant	Property	Development	Status
DA-77-2013	Boresch Project Services	51 Salisbury Street & 21 Queen Street, Uralla	Boundary Adjustment	Awaiting Applicant
DA-69-2014	Boresch Project Services	28 Stringybark Ridge Road, Invergowrie	3 Lot Subdivision	Awaiting Applicant
DA-2-2015	Mr D Williams	94 Quartz Gully Road,	Conversion of Shed to Dwelling	Awaiting Applicant
DA-12-2015	Ms K Smith	55 Budumba Road, Invergowrie	Conversion of Shed to Dwelling	Awaiting Applicant
DA-13-2015	Boresch Project Services	15 Wilkens Street, Uralla	3 Lot Subdivision	Awaiting RFS
DA-23-2015	Ms S Gousteris	38 Gostwyck Street, Uralla	Dwelling & Garage	Under Notification
DA-24-2015	Mr J Kennedy	3242 Thunderbolts Way, Yarrowyck	Boundary Realignment	Awaiting Applicant
DA-25-2015	Ms M Lawrence	1/14 Hill Street, Uralla	Patio Cover	Under Notification
<b>Total: 8</b>				

### Construction Certificates

#### Approved:

Application Number	Applicant	Property	Construction
CC-91-2014	Ms S Parker	29 Rowan Avenue, Uralla	Double Carport & Rear Deck
CC-18-2015	Mr G & Mrs M Gleeson	24 Bowline Street, Bundarra	Shed
<b>Monthly Estimated Value of Approvals: \$48,800.00</b>			

Issued by Private Certifier: Nil

## REPORTS FROM THE ENVIRONMENT, DEVELOPMENT & INFRASTRUCTURE COMMITTEE

### Complying Development Applications

#### Approvals:

Application Number	Applicant	Property	Development
CDC-11-2015	Mr W Mitchell	20 Holloways Lane, Arding	Shed
Monthly Estimated Value of Approvals: \$15,000.00			

Refusals: Nil

#### Issued by Private Certifier:

Application Number	Applicant	Property	Development
CDC-8-2015	Mr A & Mrs E Gray	18 Barloo Road, Invergowrie	Dwelling & Shed
Monthly Estimated Value of Approvals: \$340,000.00			

#### Comparison to April 2014:

April 2014:	\$329,670.00	April 2015:	\$355,000.00
Year to date: (Calendar Year)	\$371,370.00	Year to date: (Calendar Year)	\$1,467,500.00

### Calendar Year Development Values

Year	Total Development Value \$	Average Development Value \$	Development Application Value \$	Complying Development Value \$
2006	6,310,059	42,349	6,310,059	-
2007	7,211,361	44,515	7,211,361	-
2008	9,155,533	56,169	7,393,239	1,762,294
2009	9,290,046	72,578	5,749,162	3,540,884
2010	10,586,972	80,817	5,958,887	4,628,085
2011	6,584,483	51,846	3,449,607	3,134,876
2012	11,390,780	104,503	6,158,718	5,232,062
2013	9,259,318	76,523	4,678,720	4,580,598
2014	8,246,689	69,300	5,657,845	2,588,844
2015	3,528,985	100,828	2,061,485	1,467,500

