



URALLA SHIRE COUNCIL BUSINESS PAPER

Notice is hereby given, in accordance with the provision of the Local Government Act 1993 that a Meeting of Uralla Shire Council will be held in the Council Chambers, 32 Salisbury Street, Uralla, commencing at 12:30pm.

ORDINARY COUNCIL MEETING

27 June 2017

Andrew Hopkins
GENERAL MANAGER



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- BUSINESS AGENDA -
Ordinary Meeting of Council
27 June 2017, 12:30pm

- 1. Opening & Welcome**
- 2. Prayer**
- 3. Acknowledgement of Country**
- 4. Apologies**
- 5. Requests for Leave of Absence**
- 6. Disclosures & Declaration of Interests**
- 7. Confirmation of Minutes of Previous Meeting**
- 8. Announcements**
- 9. Tabling of Reports & Petitions**
- 10. Recommendations for Items to be Considered in Confidential Section**
- 11. Urgent Supplementary & Late Items of Business** - Report 10 - Adoption of 2027 Community Strategic Plan, 2017-2021 Delivery Program and 2017-18 Operational Plan and Revenue Statements.
- 12. Presentations**
- 13. Deputations**
- 14. Written Reports from Delegates**
- 15. Mayoral Minute**
- 16. Reports to Council**
 - Report 1 – Cash at Bank and Investments
 - Report 2 - Development Approvals and Refusals for May 2017
 - Report 3 - Code of Conduct Statistical Return 2016
 - Report 4 - Visitor Information Centre & Library Monthly Report for May 2017
 - Report 5 - Winter Engagement Activity
 - Report 6 - Development Application 12/2017 – Free Range Piggery – 253 Eastern Avenue, Kentucky South
 - Report 7 - Heritage Advisory Services Summary – June 2017
 - Report 8 - 2017 REC Ya Shorts Youth Film Festival
 - Report 9 - Development Application 8/2016-3 Modification – 13 Stringybark Ridge Road, Invergowrie - Subdivision
- 17. Motions on Notice**
- 18. Schedule of Council Resolutions – As at 19/06/2017**
- 19. Responses to Questions from Previous Meeting**
- 20. Questions for Next Meeting**
- 21. Confidential Business**
- 22. Meeting Close**

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1. OPENING & WELCOME

2. PRAYER

3. ACKNOWLEDGEMENT OF COUNTRY

4. APOLOGIES

5. REQUESTS FOR LEAVE OF ABSENCE

6. DISCLOSURES & DECLARATIONS OF INTEREST

7. CONFIRMATION OF MINUTES

Minutes to be confirmed or received and noted at Council Meeting held on 23 May 2017

- Council Meeting held 23 May 2017
- Bundarra 355 Committee Meeting held 17 May 2017



ORDINARY MEETING OF COUNCIL

**Held at 12:30pm
On 23 May 2017**

ROLL CALL

Councillors:

Cr M Pearce (Mayor)
Cr R Bell (Deputy Mayor)
Cr B Crouch
Cr M Dusing
Cr N Ledger
Cr L Sampson
Cr I Strutt
Cr T Toomey
Cr K Ward

Staff:

Mr A Hopkins, General Manager
Mr T Seymour, Director-Infrastructure & Regulation
Ms T Kirkland, Director Community & Governance
Mr S Paul, Chief Financial Officer
Mrs D Williams, Minute Clerk

MINUTES

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The Meeting Commenced at:

12:30pm

ATTENDANCE

Present were the Chairperson Cr M Pearce (Mayor), Cr R Bell (Deputy Mayor), and Councillors, B Crouch, M Disting, N Ledger, L Sampson, I Strutt, T Toomey, K Ward, General Manager (Mr A Hopkins), Director-Infrastructure & Regulation (Mr T Seymour), Director Community and Governance (Ms T Kirkland), Chief Finance Officer (Mr S Paul), Minute Clerk (Mrs D Williams).

1. OPENING & WELCOME

2. PRAYER

3. ACKNOWLEDGEMENT TO COUNTRY

4. APOLOGIES

An apology was received from Cr M Disting.

5. REQUESTS FOR LEAVE OF ABSENCE

Leave of absence was requested from Cr I Strutt and Cr M Disting.

1.05/17

MOVED (Crs K Ward/ I Strutt) CARRIED

Motion to accept the apology and approve the requests for leave of absence from Cr M Disting.

2.05/17

MOVED (Crs K Ward/ N Ledger) CARRIED

Motion to approve the requests for leave of absence from Cr I Strutt.

6. DISCLOSURES & DECLARATION OF INTERESTS

At request of the Chair, the Minute Clerk tabled details of the pecuniary and non-pecuniary Conflict of Interest Declarations received in relation to the 23 May 2017 meeting.

COUNCILLOR	ITEM OR REPORT NUMBER	PECUNIARY OR NON-PECUNIARY INTEREST	NATURE OF INTEREST
Cr N Ledger	Report 10	Pecuniary Interest	Employee of Ducats
Cr K Ward	Notice of Motion	Non-pecuniary	Person mentioned in Code of Conduct Report

7. CONFIRMATION OF MINUTES

Minutes to be confirmed or received and noted at Council Meeting held on 23 May 2017:

- Council Meeting held 26 April 2017 (to be confirmed)

3.05/17

MOVED (Crs I Strutt/ B Crouch) CARRIED

8. ANNOUNCEMENTS

Nil

9. TABLING OF REPORTS & PETITIONS

1. New England Weeds Authority – Strategic Business Plan

10. RECOMMENDATIONS FOR ITEMS TO BE CONSIDERED IN THE CONFIDENTIAL SECTION

There were no reports recommended to be considered in the confidential section, however two attachments to Report 10 were noted as confidential and the meeting was resolved into confidential session to discuss these confidential attachments.

- **11. URGENT SUPPLEMENTARY & LATE ITEMS OF BUSINESS**

- Report 12 – Integrated Planning & Reporting Documents
- Report 13 – Quarterly Business Review Statement
- Motion on Notice – Cr B Crouch – Code of Conduct Statistical Reporting – Dec. 2016

PROCEDURAL MOTION

Motion to remove Report 11 from the agenda as proposed development application was withdrawn by the applicant and motion to move to hear Report 9 immediately following the Deputations.

4.05/17 **MOVED (Crs Ledger/Sampson) CARRIED**

12. PRESENTATIONS

There were no presentations registered for this meeting.

13. DEPUTATIONS

Subject:	Subject: DA 12-2017-Free Range Piggery – 253 Eastern Avenue, Kentucky South
Speaker 1	Mr Kirk Sutton
Speaker 2	Mr Sean Doodson

Motion to permit Mr Rob Drew to make a deputation to Council regarding DA 12-2017.

5.05/17 **MOVED (Cr T Toomey/ R Bell) CARRIED**

Mr Sutton made his deputation to Council. Mr Drew commenced his deputation during which Mr Doodson entered the meeting at 12:55pm. Mr Doodson made his deputation to Council following Mr Drew.

Department: Infrastructure & Regulation
Submitted by: Consultant Town Planner
Reference/Subject: Report 9 - Development Application 12/2017 – Free Range Piggery – 253 Eastern Avenue, Kentucky South

PROCEDURAL MOTION

6.05/17 **Move into committee of the whole –MOVED (Crs I Strutt/ T Toomey) CARRIED**

7.05/17 **Adjournment for 5 minutes for the consultant planner to retrieve information from her office. Council resumed meeting at 1:32pm. - MOVED (Crs K Ward/I Strutt) CARRIED**

8.05/17 **K Ward/I Strutt - Motion to Resume Standing Orders - MOVED (Crs K Ward/I Strutt) CARRIED**

OFFICER’S RECOMMENDATION:

That Council:

Approve this development application on land being Lot 109 DP 755838 known as 253 Eastern Avenue, Kentucky South subject to the following conditions:

PRESCRIBED CONDITIONS (under Environmental Planning and Assessment Regulation 2000)

Nil

GENERAL CONDITIONS

1. The development must take place in accordance with the approved plans (bearing the Council approval stamp) and documents submitted with the application, and subject to the conditions below to ensure the development is consistent with Council's consent.
2. This approval is for 19 breeding sows equating to a maximum of 190 pigs on the property at any one time.