2015 to date

## REPORTS FROM THE ENVIRONMENT, DEVELOPMENT & INFRASTRUCTURE COMMITTEE

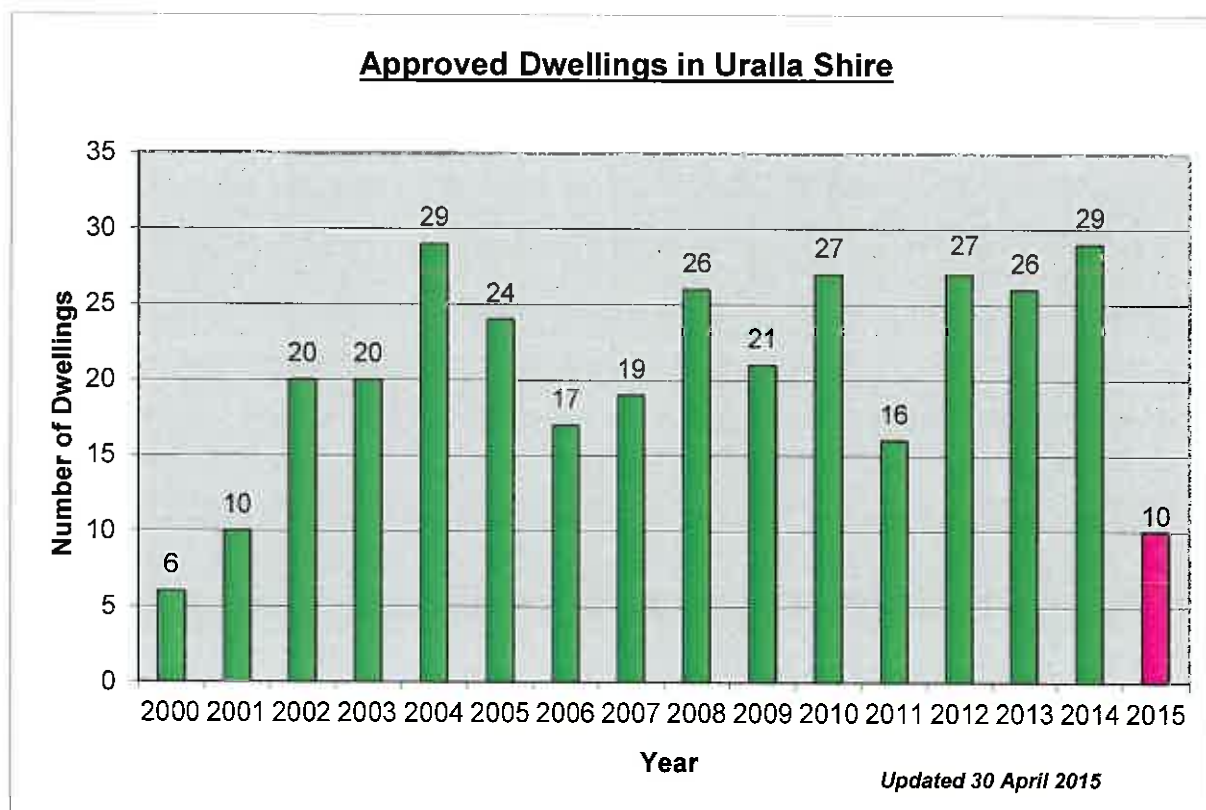
### Financial Year Development Values

Year	Total Development Value \$	Average Development Value \$	Development Application Value \$	Complying Development Value \$
2005-2006	6,090,640	39,808	6,090,640	-
2006-2007	6,302,833	38,668	6,302,833	-
2007-2008	8,128,806	52,444	8,128,806	-
2008-2009	8,095,812	61,332	4,588,050	3,507,762
2009-2010	12,395,113	77,469	7,121,590	5,273,523
2010-2011	8,212,500	73,986	5,023,347	3,189,153
2011-2012	5,986,330	53,449	3,667,764	2,318,566
2012-2013	12,339,996	101,983	6,100,857	6,239,139
2013-2014	8,296,829	76,118	4,653,404	3,643,425
2014-2015	8,915,782	117,343	5,602,808	3,312,974

2014-2015 to date

### Lapsing Applications

The review on expiring development and complying development applications has been carried out for those applications lapsing during October 2015. In October 2010 eleven (11) applications were approved, with one (1) application identified as possibly not commencing as at the end of April 2015.



## REPORTS FROM THE ENVIRONMENT, DEVELOPMENT & INFRASTRUCTURE COMMITTEE

### KEY ISSUES:

- *Development Applications approved by Council for April 2015 – 7*
- *Development Applications refused by Council for April 2015 – 1*
- *Development Applications withdrawn by Applicant for April 2015 – 1*
- *Outstanding Development Applications as at 31 April 2015 – 8*
- *Construction Certificates approved by Council for April 2015 – 2*
- *Construction Certificates refused by Council for April 2015 – 0*
- *Construction Certificates issued by private certification for April 2015 – 0*
- *Complying Development Applications approved by Council for April 2015 – 1*
- *Complying Development Applications refused by Council for April 2015 – 0*
- *Complying Development Applications issued by private certification – 1*
- *Total Development Value for 2015 as at 31 April 2015 – \$86,115*
- *Average Development Value for 2015 as at 31 April 2015 – \$100,828*
- *Development Application Value for 2015 as at 31 April 2015 – \$2,061,485*
- *Complying Development Application Value for 2015 as at 31 April 2015 – \$1,467,500*
- *Applications lapsing in June 2015 that may not have commenced – 1*
- *Approved dwellings as at 31 April 2015 – 10*

**Elizabeth Cumming**  
**Manager of Town Planning & Regulation**

Prepared by staff member:	Administration Officer
TRIM Reference Number:	U12/168
Approved/Reviewed by Manager:	Director of Infrastructure & Regulation
Department:	Infrastructure & Regulation
Attachments:	Nil

REPORTS FROM THE ENVIRONMENT,  
DEVELOPMENT & INFRASTRUCTURE COMMITTEE



REPORT TO COUNCIL

<b>Department:</b>	Infrastructure & Regulation
<b>Submitted by:</b>	Director Infrastructure & Regulation
<b>Reference:</b>	2.18.05.02
<b>Subject:</b>	Works Progress Report to 1 May 2015

**LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

**Objective:** Uralla Shire has safe and effective transport systems  
**Strategy:** Provide, maintain, renew and replace Councils transport network including urban streets and sealed and unsealed roads  
**Action:** Undertake maintenance program in-line with established service levels and intervention points

**SUMMARY:**

This report is to inform Council of the works that have been completed or progressed for the previous month.

**OFFICER'S RECOMMENDATION:**

That the report be received and noted for the works completed or progressed during April 2015.

**COMMITTEE'S RECOMMENDATION:**

That the report be received and noted for the works completed or progressed during April 2015.

**REPORT:**

- 1. Main Road Maintenance**

MR73 North and South	Patching, Mowing, Resealing
MR124	Patching, Mowing
MR132	Maintenance, sign posting
- 2. Sealed Roads Maintenance**

Uralla Streets	Patching, mowing
Bundarra Town Area	Patching
Invergowrie Area	Patching
Kentucky/Wollun Area	Patching
Sealed Rural Roads	Patching, Shoulder mowing, Resealing

## REPORTS FROM THE ENVIRONMENT, DEVELOPMENT & INFRASTRUCTURE COMMITTEE

- 3. Unsealed Roads Maintenance**
- Grading**
- |                        |                                       |
|------------------------|---------------------------------------|
| Colomendy Road         | Graded                                |
| Baldersleigh Road      | Grading                               |
| Bakers Creek Road      | Grading stopped as no water available |
| Allinghams Road        | Graded                                |
| Leece Road             | Graded                                |
| Racecourse Lagoon Road | Graded                                |
| Looanga Road           | Graded                                |
| Danehurst Road         | Graded                                |
| Balala Road            | Grading                               |
| Bendemeer Road         | Culvert Maintenance                   |
- 4. Construction Crew**
- |                       |  |
|-----------------------|--|
| MR73 Thunderbolts Way | Continued construction of approaches for the new Emu Crossing bridge<br>All bridge girders now erected |
| MR73 Thunderbolts Way | Commence Repair Program Project Williams Road to Swilks Road Rocky River                               |
- 5. Bridge / Sign Crew**
- |                      |             |
|----------------------|-------------|
| Abington Bridge MR73 | Maintenance |
| Local Roads          | Maintenance |
- 6. Town Area**
- |        |                     |
|--------|---------------------|
| Uralla | General maintenance |
|--------|---------------------|

### KEY ISSUES:

- Maintenance grading and construction works are being severely restricted due to the drought conditions and water not being available for road works in many areas.

**Alan Harvey**  
**Manager Infrastructure & Works**

Prepared by staff member:	Manager Infrastructure & Works
TRIM Reference:	U07/3041
Approved/Reviewed by Manager:	Director Infrastructure & Regulation
Department:	Infrastructure & Regulation
Attachments:	Nil

REPORTS FROM THE ENVIRONMENT,  
DEVELOPMENT & INFRASTRUCTURE COMMITTEE



REPORT TO COUNCIL

<b>Department:</b>	Infrastructure & Regulation
<b>Submitted by:</b>	Director Infrastructure & Regulation
<b>Reference:</b>	2.18.05.03
<b>Subject:</b>	Works Planning Report May 2015

**LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

**Objective:** Uralla Shire has safe and effective transport systems.  
**Strategy:** Provide, maintain, renew and replace Councils transport network including urban streets and sealed and unsealed roads.  
**Action:** Undertake maintenance program in-line with established service levels and intervention points.

**SUMMARY:**

The following works are proposed to be carried out or continued in the next month.

**OFFICER'S RECOMMENDATION:**

That the report be received and noted for the works planned for May 2015.

**COMMITTEE'S RECOMMENDATION:**

That the report be received and noted for the works planned for May 2015.

**REPORT:**

- 1. Main Road Maintenance**
  - Bitumen patching
  - Guide posting
  - Sign maintenance
  - Heavy patching
  - Shoulder mowing
- 2. Sealed Roads Maintenance**
  - Bitumen patching
  - Guide posting
  - Terrible Vale Road shoulder grading
  - Shoulder mowing

## REPORTS FROM THE ENVIRONMENT, DEVELOPMENT & INFRASTRUCTURE COMMITTEE

- 3. Unsealed Roads Maintenance**

Rocky River Area	Grade
Bakers Creek Road	Grade when water is available
Invergowrie Area	Grade
Barraba Road	Grade
Baldersleigh Road	Grade
  
- 4. Bridge/Sign Crew**

Emu Crossing	Rock Abutment protection construction
Enmore Road	Maintenance
General maintenance	
  
- 5. Construction**

MR73 Thunderbolts Way	Emu Crossing Bridge, bridge contractor to continue on site
MR73 Thunderbolts Way	Pavement Rehabilitation Williams Road
Bingara Road	Commence construction project
  
- 6. Town Works**

Routine maintenance	
---------------------	--

### KEY ISSUES:

- The effects of the planned works on the environment have been reviewed. No significant effect is likely.

**Alan Harvey**  
**Manager Infrastructure & Works**

Prepared by staff member:	Manager Infrastructure & Works
TRIM File Reference:	U07/3041
Approved/Reviewed by Manager:	Director Infrastructure & Regulation
Department:	Infrastructure & Regulation
Attachments:	Nil



# REPORTS FROM THE ENVIRONMENT, DEVELOPMENT & INFRASTRUCTURE COMMITTEE



## REPORT TO COUNCIL

<b>Department:</b>	<b>Technical Services – Division Decision</b>
<b>Submitted by:</b>	Manager of Planning (Relief)
<b>Reference:</b>	2.18.05.04
<b>Subject:</b>	Planning Proposal - ALTERATION OF GATEWAY DETERMINATION

### LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

<b>Objective:</b>	To have a community satisfied with land use control.
<b>Strategy:</b>	Consult with the community on land use control.
<b>Action:</b>	Monitor and review Councils Local Environmental Plan and other strategic and supporting planning documents.