3. A Farm Operational Management Plan is to be prepared prior to commencement of operations incorporating the following:
- a) Animal husbandry practices
 - b) Environmental management
 - c) Environmental audit log
 - d) Erosion and sediment control
 - e) Complaints register and handling procedures.

A copy is to be provided to Council upon request.

4. An environmental monitoring, inspection and reporting schedule is to be developed prior to commencement of operations. All the various monitoring requirements are to be incorporated into one document. The results of all testing, inspection and monitoring will be recorded in an environmental audit log and kept on site at all times. A copy is to be provided to Council upon request.

5. An environmental management plan (EMP) is to be prepared for the piggery. It is to be incorporated into an overarching Farm Operational Management Plan.

The EMP will be based on an environmental management system approach of plan, do, check and act, together with a philosophy of continual improvement of the system and its operation. It will specify:

- a) the standards and practices for the operation of the piggery
- b) strategies and measures for minimising environmental risks
- c) contingency plans for managing any environmental problems that may arise.

The objective will be to apply best management practice, in order to minimise the environmental impacts associated with the piggery operations and management, and to comply with legislative requirements. It will include:

- a) contact details, description of the piggery and operations and an environmental management policy statement
- b) overall objectives and specific, measurable and time-bounded targets for each identified risk event
- c) a list of risk events identified using risk management principles
- d) day-to-day best practice strategies to minimise the potential for risk events
- e) details of contingency plans to deal with accident and emergencies (e.g. flood; fire; disposal of contaminated material, food and chemical spill; power and/or water interruption), including trigger points and target response times for critical incidents
- f) details of the responsibilities of the facility owner/manager regarding environmental management
- g) details of monitoring systems for assessing environmental performance and procedures, to ensure regular and accurate recording of data
- h) procedures for responding to complaints
- i) provision for annual review and auditing of performance against EMP objectives, with appropriate adjustment made in light of findings and in accordance with continuous improvement principles
- j) provision for post-incident investigation, review of emergency actions carried out, and reporting to local council if requested.

6. A complaints register is to be kept, as liaison between the piggery owner/manager and neighbours is important. Open lines of communication will help identify problems, verify complaints and successfully apply relevant remedies to minimise the impact of farm operations. Measures used are to include:

- a) Neighbouring landholders will be informed of unusual events or problems that may arise
- b) The complainant is informed of outcome and action taken to avoid reoccurrence

- c) Significant on-farm operational activities are recorded, particularly those with potential impact

The Farm Operational Management Plan is to have strategies, measures and contingency actions for managing community liaison and complaints about environmental impacts or problems that may arise.

- 7. For any future water bore the appropriate approval from NSW Office of Water is to be obtained prior to commencement.
- 8. The piggery is to be operated as per:
 - a) Model Code of Practice for the Welfare of Animals – Pigs
 - b) National Environmental Guidelines for Piggeries
 - c) National Environment Guidelines for Rotational Outdoor Piggeries
- 9. All plantings are to be undertaken prior to the establishment of each paddock.
- 10. The road within the property and centrally located to the paddocks is to be formed to a trafficable standard approved by Council, suitable for this type of development.

CONDITIONS RELATING TO ONGOING OPERATIONS

- 11. Ground coverage is to be maintained at a minimum of 80% (ground cover as defined in s.12.1.1 of the National Environment Guidelines for Rotational Outdoor Piggeries).
- 12. The farm is to be kept in a tidy condition as this will help the visual amenity. All existing vegetation will be retained where possible with the natural topography of the site and the existing vegetation cover and tree plantings being used to maximize visual screening.
- 13. All fencing is to be maintained in a condition that will contain all pigs on the land.
- 14. All plantings are to be maintained and renewed for the life of the piggery operations.
- 15. All shelters are to be maintained in an orderly and safe condition with appropriate anchorage

COUNCIL RESOLUTION: That Council approve this development application on land being Lot 109 DP 755838 known as 253 Eastern Avenue, Kentucky South subject to the following conditions:

PRESCRIBED CONDITIONS (under Environmental Planning and Assessment Regulation 2000)

Nil

GENERAL CONDITIONS

- 1. The development must take place in accordance with the approved plans (bearing the Council approval stamp) and documents submitted with the application, and subject to the conditions below to ensure the development is consistent with Council's consent.
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- c) a list of risk events identified using risk management principles
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- f) details of the responsibilities of the facility owner/manager regarding environmental management
- g) details of monitoring systems for assessing environmental performance and procedures, to ensure regular and accurate recording of data
- h) procedures for responding to complaints
- i) provision for annual review and auditing of performance against EMP objectives, with appropriate adjustment made in light of findings and in accordance with continuous improvement principles
- j) provision for post-incident investigation, review of emergency actions carried out, and reporting to local council if requested.

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13. All fencing is to be maintained in a condition that will contain all pigs on the land.
14. All plantings are to be maintained and renewed for the life of the piggery operations.
15. All shelters are to be maintained in an orderly and safe condition with appropriate anchorage

NOTE: Council requested a variation to Condition13 and an that an additional Condition 16 be added, requiring that Council be notified of trigger alerts.

MOVED (Crs R Bell / T Toomey) CARRIED

Division Decision:

For: Toomey Bell Strutt Pearce

Against: Ledger, Sampson, Crouch, Ward

Absent: Dusting

Mayor cast deciding vote: Mayor Pearce vote to carry the motion.

14. WRITTEN REPORTS FROM DELEGATES

Councillors presented a verbal account of activities/meetings they have attended for the month.

COUNCILLOR NAME:		Michael Pearce
COUNCIL MEETING DATE:		23 May 2017
DATE	COMMITTEE/MEETING/EVENT	LOCATION
27/4/17	Mayor's Office - Admin	Uralla
28/4/17	Mayor's Office- Admin NAMOI Council JO Meeting	Uralla
1/5/17	Mayor's Office - Admin	Uralla
2/5/17 – 4/5/17	Annual Waste Conference.	Coffs Harbour
8/5/17	Mayor's Office- Admin	Uralla
9/5/17	Mayors Office – Admin. Councillor Workshop. Community Consultation – Bundarra Sewerage Scheme.	Uralla Bundarra.
5/4/17	Mayors Office – Admin Bundarra Library Launch.	Uralla Bundarra
10/5/17	Mayors Office – Admin. 2AD Interview	Uralla
11/5/17	Mayor's Office – Admin. Youth Mentors Information Program evening.	Uralla
12/5/17	NAMOI Councils International Prospectus Launch.	Narrabri
15/5/17	Mayor's Office- Admin	Uralla
16/5/17	Councillor Workshop. New England Bush Fire Management Committee meeting.(NEBFMC)	Uralla Armidale.
17/5/17	Mayors Office – Admin	Uralla
18/5/17	Northern Inland Regional Waste group meeting. (NIRW)	Walcha
19/5/17	Mayor's Office- Admin. Youth Mentors Program, School visit – Uralla Central School.	Uralla
22/5/17	Mayor's Office - Admin	Uralla
23/5/17	Mayor's Office – Admin. Site visits for Development Applications at Kentucky and Uralla. May Council Meeting.	Uralla

COUNCILLOR NAME:		Bob Crouch
COUNCIL MEETING DATE:		23 May 2017
DATE	COMMITTEE/MEETING/EVENT	LOCATION
26/04/17	Visitor Information Centre/ Library meeting	Uralla
09/05/17	Council workshop	Uralla
09/05/17	Bundarra Sewage meeting	Bundarra
17/05/17	Bundarra Hall Committee	Bundarra
23/05/17	Council site visit	Uralla
23/05/17	Ordinary Council Meeting	Uralla

COUNICLLOR NAME:	Kevin Ward	
COUNCIL MEETING DATE:	23 May 2017	
DATE	COMMITTEE/MEETING/EVENT	LOCATION
26/04/17	VIC – Community Meeting	USC
09/05/17	Bundarra Sewerage System Public Meeting	Bundarra
	Strategic Planning Workshop	USC
16/05/17	Budget Workshop	USC
23/05/17	Site Inspection – D/A	Kentucky