### SUMMARY:

To advise Council that NSW Planning and Environment, as the delegate of the Minister for Planning, have altered the Gateway Determination of the "Elizabeth Avenue" Planning Proposal in response to Council's resolution that the matter not proceed.

### OFFICER'S RECOMMENDATION:

That the report be received and noted.

### COMMITTEE'S RECOMMENDATION:

That the report be received and noted.

### BACKGROUND:

- Ordinary Meeting – 22 August 1999 – Resolution 423/99 – Council resolved to sell land and make purchaser aware of restriction on development within the flood plain.
- Ordinary Meeting – 28 February 2000 – Resolution 65/00 – Council resolved to reclassify land as Operational instead of Community.
- Ordinary Meeting – 25 March 2013 – Resolution 86/13 – Council resolved to prepare a planning proposal for rezoning, gain a gateway Determination, advertise Planning Proposal.
- Ordinary Meeting – 28 November 2014 – Resolution 119/14 – Council resolved not to support the Planning Proposal due to flood impact as identified by an independent flood consultant.

## REPORTS FROM THE ENVIRONMENT, DEVELOPMENT & INFRASTRUCTURE COMMITTEE

### REPORT:

The purpose of this report is to advise Council that NSW Planning and Environment have altered the Gateway Determination, (Departmental Reference: PP\_2013\_URALL\_002\_00), of the Planning Proposal for the rezoning of Lots 2 and 20, Section 33, DP 759022 from RE1 Public Recreation to R1 General Residential in response to Council's resolution that the matter not proceed. A copy of the altered Gateway Determination, dated 28 April 2015, is provided at Attachment A.

### KEY ISSUES:

- *Follow up of Council resolution not to proceed with the Planning Proposal due to potential flood impact of future dwellings within the land.*
- *Alteration of Gateway Determination of "Elizabeth Avenue" Planning Proposal.*

### **Damien Connor** **General Manager**

Prepared by staff member: Manager of Planning (Relief)  
TRIM Reference Number: U12/6915  
Approved/Reviewed by Manager: Director of Engineering  
Department: Technical Services  
Attachments: A. Alteration to Gateway Determination – 28 April 2015



Mr Damien Connor  
General Manager  
Uralla Shire Council  
PO Box 106  
Uralla NSW 2358

Our ref: 13/14989



Attention: Libby Cumming

Dear Mr Connor

**Planning Proposal PP\_2013\_URALL\_002\_00 – Alteration of Gateway Determination**

I refer to your letter of 1 April 2015 in relation to planning proposal PP\_2013\_URALL\_002\_00 to rezone land and apply a minimum lot size at Elizabeth Avenue, Uralla, and Council's resolution to not proceed with this matter.

As the delegate of the Minister, in accordance with section 56(7) of the *Environmental Planning and Assessment Act 1979*, I have determined that this matter should not proceed and to alter the Gateway determination dated 13 September 2013 for PP\_2013\_URALL\_002\_00 (as altered).

In making this decision, I have considered Council's request and justification. The Alteration of the Gateway Determination is enclosed.

If you have any questions in relation to this matter, please contact Mr Craig Diss of the Department's Northern Region office, on (02) 6701 9685.

Yours sincerely

A handwritten signature in blue ink that reads 'Marcus Ray'.

**Marcus Ray**  
**Deputy Secretary**  
**Planning Services**

28/04/2015

Encl: Alteration to Gateway Determination

## Alteration of Gateway Determination

### **Planning proposal (Department Ref: PP\_2013\_URALL\_002\_00)**

I, the Deputy Secretary of Planning Services at the Department of Planning and Environment as delegate of the Minister for Planning, have determined under section 56(7) of the *Environmental Planning and Assessment Act 1979* (the Act) to alter the Gateway determination dated 13 September 2013 (as altered) for the proposed amendment to the *Uralla Local Environmental Plan 2012* as follows:

1. Delete paragraph 2:

"I, the Regional Director, Northern Region at the Department of Planning and Infrastructure as delegate of the Minister for Planning and Infrastructure, have determined under section 56(2) of the EP&A Act that an amendment to the Uralla Local Environmental Plan (LEP) 2012 to rezone Lots 2 and 20, Section 33, DP 759022, Elizabeth Avenue, Uralla from RE1 Public Recreation to R1 General Residential and to apply a 560m<sup>2</sup> minimum lot size to the subject land should proceed subject to the following conditions:"

and replace with:

a new paragraph 2:

"I, the Deputy Secretary of Planning Services at the Department of Planning and Environment as delegate of the Minister for Planning, have determined under section 56(2) of the *Environmental Planning and Assessment Act 1979* that an amendment to the Uralla Local Environmental Plan (LEP) 2012 to rezone Lots 2 and 20, Section 33, DP 759022, Elizabeth Avenue, Uralla from RE1 Public Recreation to R1 General Residential and to apply a 560m<sup>2</sup> minimum lot size to the subject land should not proceed."

2. Delete Conditions 1 to 5.

Dated 28<sup>th</sup> day of April 2015



**Marcus Ray**  
Deputy Secretary  
Planning Services  
Department of Planning and Environment

**Delegate of the Minister for Planning**



## SCHEDULE OF ACTIONS

25 May 2015

19. Schedule of Actions

SCHEDULE OF ACTIONS

**SCHEDULE OF ACTIONS – COUNCIL MEETINGS**

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

Meeting Date	Business Minute Item No.	Report Title and Council Resolution	Responsible Officer	Community Engagement Assessment Completed	Media Release Required	Budget Variation Completed	Action Date	Comments	Status	Minute No. TRIM
28JUL 2014	254/14	<b>DA 28/2014 – Ness</b> That Council endorse the fixing of the Council Seal on the Section 88b Instrument relating to Development Application 28/2014 on land known as 47 John Street, Uralla being Lot 4 DP 825763.	MP				31/7/14	Waiting on developer to submit Section 88b instrument not yet received.	B	
28JUL 2014	255/14	<b>DA 27/2014 – Adams</b> That Council endorse the fixing of the Council Seal on the Section 88b Instrument relating to Development Application 27/2014 on land known as 17 Bridge Street, Uralla being Lot 13 Section 14 DP 759022 and Lot B DP160554.	MP				31/7/14	Waiting on developer to submit Section 88b instrument not yet received.	B	
22SEPT 2014	321/14	<b>DA 74/2013 – Stace</b> That Council endorse the fixing of the Council Seal on the Section 88b Instrument relating to Development Application 74/2013 on land known as 78 Quartz Gully Road, Uralla being Lot 498 DP 755846.	MP				13/11/14	Waiting on developer to submit Section 88b instrument not yet received.	B	

**SCHEDULE OF ACTIONS – COUNCIL MEETINGS**

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

Meeting Date	Business Minute Item No.	Report Title and Council Resolution	Responsible Officer	Community Engagement Assessment Completed	Media Release Required	Budget Variation Completed	Action Date	Comments	Status	Minute No. TRIM
27OCT 2014	361/14	<b>Application of Council Seal to Section 88b Instrument – DA 53/2014 – Mr M &amp; Mrs B Baker</b> That Council endorse the fixing of the Council Seal on the Section 88b Instrument relating to Development Application 53/2014 on land known as 38 Plane Avenue, Uralla, being Lots 12, 13 & 14. Sec A DP 6763.	MP				13/11/14	Waiting on developer to submit Section 88b Instrument.  88b instrument not yet received.	B	
24 NOV 2014	377/14	<b>Visitor Information Centre (VIC) Refurbishment</b>  That: 1. The attached plans for the VIC Refurbishment project be received and noted; 2. Project costings be presented back to Council once they have been received.	MCC		N	N	January 2015	Proposal included in March Council papers for discussion	B	
24 NOV 2014	395/14	<b>Application of Council Seal to Section 88b Instrument – DA 49/2014 – B Hambrook &amp; A Harker</b> That Council endorse the fixing of the Council Seal on the Section 88b Instrument relating to Development Application 49/2014 on land known as 52 Budumba Road, Invergowrie being Lot 10 DP 246614.	MP				16/2/15	Waiting on developer to submit Section 88b Instrument.  88b instrument not yet received.	B	

**SCHEDULE OF ACTIONS – COUNCIL MEETINGS**

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

Meeting Date	Business Minute Item No.	Report Title and Council Resolution	Responsible Officer	Community Engagement Assessment Completed	Media Release Required	Budget Variation Completed	Action Date	Comments	Status	Minute No. TRIM
24 NOV 2014	396/14	<b>Application of Council Seal to Section 88b Instrument – DA 42/2014 – JP &amp; EJ Croft</b> That Council endorse the fixing of the Council Seal on the Section 88b Instrument relating to Development Application 42/2014 on land known as 4 Gostwyck Street, Uralia being Lot 8 Sec 31 DP 759022.	MP				23/12/14	Waiting on developer to submit Section 88b instrument not yet received.	B	
23 FEB 2015	5.02/15	<b>Bundarra Bridge Naming</b> That Council resolve to name this bridge and to advertise this decision, together with the suggested name in the Bundarra Central School newsletter, the Council newsletter and the Inverell Times and allow 28 days for comments and suggestions.	DIR						B	
23 FEB 2015	29.02/15	<b>Affixing of Council Seal to Section 88b instrument – DA 74/2014 – J F Kennedy</b> That Council endorse the affixing of the Council Seal on the Section 88b Instrument relating to Development Application 74/2014 on land known as 1202 Bakers Creek Road, Bundarra, being Lots 7, 8 & 29 DP 753657.	MTP & R					Waiting on developer to submit Instrument. 88b instrument not yet received.	B	