COUNICLLOR NAME:	Tara Toomey	
COUNCIL MEETING DATE:	23 May 2017	
DATE	COMMITTEE/MEETING/EVENT	LOCATION
26/04/17	VIC – Community Meeting	USC
	Ordinary Council Meeting	USC
	Strategic Planning Workshop	USC
16/05/17	Budget Workshop	USC

COUNICLLOR NAME:	Isabel Strutt	
COUNCIL MEETING DATE:	23 May 2017	
DATE	COMMITTEE/MEETING/EVENT	LOCATION
09/05/17	Bundarra Sewerage System Public Meeting	Bundarra
	Strategic Planning Workshop	USC
23/05/17	Site Inspection – D/A	Kentucky
	Ordinary Council Meeting	USC

COUNICLLOR NAME:	Robert Bell	
COUNCIL MEETING DATE:	23 May 2017	
DATE	COMMITTEE/MEETING/EVENT	LOCATION
26/04/17	VIC – Community Meeting	USC
09/05/17	Bundarra Sewerage System Public Meeting	Bundarra
	Strategic Planning Workshop	USC
16/05/17	Budget Workshop	USC
23/05/17	Site Inspection – D/A	Kentucky

COUNICLLOR NAME:	Mark Dusting	
COUNCIL MEETING DATE:	23 May 2017	
NO REPORT SUBMITTED		

COUNICLLOR NAME:	Natasha Ledger	
COUNCIL MEETING DATE:	23 May 2017	
NO REPORT SUBMITTED		

15. MAYORAL MINUTE

There was no mayoral minute.

16. REPORTS FROM COUNCIL

Department: Organisational Services - Finance
Submitted by: Simon Paul – Chief Financial Officer
Reference/Subject: Report 1 - Cash at Bank and Investments

OFFICER'S RECOMMENDATION:

That:

Council note the cash position as at 30 April, 2017 consisting of cash and overnight funds of \$2,244,515, term deposits of \$10,550,000 totalling \$12,794,515 of readily convertible funds.

COUNCIL RESOLUTION

That:

Council note the cash position as at 30 April, 2017 consisting of cash and overnight funds of \$2,244,515, term deposits of \$10,550,000 totalling \$12,794,515 of readily convertible funds.

10.05/17 MOVED (Crs B Crouch / N Ledger) CARRIED

Department: Infrastructure & Regulation
Submitted by: Director Infrastructure & Regulation
Reference/Subject: Report 2 - Works Progress Report as at 30 April 2017

OFFICER'S RECOMMENDATION:

That the report be received and noted for the works completed or progressed during April 2017, and works programmed for May 2017.

COUNCIL RESOLUTION:

That the report be received and noted for the works completed or progressed during April 2017, and works programmed for May 2017.

11.05/17 MOVED (Crs K Ward/ I Strutt) CARRIED

Department: Infrastructure & Regulation
Submitted by: Director of Infrastructure & Regulation
Reference/Subject:: Report 3 - Development Approvals and Refusals for April 2017

OFFICER'S RECOMMENDATION:

That Council receive and note the development approvals and refusals for April 2017.

OFFICER'S RECOMMENDATION:

That Council receive and note the development approvals and refusals for April 2017.

12.05/17 MOVED (Crs I Strutt/B Crouch) CARRIED

Department: Infrastructure & Regulation
Submitted by: Director Infrastructure & Regulation
Reference/Subject:: Report 4 - Heritage Advisory Services Summary – May 2017

OFFICER'S RECOMMENDATION:

That the Heritage Advisory Services Summary for May 2017 be received and noted by Council.

COUNCIL RESOLUTION:

That the Heritage Advisory Services Summary for May 2017 be received and noted by Council.

13.05/17 MOVED (Crs B Crouch / N Ledger) CARRIED

Department: General Manager
Submitted by: Andrew Hopkins
Reference/Subject: Report 5 – 2017 Bush Bursary/Country Women’s Association Scholarship Program

OFFICER’S RECOMMENDATION:

That:

- a) Council will/will not participate in the Bush Bursary/CWA Scholarship Program 2017.
- b) Council allocate \$4,600 in the 2017/2018 budget to fund the program.

COUNCIL RESOLUTION:

That:

- a) Council will not participate in the Bush Bursary/CWA Scholarship Program 2017.
- b) Council liaise with local medical practices to prepare to participate in the program in 2018.

Moved Cr R Bell/ Cr B Crouch

For: Pearce, Toomey, Bell, Crouch

Against: Ledger, Sampson, Ward, Strutt

Mayor used casting vote to carry the motion.

14.05/17 MOVED (Cr R Bell/ Cr B Crouch) CARRIED

FORESHADOWED MOTION:

Cr K Ward / I Strutt

- a. Council will participate in the Bush Bursary/CWA Scholarship Program 2017.
- b. Council allocate \$4,600 in the 2017/2018 budget to fund the program.

The original motion moved by Cr R Bell was carried.

Department: General Manager
Submitted by: Andrew Hopkins
Reference/Subject: Report 6 - Innovation Fund (round two) Submission

OFFICER’S RECOMMENDATION:

That Council:

- a) Make application for funding from the Innovation Fund (round two) on or before 9th June 2017.
- b) Focus the funding application upon innovative improvements to the efficiency and effectiveness of the operating platform/systems of the council administration.
- c) Acknowledge the grants associated with the Innovation Fund require a co-contribution from council of 30% and that this co-contribution can be either cash or in-kind (such as labour, equipment, facilities, land/property or other resources).

COUNCIL RESOLUTION:

That Council:

- a) Make application for funding from the Innovation Fund (round two) on or before 9th June 2017.
- b) Focus the funding application upon innovative improvements to the efficiency and effectiveness of the operating platform/systems of the council administration.
- c) Acknowledge the grants associated with the Innovation Fund require a co-contribution from council of 30% and that this co-contribution can be either cash or in-kind (such as labour, equipment, facilities, land/property or other resources).

15.05/17 MOVED (Crs R Bell, K Ward) CARRIED

Department: Community and Governance
Submitted by: Kim-Trieste Hastings
Reference/Subject: Report 7 - Visitor Information Centre and Library Monthly Report for April 2017

OFFICER'S RECOMMENDATION:

That Council note the Visitor Information Centre and Library Monthly Report for April 2017

COUNCIL RESOLUTION:

That Council note the Visitor Information Centre and Library Monthly Report for April 2017

16.05/17 MOVED (Crs T Toomey/ L Sampson) CARRIED

Department: General Manager
Submitted by: Andrew Hopkins
Reference/Subject: Report 8 - Visitor Information Centre and Library

OFFICER'S RECOMMENDATION:

That Council

- a) Rescind all of resolution 12.05/15.
- b) Conduct a councillor strategic planning workshop in July or August 2017 to consider options for improving the visitor information centre.

PROCEDURAL MOTIONS

17.05/17 Motion to move into committee of the whole – MOVED (Cr B Crouch/N Ledger) CARRIED

18.05/17 Motion to resume standing orders – MOVED (Cr B Crouch/L Sampson) CARRIED

COUNCIL RESOLUTION:

That Council

- a) Rescind all of resolution 12.05/15 thereby maintaining the separation of the visitor information services and library as two separate entities.
- b) Conduct a councillor strategic planning workshop in July or August 2017 to consider options for improving the visitor information centre.
- c) Council conduct a public walk through of the Visitor Information Centre during July 2017.

19.05/17 MOVED (Crs B Crouch/T Toomey) CARRIED

Department: Infrastructure & Regulation
Submitted by: Director Infrastructure and Regulation
Reference/Subject: Report 10 - Mihi Creek Bridge (U17/7314) and Munsie Bridge (U17/7315) Tenders

Cr N Ledger left the room at 2:46pm having earlier declared an interest in this report.