**SCHEDULE OF ACTIONS – COUNCIL MEETINGS**

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

Meeting Date	Business Minute Item No.	Report Title and Council Resolution	Responsible Officer	Community Engagement Assessment Completed	Media Release Required	Budget Variation Completed	Action Date	Comments	Status	Minute No. TRIM
23 FEB 2015	31.02/15	<b>Affixing of Council Seal to Section 88b instrument -- DA 15/2014 – Mr N Cordery</b> That Council endorse the fixing of the Council Seal on the Section 88b Instrument relating to Development Application 15/2014 on land known as 24 Gostwyck Street, Uralla being Lot 3 DP 6974.	MTP & R					Waiting on developer to submit Section 88b instrument not yet received.	<b>B</b>	
23 MAR 2015	12.03/15	<b>Visitor Information Centre (VIC) Upgrade</b> That The General Manager be requested to bring back a report on future options for tourism services holistically, including a further break down of the costs associated with the refurbishment of the Visitor Information Centre.	EM – C&C					Councillor workshop planned for May 2015	<b>B</b>	

**SCHEDULE OF ACTIONS – COUNCIL MEETINGS**

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

Meeting Date	Business Minute Item No.	Report Title and Council Resolution	Responsible Officer	Community Engagement Assessment Completed	Media Release Required	Budget Variation Completed	Action Date	Comments	Status	Minute No. TRIM
	21.03/15	<p><b>Planning Proposal – Uralla Flood Planning Map</b></p> <p>1.the Planning Proposal to seek inclusion of the flood planning areas as per the Rocky and Uralla Creeks Study be forwarded to NSW Planning and Environment for a Gateway Determination;</p> <p>2. the General Manager be given delegated authority to make any minor alterations requested by NSW Planning and Environment; and</p> <p>3.the Planning Proposal be advertised as per the provisions of Section 57 of the Environmental Planning &amp; Assessment Act, 1979 once a Gateway Determination has been issued.</p>	DIR/MP				2 April 2015	Gateway Determination Received	C	
								On public exhibition from 24 April to 22 May.	B	

**SCHEDULE OF ACTIONS – COUNCIL MEETINGS**

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

Meeting Date	Business Minute Item No.	Report Title and Council Resolution	Responsible Officer	Community Engagement Assessment Completed	Media Release Required	Budget Variation Completed	Action Date	Comments	Status	Minute No. TRIM
23 MAR 2015	22.03/15	<p><b>Planning Proposal: Boundary Adjustment Clause and Rural Detached Occupancy Dwellings</b></p> <p>That:</p> <ol style="list-style-type: none"> <li>the Planning Proposal for Boundary Adjustments and Detached Dual Occupancy Dwellings for Certain Rural and Environmental Zoned Land be forwarded to NSW Planning and Environment for a Gateway Determination,</li> <li>the General Manager be given delegated authority to make any minor alterations requested by NSW Planning and Environment; and</li> <li>the Planning Proposal is advertised as per the provisions of Section 57 of the <i>Environmental Planning &amp; Assessment Act, 1979</i> once a Gateway Determination has been issued.</li> </ol>	MTPR				2 April 2015	Gateway Determination Received	C	
							18 May 2015	On public exhibition from 24 April to 15 May.	C	

**SCHEDULE OF ACTIONS – COUNCIL MEETINGS**

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

Meeting Date	Business Minute Item No.	Report Title and Council Resolution	Responsible Officer	Community Engagement Assessment Completed	Media Release Required	Budget Variation Completed	Action Date	Comments	Status	Minute No. TRIM
23 MAR 2015	23.03/15	<b>Uralla Development Control Plan 2011 Amendments</b> That Council: 1. Endorse amendments to the Uralla Development Control Plan 2011; 2. Publicly exhibit the amended DCP for a period of 28 days 3. Give the General Manager delegated authority to adopt the Uralla Development Control Plan 2011 as amended if no submissions are received.	MTPR				1/5/15	On public exhibition between 1 & 30 April.	C	
23 MAR	28.03/15	<b>Affixing of Council Seal to Section 88b Instrument – DA-21-2013 – A &amp; K Wilkinson</b> That Council endorse the affixing of the Council Seal on the Section 88b Instrument relating to Development Application 21/2013 on land known as 41 Budumba Road, Invergowrie being Lot 13 DP 246614.	MTP&R					Waiting on developer to submit Section 88b Instrument. 88b instrument not yet received.	B	

**SCHEDULE OF ACTIONS – COUNCIL MEETINGS**

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

Meeting Date	Business Minute Item No.	Report Title and Council Resolution	Responsible Officer	Community Engagement Assessment Completed	Media Release Required	Budget Variation Completed	Action Date	Comments	Status	Minute No. TRIM
23 MAR	29.03/15	<b>Affixing of Council Seal to Section 88b instrument – DA-76-2013 – R. Howlett - Division Decision</b> That Council endorse the affixing of the Council Seal on the Section 88b instrument relating to Development Application 76/2013 on land known as 64 Hill Street, Uralla being Lot 3 Section 3 DP 759022.	MTP&R					Waiting on developer to submit Section 88b instrument. 88b instrument not yet received.	B	
27 APR 2015	10.04/15	<b>Revised Community Strategic Plan (CSP)</b> That Council adopts the revised version of the Community Strategic Plan and places the document on public exhibition for a period of 28 days.	GM				5 May 2015	CSP placed on public exhibition	C	
27 APR 2015	12.04/15	<b>Naming of Bundarra Bridge</b> 1. Council support the name of the bridge as "Lone Pine Bridge, Bundarra" 2. Council forward an application to the Geographic Names Board for approval of the new name.	DIR						C	B

**SCHEDULE OF ACTIONS – COUNCIL MEETINGS**

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

Meeting Date	Business Minute Item No.	Report Title and Council Resolution	Responsible Officer	Community Engagement Assessment Completed	Media Release Required	Budget Variation Completed	Action Date	Comments	Status	Minute No. TRIM
27 APR 2015	13.04/15	<b>Uralla Community Recycling Centre and Landfill Operating Hours</b> 1.The Uralla Community Recycling Centre and Landfill opening hours be altered to be opened to the public Monday, Tuesday, Thursday and Friday from 8am to 4pm, and Saturday and Sunday from 9am to 2pm, with the facilities to be closed on Christmas Day, Good Friday and Anzac Day. 2. A review be conducted on an annual basis.	DIR	New hours advertised in USC Newsletter, Wordsworth & on website. Flyers to be handed out to landfill users.					C	
27 APR 2015	18.04/15	<b>Biker Friendly Community</b> That Uralla Shire Council investigates the promotion of Uralla Shire as a Motor Cycle friendly destination.	EM – C & C						A	
27 APR 2015	19.04/15	<b>Traffic Calming NE Highway/Thunderbolts Way</b> That the traffic management committee, in conjunction with the RMS and New England Local Area Command (LAC), investigate measures to improve traffic management on the New England Highway/Thunderbolts Way between Hill St and Salisbury St, Uralla.	DIR						A	

**SCHEDULE OF ACTIONS – COUNCIL MEETINGS**

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

Meeting Date	Business Minute Item No.	Report Title and Council Resolution	Responsible Officer	Community Engagement Assessment Completed	Media Release Required	Budget Variation Completed	Action Date	Comments	Status	Minute No. TRIM
27 APR 2015	25.04/15	<b>Affixing of Council Seal to Section 88b instrument – DA-4-2015 – R &amp; K Burnett</b> That Council endorse the affixing of the Council Seal on the Section 88b instrument relating to Development Application 4/2015 on land known 44 Barleyfields Road, Uralla being Lots 81, 462 & 543 DP 755846.	MTP&R				1/5/15	Waiting on developer to submit Section 88b instrument. 88b instrument not yet received.	B	
27 APR 2015	26.04/15	<b>Application of Council Seal to Section 88b instrument – DA-55-2014 – S A Gapes</b> That Council endorse the affixing of the Council Seal on the Section 88b instrument relating to Development Application 55/2014 on land known 3941 Thunderbolts Way, Uralla being Lot 74 DP 3378.	MTP&R				1/5/15	Waiting on developer to submit Section 88b instrument. 88b instrument not yet received.	B	



**SCHEDULE OF ACTIONS – COUNCIL MEETINGS**

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

Meeting Date	Business Minute Item No.	Report Title and Council Resolution	Responsible Officer	Community Engagement Assessment Completed	Media Release Required	Budget Variation Completed	Action Date	Comments	Status	Minute No. TRIM
23 MAR	26.03/15	<p>Land Disposal - Karava Place, Uralla</p> <p>That Council:</p> <ol style="list-style-type: none"> <li>1. Notify all affected landowners of the completion to Amendment 2 of the Uralla Local Environmental Plan 2012;</li> <li>2. Offer Option 5 to all affected landowners being purchaser payment consisting of a peppercorn payment of \$1.00, conveyancing costs and a percentage of the surveying relating to the area of land being purchased;</li> <li>3. Give the General Manager delegation to negotiate payment options; and</li> <li>1. Endorse the fixing of the Council Seal on any necessary documentation relating to the subdivision and sale.</li> </ol>	MTPB				23/3/15	Letter sent	C	
								Awaiting Survey	B	



**SCHEDULE OF ACTIONS – COUNCIL MEETINGS**

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

Meeting Date	Business Minute Item No.	Report: Title and Council Resolution	Responsible Officer	Community Engagement Assessment Completed	Media Release Required	Budget Variation Completed	Action Date	Comments	Status	Minute No. TRIM
27 APR 2015	22:04/15	<p><b>Budget Variation – Library Employee Costs</b></p> <p>That a variation to the 2014/15 budget be approved in the amount of \$25,000 for library employee costs, to back pay staff for:</p> <ul style="list-style-type: none"> <li>a. work completed on weekends since 2005; and</li> <li>b. for ordinary hours worked (above 35 hours per week) since March 2012.</li> </ul>	EM-C&C/ MHS							
27 APR 2015	23:04/15	<p><b>Grace Munro Lease Arrangement</b></p> <p>That:</p> <ul style="list-style-type: none"> <li>1. A formal lease agreement for Grace Munro be arranged to cover Council's annual maintenance and renewal expenses of \$35,000;</li> <li>2. A robust Memorandum of Understanding (MOU) with Hunter New England (HNE) Health be developed clearly stipulating each party's responsibility; and</li> <li>3. A budget allocation for the installation of a Sprinkler System be incorporated into the 2016-17 year of the draft Long Term Financial Plan (LTFP).</li> </ul>	EM-C&C							