OFFICER'S RECOMMENDATION:

That:

Council accept the tender from New England Precast and Concrete Contractors for the supply and installation of precast concrete bridge components for the upgrading of the Mihi Creek Bridge on Enmore Road (\$245,454.55 exc GST) and Munsie Bridge on Gostwyck Road (\$495,454.55 exc GST).

PROCEDURAL MOTIONS

20.05/17 Motion to move into committee of the whole – MOVED (Cr R Bell/B Crouch) CARRIED

Meeting closed to public to discuss confidential attachments to the report.

21.05/17 Motion to resume standing orders – MOVED (Cr L Sampson/I Strutt) CARRIED

Meeting reopened to public.

COUNCIL RESOLUTION:

That:

Council accept the tender from New England Precast and Concrete Contractors for the supply and installation of precast concrete bridge components for the upgrading of the Mihi Creek Bridge on Enmore Road (\$245,454.55 exc GST) and Munsie Bridge on Gostwyck Road (\$495,454.55 exc GST).

22.05/17 MOVED (Crs R Bell/ K Ward) CARRIED

Cr Ledger returned to the room at 3:01pm

Department: Infrastructure & Regulation
Submitted by: Consultant Town Planner
Reference/Subject: Report 11 - Development Application 11/2017 – 3 Lot Subdivision – 31 Bridge Street and Queen Street, Uralla

WITHDRAWN FROM THE AGENDA

Cr Ledger left the meeting at 3:04pm

Department: General Managers Office
Submitted by: Director Community and Governance & Chief Financial Officer
Reference/Subject: Report 12 - /Integrated Planning and Reporting – Public Exhibition

OFFICER'S RECOMMENDATION:

That Council:

- 1. Place the following documents on 28-day public exhibition:**
 - a. Community Strategic Plan 2027**
 - b. Delivery Program 2017-2021 and Operational Plan 2017-2018 (including the Statement of Revenue Policy, which comprises the 2017/18 Budget Estimates, Rates and Charges, Borrowings, and Fees and Charges)**
- 2. Adopt the documents should no submissions be received, or receive a further report should submissions be received during the public exhibition period.**

Revised Recommendation:

That Council:

1. Apply a minimum CPI increase to all non-statutory fees and charges prior to public exhibition of the Delivery Program 2017-2021 and Operational Plan 2017-2018.
2. Place the following documents on 28 day public exhibition:
 - a. Community Strategic Plan 2027
 - b. Delivery Program 2017-2021 and Operational Plan 2017-2018 (including the Statement of Revenue Policy, which comprises the 2017-2018 Budget Estimates, Rates and Charges, Borrowings, and Fees and Charges)
3. Adopt the documents should no submissions of a material nature be received, or receive a further report should significant submissions be received during the public exhibition period.
4. Delegate the General Manager to make minor corrections and changes.

PROCEDURAL MOTIONS

23.05/17 Motion to move into committee of the whole – MOVED (Cr B Crouch/ T Toomey) CARRIED

Motion to have a five minute adjournment – MOVED Cr K Ward/Cr M Pearce –

24.05/17 Motion to resume standing orders – MOVED (Cr B Crouch/L Sampson) CARRIED

COUNCIL RESOLUTION:

That Council:

1. Apply a minimum CPI increase to all non-statutory fees and charges prior to public exhibition of the Delivery Program 2017-2021 and Operational Plan 2017-2018.
2. Place the following documents on 28 day public exhibition:
 - a. Community Strategic Plan 2027
 - b. Delivery Program 2017-2021 and Operational Plan 2017-2018 (including the Statement of

Revenue Policy, which comprises the 2017-2018 Budget Estimates, Rates and Charges, Borrowings, and Fees and Charges)

3. Adopt the documents should no submissions of a material nature be received, or receive a further report should significant submissions be received during the public exhibition period.
4. Delegate the General Manager to make minor corrections and changes.

25.05/17 MOVED (Crs R Bell/I Strutt) CARRIED

Department: Finance
Submitted by: Chief Financial Officer
Reference/Subject: Report 13 - 2016/17 – 3rd Quarter Budget Review Statements

OFFICER'S RECOMMENDATION:

1. That the third quarter budget review summary for the 2016/17 financial year be received and noted; and
2. That the adjustments to budget allocations, including transfers to and from reserves, be adopted;

COUNCIL RESOLUTION:

1. That the third quarter budget review summary for the 2016/17 financial year be received and noted; and
2. That the adjustments to budget allocations, including transfers to and from reserves, be adopted;

26.05/17 MOVED (Crs K Ward/ I Strutt) CARRIED

17. MOTIONS ON NOTICE

Department: Notice of Motion
Submitted by: Cr. Crouch
Subject: Correction of Code of Conduct Statistical Report

Cr K Ward left the room at 4:11pm having earlier declared an interest in this report.

COUNCILLOR'S RECOMMENDATION:

That the revised statistical code of conduct return which was lodged with the Office of Local Government for reporting period 2016 be tabled at the next ordinary meeting of Council.

COUNCIL RESOLUTION:

That the revised statistical code of conduct return which was lodged with the Office of Local Government for reporting period 2016 be tabled at the next ordinary meeting of Council.

27.05/17 MOVED (Crs B Crouch/I Strutt) CARRIED

Cr K Ward returned to room at 4:14pm

18. SCHEDULE OF COUNCIL RESOLUTIONS

As at 18 May 2017.

19. RESPONSES TO QUESTIONS FROM PREVIOUS MEETING

Department: General Manager
Submitted by: Andrew Hopkins
Reference/Subject: Response to Question from Cr Crouch

OFFICER'S RECOMMENDATION:

That:

Council note the responses to the Councillor's questions from the previous meeting.

28.05/17 MOVED (Crs B Crouch/K Ward) CARRIED

Department: General Manager
Submitted by: Andrew Hopkins
Reference/Subject: Response to Question from Cr Ledger

OFFICER'S RECOMMENDATION:

That:

Council note the responses to the Councillor's questions from the previous meeting including the cost of road sealing to be \$300,000/km.

29.05/17 MOVED (Crs B Crouch/K Ward) CARRIED

20. QUESTIONS FOR NEXT MEETING

T Toomey – Traffic Committee Meeting

Question: When does the next traffic committee meeting occur, will the intersection layouts for King and Maitland Sts be ready in accordance with the March 2017 resolution for that meeting and can I be given permission to attend again as an observer?

B Crouch – Fire and Emergency Services Levy

Are people aware that they can request a reclassification of their land for the purpose of assessing the land for FESL?

21. CONFIDENTIAL BUSINESS

There was no confidential business.

CLOSURE OF MEETING

The meeting was closed at 4:33pm

COUNCIL MINUTES CONFIRMED BY:	
RESOLUTION NUMBER:	
DATE:	
MAYOR:	

Bundarra 355 committee of Council – 17 May 2017, 7pm.

Apologies: Darrell Franklin. Mellisa Lowell. David Lowell. Andrew Hopkins. Natasha Ledger

Present:

Councillor Bob Crouch. John Layton. Theresa Layton. Spencer Hall. Jeffrey Dezius. Dawn Franklin.

In the absence of President Darrell Franklin it was moved John Layton seconded Theresa Layton that Councillor Bob Crouch take the chair

Minutes from the previous meeting taken as read

Moved Geoff Dezius. Seconded Spence Hall, carried that the minutes of the previous meeting were correct

Business arising:

Correction to AGM:

Melissa Lowell appointed treasurer.

John Layton to contact David Lowell regarding decision on replacement projector

The committee would like to work with council to improve the Waste Station as the committee is concerned about potential cost of transfer station.

- Concerns regarding waste outside the region
- Would like to see receipts or monthly statements issued to frequent users

Tennis Court ownership.

There is still some confusion re the title of the Bundarra Tennis Courts. Secretary to contact Penny Harvey, Anglican church Parish Council regarding ownership clarification

Hall Insurance:

Moved Geoff Dezius that hirers of the hall receive a copy of Hall hire.

Business item next meeting noted.

Correspondence Out:

Nil

Correspondence In:

Spencer Hall

Treasurers report:

Balance as at 28 th March 2017	\$1453.82
Cash on hand	<u>\$ 284.00</u>
Balance	<u>\$1737.82</u>

Council to be reimbursed \$1350 for show/play at the hall and Arts North West membership

Moved Therese Layton that the treasurers' report be accepted.

Seconded Geoffrey Dezius

GENERAL BUSINESS:

- Advice from Council is; funds are available to update antiquated (Bundarra) town brochure
- Request from Marie Harper Bundarra CWA for replacement tables for the hall
- Bundarra parents have raised the issue of a skate park. The committee requests council advice on application for funding for this project.

There being no further business the meeting closed at 7.45pm

Next meeting 19th July 2017 7pm

8. ANNOUNCEMENTS

9. TABLING OF REPORTS & PETITIONS

10. RECOMMENDATIONS FOR ITEMS TO BE CONSIDERED IN THE CONFIDENTIAL SECTION

There are no items recommended for the confidential section.

11. URGENT SUPPLEMENTARY & LATE ITEMS OF BUSINESS

Report 10 - Adoption of 2027 Community Strategic Plan, 2017-2021 Delivery Program and 2017-18 Operational Plan and Revenue Statements.

12. PRESENTATIONS

There are no presentations scheduled for this meeting.

13. DEPUTATIONS

There are no deputations registered for this meeting.

14. WRITTEN REPORTS FROM DELEGATES

To be received at the meeting.

15. MAYORAL MINUTE

There is no mayoral minute.

16. REPORTS TO COUNCIL



REPORT TO COUNCIL

Department:	Organisational Services - Finance
Submitted by:	Simon Paul – Chief Financial Officer
Reference/Subject:	Report 1 - Cash at Bank and Investments

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

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

SUMMARY:

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

OFFICER'S RECOMMENDATION:

That:

Council note the cash position as at 31 May, 2017 consisting of cash and overnight funds of \$2,991,195, term deposits of \$11,050,000 totalling \$14,041,195 of readily convertible funds.

BACKGROUND:

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

REPORT:

Current term deposits of \$11,050,000 spread over the next six months will receive a range of interest from 2.25% to 3.12% with an average rate of 2.7%. Diary of maturing dates and amounts is attached.

Council's General Fund bank balances (listed in the attachments) have been reconciled to the bank statement as at 31 May, 2017.

KEY ISSUES:

Interest rates have remained unchanged over the last month. The outlook for any increase in interest rates in the near future is very low. These low rates will result in reduced investment returns over the coming year.

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

Prepared by staff member: Simon Paul

TRIM Reference Number: U15/287

Approved/Reviewed by Manager: Chief Financial Officer

Department: Organisational Services - Finance

Attachments: A. Council's Investments as 31 May, 2017

Diary of Investment Maturity Dates and Amounts

Uralla Shire Council
Investments at 31 May, 2017

Cash at Bank – Operating Accounts:

Institution	Account	Bank Statement
National Australia Bank	Main Account	\$275,828.56
National Australia Bank	Trust Account	\$31,296.33
Community Mutual	Bundarra RTC	\$24,153.95
Total		\$331,278.84

Business Investment (Cash Management) Account

Institution	Interest rate	Balance
National Australia Bank	0.01%	\$0.00
Professional Funds	0.15% above RBA cash rate	\$2,659,916.56
Total		\$2,659,916.56

Term Deposits:

Institution	Interest rate	Maturity	Balance
ANZ	2.40%	17/11/2017	\$300,000.00
ANZ	2.35%	24/08/2017	\$800,000.00
Commonwealth Bank	2.64%	13/06/2017	\$700,000.00
Newcastle Permanent	2.80%	4/07/2017	\$500,000.00
National Australia Bank	2.25%	17/07/2017	\$500,000.00
Newcastle Permanent	2.50%	24/07/2017	\$600,000.00
Regional Australia Bank	2.70%	25/07/2017	\$250,000.00
Newcastle Permanent	2.60%	25/07/2017	\$250,000.00
Westpac Banking Corporation	3.00%	26/07/2017	\$1,000,000.00
Regional Australia Bank	2.70%	23/08/2017	\$800,000.00
National Australia Bank	2.55%	28/08/2017	\$600,000.00
National Australia Bank	2.55%	7/09/2017	\$500,000.00
Regional Australia Bank	2.70%	15/09/2017	\$500,000.00
Westpac Banking Corporation	3.00%	18/10/2017	\$1,300,000.00
Commonwealth Bank	2.51%	20/11/2017	\$250,000.00
National Australia Bank	2.75%	28/11/2017	\$1,000,000.00
Westpac Banking Corporation	3.12%	24/01/2018	\$600,000.00
Commonwealth Bank	2.61%	4/05/2018	\$600,000.00
Total			\$11,050,000.00

Loans:

Loan no.	Purpose	Balance
165	MGH Property	\$59,044.24
167	Rear Service Lane Land	\$4,620.35
168	Community Centre	\$48,483.87
176	Library Extensions	\$234,439.48
177	Grace Munro Centre	\$187,571.30
181	Creative Village Works	\$12,816.62
185	Public Toilets Alma Park	\$15,421.81
186	Public Toilets Pioneer Park	\$21,634.33

187	Undergrounding Power and Mainstreet Upgrade	\$173,805.55
188	Paving and Power Undergrounding	\$41,610.28
189	Bridge Construction	\$235,221.44
190	Bridge construction & industrial land development	\$1,821,366.52
Total		\$2,856,035.79



REPORT TO COUNCIL

Department:	Infrastructure & Regulation
Submitted by:	Director of Infrastructure & Regulation
Reference/Subject::	Report 2 - Development Approvals and Refusals for May 2017

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

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

SUMMARY:

The following details the development approvals issued by Council and by private certification for May 2017 for the entire local government area. A listing of development applications outstanding with a status as at the end of May 2017 has also been provided.

For information purposes a summary of the development values is provided from January 2006 until the end of May 2017. Similarly, a summary of the number of dwellings approved within the local government area from 1 January 2006 until the end of May 2017 is provided.

OFFICER'S RECOMMENDATION:

That Council receive and note the development approvals and refusals for May 2017.

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

Development Application Number	Applicant	Property	Development
DA-1-2017-2	New England Surveying & Engineering	87 Dumaresq Road, Saumarez Ponds	Modification – Staged 4 Lot Subdivision
DA-15-2017	Mr J & Mrs A Doak	216 Mount Drummond Road, Bundarra	2 Lot Consolidation, Relocate House, Piers, Alterations & Additions
DA-20-2017	Mr B Archibald	21 Bligh Avenue, Uralla	Garage & Carport
DA-23-2017	Ms J Pickard	192 Dumaresq Road, Saumarez Ponds	Shed
DA-24-2017	Mr J Thompson & Ms P McClements	5 Brentara Road, Invergowrie	Staged Development: Dwelling & Garage
DA-26-2017	Mr P Macready	3 Cluan Avenue, Uralla	3 Bay Shed
DA-27-2017	Mr S Kelly	5 Sandon Close, Uralla	3 Bay Shed
Monthly Estimated Value of Approvals: \$318,524.00			

Refusals: Nil

DAs Withdrawn: DA-11-2017 at 31 Bridge Street Uralla for 3 Lot Subdivision

Comparison to May 2016:

May 2016:	\$28,650.00	May 2017:	\$318,524.00
Year to date: (Calendar Year)	\$1,547,644.00	Year to date: (Calendar Year)	\$2,074,304.00

Development Applications Outstanding

Application Number	Applicant	Property	Development	Status
DA-68-2016	Mr G & Mrs J Fletcher	5 Plane Avenue, Uralla	3 Lot Subdivision	Awaiting Applicant
DA-2-2017	Mr S Lovick	168 Kalinda Road, Invergowrie	Relocated Secondary Dwelling	Awaiting Applicant
DA-12-2017	New England Surveying & Engineering	253 Eastern Avenue, Kentucky South	Free Range Piggery	Under Assessment
DA-21-2017	Mr V Hudson	19 Karava Place, Uralla	Dual Occupancy & Conversion of Shed to Dwelling	Awaiting Applicant
DA-25-2017	Mr M Smith & Ms L Ducat	4 Rocklea Road, Invergowrie	Staged 4 Lot Subdivision & Dwelling Under Clause 4.6	Under Notification
Total:				5