AUTHORITY TO AFFIX  
THE COMMON SEAL

25 May 2015

21. Authority to Affix the Common Seal

AUTHORITY TO AFFIX THE COMMON SEAL

00057

# AUTHORITY TO AFFIX THE COMMON SEAL

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25 May 2015

<b>Planning – Division Decision .....</b>	<b>2</b>
<b>Item 1 .....</b>	<b>2</b>
Application of Council Seal to Section 88b instrument – DA-16-2015 – J & M Piddington	2
Attachments: .....	4
A. Nil.....	4

# AUTHORITY TO AFFIX THE COMMON SEAL



## REPORT TO COUNCIL

<b>Department:</b>	<b>Planning – Division Decision</b>
<b>Submitted by:</b>	<i>Manger Town Planning &amp; Regulation</i>
<b>Reference:</b>	Item 1
<b>Subject:</b>	Application of Council Seal to Section 88b instrument – DA-16-2015 – J & M Piddington

### LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

<b>Objective:</b>	<i>To ensure that development Applications and land use enquiries are dealt with as expeditiously as possible.</i>
<b>Strategy:</b>	<i>By delegations of authority to planning staff, where appropriate.</i>
<b>Action:</b>	<i>Use of Delegation of Authority reported to management and Council monthly.</i>

### SUMMARY:

A section 88b Instrument needs to be prepared as per the requirements of the *Conveyancing Act 1919* to finalise the subdivision certificate and it will require the Council Seal.

### OFFICER'S RECOMMENDATION:

That Council endorse the fixing of the Council Seal on the Section 88b Instrument relating to Development Application 16/2015 on land known as 40 Kalinda Road, Invergowrie, being Lot 3 DP 246614.

### BACKGROUND:

Council has placed a development approval condition on a subdivision requiring a condition to enforce the conditions issued under the General Terms of Approval by the NSW Rural Fire Service in relation to the asset protection zones.

### REPORT:

As part of a subdivision for J & M Piddington on land known as 40 Kalinda Road, Invergowrie, being Lot 3 DP 246614, a Section 88b land use restriction is required to ensure compliance with a development approval. The development approval enforces the conditions issued under the General Terms of Approval by the NSW Rural Fire Service in relation to the asset protection zones.

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

# AUTHORITY TO AFFIX THE COMMON SEAL

## 11. Asset Protection Zones

The intent of measures is to provide sufficient space and maintain reduced fuel loads so as to ensure radiant heat levels of buildings are below critical limits and to prevent direct flame contact with a building. To achieve this, the following conditions shall apply:

- At the issue of Subdivision Certificate and in perpetuity, the land surrounding the existing dwelling and structures within 10 metres on proposed Lot A, to a distance of 20 metres, shall be maintained as an inner protection area (IPA) as outlined within section 4.1.3 and Appendix 5 of 'Planning for Bush Fire Protection 2006' and the NSW Rural Fire Service's document 'Standards for asset protection zones'.

Council's Seal needs to be fixed to the Section 88b instrument to allow registration with the Land Titles Office. The *Local Government Act 1993* requires a resolution of Council to allow the seal to be affixed.

### KEY ISSUES:

- *Application of the Council Seal to the Section 88b Instrument is required to finalise the subdivision.*

### CONCLUSION:

The Council Seal is to be applied to the Section 88b Instrument which has been prepared as per the provisions of the *Conveyancing Act 1919*. The seal is required as Council has placed a development approval condition on the subdivision enforcing the conditions issued under the General Terms of Approval by the NSW Rural Fire Service in relation to the asset protection zones.

### COUNCIL IMPLICATIONS:

- 1. Community Engagement/ Communication (per engagement strategy)**  
Nil
- 2. Policy and Regulation**  
*Conveyancing Act 1919*  
*Uralla Local Environmental Plan 2012*  
*Uralla Development Control Plan 2011*  
*Local Government Act 1993*  
*Environmental Planning & Assessment Act 1979*  
*Rural Fires Act 1997*  
*Planning for Bushfire Protection 2006*
- 3. Financial (LTFP)**  
Nil
- 4. Asset Management (AMS)**  
Nil
- 5. Workforce (WMS)**  
Nil

## AUTHORITY TO AFFIX THE COMMON SEAL

**6. Legal and Risk Management**

Nil

**7. Performance Measures**

Nil

**8. Project Management**

Nil

**Elizabeth Cumming**

**Manager Town Planning & Regulation**

Prepared by staff member:

Manager Town Planning & Regulation

TRIM Reference Number:

DA-16-2015

Approved/Reviewed by Manager:

Manager Town Planning & Regulation

Department:

Regulation & Infrastructure

Attachments:

A. Nil