Construction Certificates**Approved:**

Application Number	Applicant	Property	Construction
CC-15-2017	Mr J & Mrs A Doak	216 Mount Drummond Road, Bundarra	Relocate House, Piers, Alterations & Additions
CC-24-2017	Mr J Thompson & Ms P McClements	5 Brentara Road, Invergowrie	Staged Development: Dwelling & Garage

Refused: Nil

Issued by Private Certifier:

Application Number	Applicant	Property	Construction
CC-45-2014	Mr I Mackintosh	Lot 266 Bakers Lane, Kentucky	Awning to Existing Shed
CC-52-2014-2	Mr B & Mrs R Tobler	45 Queen Street, Uralla	Lounge Room Addition
CC-6-2017	Mr R South	192 Dumaresq Road, Saumarez Ponds	Secondary Dwelling
CC-8-2017	Mr P Byrne	26 John Street, Uralla	Dual Occupancy Unit Piers & Two Garages
CC-10-2017	Mr N & Mrs T Cullen	Lot 542 Leece Road, Uralla	Shed

Total Monthly Estimated Value of Construction Certificate Approvals: \$480,000.00**Complying Development Certificate Applications****Approvals:**

Application Number	Applicant	Property	Development
CDC-13-2017	Mr J Power	35 Mount Mitchell Road, Invergowrie	Shed

Refusals: Nil

Withdrawn: Nil

Issued by Private Certifier:

Application Number	Applicant	Property	Development
CDC-6-2017	BMM Group Pty Ltd	34 Pomona Road, Uralla	Telecommunication Facility
CDC-12-2017	Mr S Strijland	10 Roman Street, Uralla	Alterations to Existing Dwelling
CDC-14-2017	Mr S Brown	1 Dumaresq Street, Uralla	Dwelling
CDC-15-2017	Mr E & Mrs W Thomson	56 Amaroo Road, Invergowrie	Shed 1
CDC-16-2017	Mr E & Mrs W Thomson	56 Amaroo Road, Invergowrie	Shed 2

Total Monthly Estimated Value of Complying Development Certificate Approvals: \$389,740.00**Comparison to May 2016:**

May 2016:	\$470,000.00	May 2017:	\$389,740.00
Year to date: (Calendar Year)	\$533,513.00	Year to date: (Calendar Year)	\$916,710.00

Calendar Year Development Values

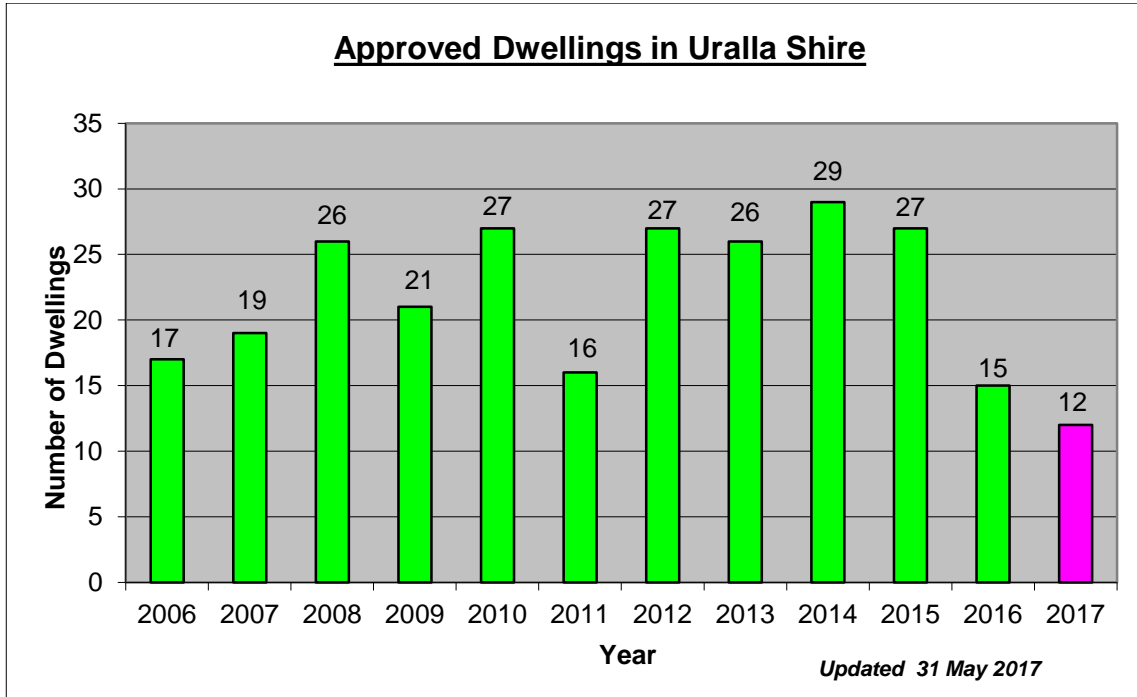
Year	Total Development Value \$	Average Development Value \$	Development Application Value \$	Complying Development Value \$
2006	6,310,059	42,349	6,310,059	-
2007	7,211,361	44,515	7,211,361	-
2008	9,155,533	50,030	7,393,239	1,762,294
2009	9,290,046	72,016	5,749,162	3,540,884
2010	10,586,972	86,073	5,958,887	4,628,085
2011	6,584,483	53,101	3,449,607	3,134,876
2012	11,390,780	102,620	6,158,718	5,232,062
2013	9,259,318	91,676	4,678,720	4,580,598
2014	8,246,689	70,485	5,657,845	2,588,844
2015	9,137,065	92,294	6,980,198	2,156,867
2016	5,958,716	94,583	3,997,389	1,961,327
2017	2,991,014	72,952	2,074,304	916,710

2017 to date

Financial Year Development Values

Year	Total Development Value \$	Average Development Value \$	Development Application Value \$	Complying Development Value \$
2005-2006	6,090,640	39,808	6,090,640	-
2006-2007	6,302,833	38,668	6,302,833	-
2007-2008	8,128,806	52,444	8,128,806	-
2008-2009	8,095,812	61,332	4,588,050	3,507,762
2009-2010	12,395,113	77,469	7,121,590	5,273,523
2010-2011	8,212,500	73,986	5,023,347	3,189,153
2011-2012	5,986,330	53,449	3,667,764	2,318,566
2012-2013	12,339,996	101,983	6,100,857	6,239,139
2013-2014	8,296,829	76,118	4,653,404	3,643,425
2014-2015	9,779,535	109,917	6,392,261	3,387,274
2015-2016	7,560,263	76,366	6,393,433	1,166,830
2016-2017	6,133,794	67,404	3,807,520	2,326,274

2016-2017 to date



KEY ISSUES:

- *Development Applications approved by Council for May 2017 – 7*
- *Development Applications refused by Council for May 2017 – 0*
- *Development Applications withdrawn by Applicant for May 2017 – 1*
- *Outstanding Development Applications as at 31 May 2017 – 5*
- *Construction Certificates approved by Council for May 2017 – 2*
- *Construction Certificates refused by Council for May 2017 – 0*
- *Construction Certificates issued by private certification for May 2017 – 5*
- *Complying Development Applications approved by Council for May 2017 – 1*
- *Complying Development Applications refused by Council for May 2017 – 0*
- *Complying Development Applications issued by private certification – 5*
- *Total Development Value for 2017 as at 31 May 2017 – \$2,991,014*
- *Average Development Value for 2017 as at 31 May 2017 – \$72,952*
- *Development Application Value for 2017 as at 31 May 2017 – \$2,074,304*
- *Complying Development Application Value for 2017 as at 31 May 2017 – \$916,710*
- *Approved dwellings as at 31 May 2017 – 12*

COUNCIL IMPLICATIONS:

A. Community Engagement/ Communication (per engagement strategy)

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

B. Policy and Regulation

Environmental Planning & Assessment Act, 1979.

Environmental Planning & Assessment Regulations, 2000.

C. Financial (LTFP)

Nil

D. Asset Management (AMS)

Nil

E. Workforce (WMS)

Nil

F. Legal and Risk Management

Nil

G. Performance Measures

Nil

H. Project Management

Nil

Prepared by staff member:

Administration Officer

TRIM Reference Number:

U12/168

Approved/Reviewed by Manager:

Director Infrastructure & Regulation

Department:

Infrastructure & Regulation

Attachments:

Nil



REPORT TO COUNCIL

Department:	Governance and Information
Submitted by:	<i>Trish Kirkland</i>
Reference/Subject:	Report 3 - Code of Conduct Statistical Return 2016

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Objective:	<i>Provide advice and direction in corporate governance</i>
Strategy:	<i>Ensure compliance with regulatory and statutory requirements and that operations are supported by effective corporate governance.</i>
Action:	<i>Ensure compliance with regulatory and statutory requirements</i>

SUMMARY:

This report provides a copy of the Code of Conduct statistical report lodged with the Office of Local Government for reporting period 2016.

OFFICER'S RECOMMENDATION:

That Council note the report.

BACKGROUND:

On 23 May 2017, Council resolved to receive a report providing the revised statistical code of conduct return that was lodged with the Office of Local Government for reporting period 2016.

REPORT:

On 22 November 2016, Council considered a report titled "Code of Conduct – Complaints Statistics Report" regarding the statutory requirement of the Code of conduct complaints coordinator to report the Code of Conduct Statistical Report to Council and to the Office of Local Government. Council resolved to seek further advice from the Office of Local Government to clarify reporting requirements for the number of complaints received.

On 20 December 2016, Council considered a further report titled "Code of Conduct Complaints Statistics Report" providing clarifying information about completion of the statistical data for the purposes of reporting to council and the Office of Local Government. Council resolved to note the report.

On 23 May 2017, Council considered a notice of motion titled "Correction of Code of Conduct Statistical Report" and resolved to receive a report providing the revised statistical code of conduct return that was lodged by Council with the office of Local Government for reporting period 2016.

CONCLUSION:

A copy of the Code of Conduct statistical return for reporting period 2016, lodged with the Office of Local Government, is provided at Attachment 1.

COUNCIL IMPLICATIONS:

A. Community Engagement/ Communication (per engagement strategy)

Nil

B. Policy and Regulation

Nil

C. Financial (LTFP)

Nil

D. Asset Management (AMS)

Nil

E. Workforce (WMS)

Nil

F. Legal and Risk Management

Nil

G. Performance Measures

Nil

H. Project Management

Nil

**Andrew Hopkins
General Manager**

Prepared by staff member:

Trish Kirkland

TRIM Reference Number:

Approved/Reviewed by Manager:

Andrew Hopkins

Department:

General Manager

Attachments:

B. Code of Conduct Statistical Return lodged with the OLG for 2016.

Model Code of Conduct Complaints Statistics Uralla Shire Council

Number of Complaints

1	a	The total number of complaints received in the period about councillors and the General Manager (GM) under the code of conduct	3
	b	The total number of complaints finalised in the period about councillors and the GM under the code of conduct	3

Overview of Complaints and Cost

2	a	The number of complaints finalised at the outset by alternative means by the GM or Mayor	0
	b	The number of complaints referred to the Office of Local Government under a special complaints management arrangement	0
	c	The number of code of conduct complaints referred to a conduct reviewer	2
	d	The number of code of conduct complaints finalised at preliminary assessment by conduct reviewer	0
	e	The number of code of conduct complaints referred back to GM or Mayor for resolution after preliminary assessment by conduct reviewer	0
	f	The number of finalised code of conduct complaints investigated by a conduct reviewer	2
	g	The number of finalised code of conduct complaints investigated by a conduct review committee	0
	h	The number of finalised complaints investigated where there was found to be no breach	0
	i	The number of finalised complaints investigated where there was found to be a breach	2
	j	The number of complaints referred by the GM or Mayor to another agency or body such as the ICAC, the NSW Ombudsman, the Office or the Police	1
	k	The number of complaints being investigated that are not yet finalised	0
	l	The total cost of dealing with code of conduct complaints within the period made about councillors and the GM including staff costs	49,592

Preliminary Assessment Statistics

- | | | |
|---|---|---|
| 3 | The number of complaints determined by the conduct reviewer at the preliminary assessment stage by each of the following actions: | |
| a | To take no action | 0 |
| b | To resolve the complaint by alternative and appropriate strategies | 0 |
| c | To refer the matter back to the GM or the Mayor, for resolution by alternative and appropriate strategies | 0 |
| d | To refer the matter to another agency or body such as the ICAC, the NSW Ombudsman, the Office or the Police | 0 |
| e | To investigate the matter | 2 |
| f | To recommend that the complaints coordinator convene a conduct review committee to investigate the matter | 0 |

Investigation Statistics

- | | | |
|---|--|---|
| 4 | The number of investigated complaints resulting in a determination that there was no breach , in which the following recommendations were made: | |
| a | That the council revise its policies or procedures | 0 |
| b | That a person or persons undertake training or other education | 0 |
| 5 | The number of investigated complaints resulting in a determination that there was a breach in which the following recommendations were made: | |
| a | That the council revise any of its policies or procedures | 0 |
| b | That the subject person undertake any training or other education relevant to the conduct giving rise to the breach | 0 |
| c | That the subject person be counselled for their conduct | 0 |
| d | That the subject person apologise to any person or organisation affected by the breach | 2 |
| e | That findings of inappropriate conduct be made public | 2 |
| f | In the case of a breach by the GM, that action be taken under the GM's contract for the breach | 0 |
| g | In the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the Local Government Act 1993 | 2 |
| h | In the case of a breach by a councillor, that the matter be referred to the Office for further action | 2 |
| 6 | Matter referred or resolved after commencement of an investigation under clause 8.20 of the Procedures | 0 |

Categories of misconduct	
7	The number of investigated complaints resulting in a determination that there was a breach with respect to each of the following categories of conduct:
a	General conduct (Part 3) 2
b	Conflict of interest (Part 4) 2
c	Personal benefit (Part 5) 2
d	Relationship between council officials (Part 6) 2
e	Access to information and resources (Part 7) 2
Outcome of determinations	
8	The number of investigated complaints resulting in a determination that there was a breach in which the council failed to adopt the conduct reviewers recommendation 0
9	The number of investigated complaints resulting in a determination that there was a breach in which the council's decision was overturned following a review by the Office 0



REPORT TO COUNCIL

Department:	Community & Governance Directorate.
Submitted by:	Community Development & Tourism Coordinator
Reference/Subject:	Report 4 - Visitor Information Centre & Library Monthly Report for May 2017

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

- Objective:** To promote and support commercial and tourism opportunities to attract visitors and permanent residents to the shire. Provide support services and access to the Library for the Community & Visitors.
- Strategy:** To progressively increase the number of visitors to the Uralla Shire and number of internet hits to the Uralla Tourism website on tourism matters and to satisfy those enquiries. To increase the number of people using the self check service in the library to free up staff for other duties.
- Action:** Staffing the Visitor Information Centre and the Library with Council employees and volunteers to provide Tourism & Library services seven days a week.

SUMMARY:

This report provides an outline of activities at the Visitor Information Centre & the Library for the month of May, 2017.

OFFICER'S RECOMMENDATION:

That the report be received and noted.

REPORT:

Visitor Information Centre:

The Today Show Broadcast: On 4th May, the Channel 9 Today Show Weather Team filmed 5 live crosses from the main street in Uralla. This provided Uralla with the opportunity to showcase itself to the Nation. The live crosses featured a number of local businesses and personalities including Captain Thunderbolt and his trusty steed. By the end of the day Council's Facebook posts had been seen on 39,000 individual news feeds. All the people and organisations involved have been sent a Thank you letter and a Certificate of Appreciation for their contribution.

New England High Country

NEHC has been omitted from the Destination NSW current Tourism campaign. A meeting has been organised on 13th June to discuss what can be done to address this matter and also the complexities surrounding the DNSW funding application process.

NEHC Group has also raised concerns regarding the benefit to Councils and operators of the Travel In website. A meeting has been organised for late July to discuss these issues further.

VIC Gift Shop Sales – Our Year-to-Date Sales Figures are currently sitting at \$14,683.65 with the previous years total sales totalling \$17,726. Our budgeted sales for 2017/2018 are \$15,000. May has recorded an increase in sales up by approximately 36%. Unfortunately, overall we are still down on last years sales by approximately 17%. We are looking to increase our offerings in the VIC to increase sales further from July 1.

Sales to-date for 2016-17 Financial Year

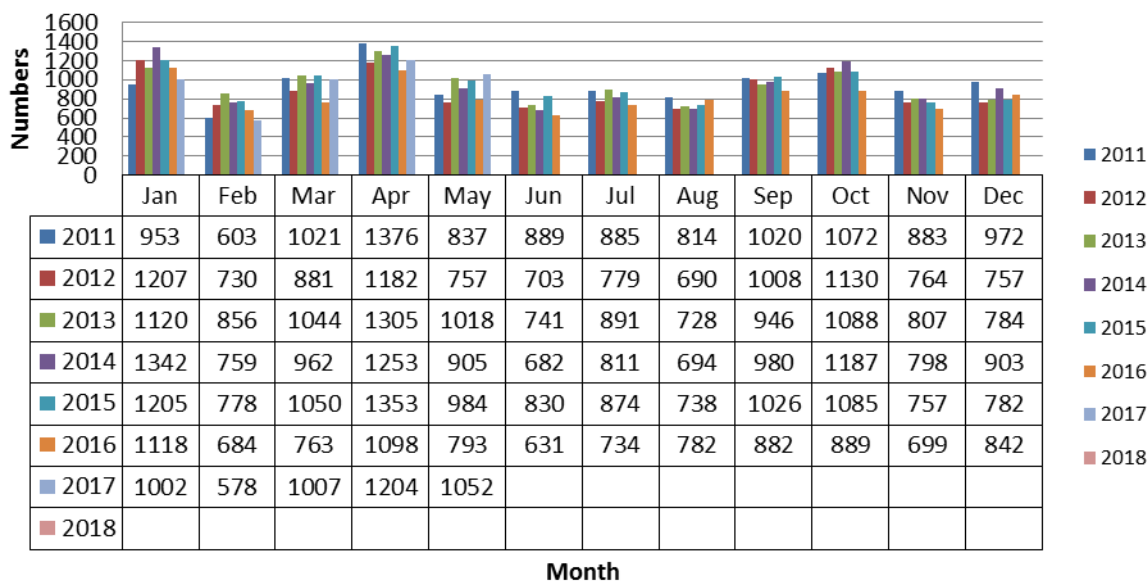
Month	Total
July	1251.65
August	1369.95
September	1351.30
October	1235.20
November	1605.60
December	1461.60
January	1483.15
February	931.45
March	914.30
April	1301.45
May	1778.15
June	
Total (\$)	14,683.80

Annual May Sales Comparison

Year	Total
2014/15	\$1,620.80
2015/16	\$1,375.50
2016/17	\$1,778.15

Visitor Statistics – May 2017 has experienced a decrease in visitor numbers from 1,204 to 1,052 (approx. 12.6% decrease) from the previous month. This can be attributed to the Winter season when visitors tend to travel to warmer climates. There is an opportunity to embrace the cold and host events that promote winter and not see this time of the year as a lull in profits - winter is peak season for the Blue Mountains for example. Compared to May 2016 the numbers for May 2017 have increased from 793 to 1,052 (approx.32% increase). This is above average for the previous 3 years. The 2014-2016 average for the month of May is 894 visitors.

Uralla Visitor Information Centre Visitor Numbers



Key Issues:

- New England High Country Campaign
- VIC Gift Shop Sales
- DNSW Funding application process

Library:

The number of books loaned through the Library for month of May was 2,178, this is up from 1,500 in April (approx. 45% increase). This places Uralla as the 4th highest books loaned in the Central Northern Library Group again out of 15 libraries. The month of May saw 17 new members sign up (compared to 18 for April) which sees Uralla in the top 3 out of 15 Libraries in the group again for the month of May.

During May the Library held its monthly Book Discussion Group on 16th May; Lego Club aimed at 5-12 years old age group was held on 18th May & The Knit One Purl One Group.

A Mother's Day High Tea was held in the Uralla Library, on Sunday 14th May, this event is always well supported and appreciated by the local community. A lovely day was had by all.

On the 18 May, Uralla Library hosted Visiting Author, Karly Lane to promote her new book; 'If Wishes were Horses'. This event was well supported and attended by the Mayor. Ms Lane is considered one of Australia's best selling Author's who has already published 15 books prior to this one.

Key Issues:

- CNRL database issues
- The Self-Checker service.

**Kim-Trieste Hastings
Community Development & Tourism Coordinator**

Prepared by staff member: Kim-Trieste Hastings
TRIM Reference Number:
Approved/Reviewed by Manager: Andrew Hopkins
Department: General Manager
Attachments: Nil

Department:	General Manager
Submitted by:	Andrew Hopkins
Reference/Subject:	Report 5 - Winter Engagement Activity

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Objective:	4.1	A strong, accountable and representative Council.
Strategy:	4.1.2	Engage with the community effectively and use community input to inform decision making
Action:	4.1.2.1	Develop, implement and review Council community engagement framework and community consultative panels.

SUMMARY:

At its February 2016 meeting, Council determined to conduct three community engagement activities annually.

Subsequent to that meeting and on 28th February, Council conducted an Industry Engagement Breakfast as part of the Back to Business Week program funded by the NSW Government Department of Industry.

That engagement activity focused upon shire businesses which generated or serviced tourism related activities.

Council should now select a date, time and interest group for the winter engagement activity.

OFFICER'S RECOMMENDATION:

That Council conduct a morning tea on Tuesday 25th July 2017 with volunteers/volunteer groups operating within Uralla Shire.

REPORT:

At its February 2016 meeting, Council determined as follows:

That Council:

- a) *Continue with the existing Community Engagement Strategy (2015) but remove reference to Strategic Community Consultative Panels.*
- b) *Host a minimum of three (3) Engagement functions in the 2017 calendar year.*
- c) *Approve funds of \$1,500 to be allocated for each Engagement functions.*
- d) *Approve the scope and schedule of dates outlined within the 'Report' (below).*

The initial engagement activity was held on 28th February 2017 to coincide with the Back to Business Week program and the March Council meeting was debriefed about the success of that activity whereat Uralla businesses and tourist operators were invited to a breakfast to listen to the Hon Adam Marshall, Minister for Tourism and Member for New England, discuss his newly appointed role as the Tourism Minister and tourism in the New England generally.

The purpose of the engagement activities is for Council to 'connect with' and 'listen' to the views of the various industry groups and community groups within the Uralla Shire.

A number of industry and interest groups have previously been identified in Council workshops and meetings, including, but not limited to the following:

- Town business.
- Agriculture and farming.
- Tourism related interests.
- Micro businesses.
- Volunteer groups.
- Young people.
- The aged.
- The disadvantaged.
- Etc.

Additionally, at the February meeting, the opportunity to engage with these groups at a range of times and venues was also discussed, options included:

- Breakfasts;
- Lunches;
- Morning/afternoon teas;
- Late afternoon/early evening 'drinks and nibbles';
- Etc.

Suggestion

Volunteering is activity which is essential to the well being, maintenance and advancement of communities, especially smaller regionally based communities.

Volunteering is often a thankless task.

A lot can be learned from volunteers within our communities as they undertake activities and provide services to a broad range of community members and are consequentially well placed to identify the opportunities and constraints which exist within our communities.

The demographic of this interest group is skewed to retirees and those who are (or who are able to be) generous with their time. Consequently, engaging with this group, particularly in winter, should be indoors and during the day (ie not a breakfast or evening activity).

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

Department:	Infrastructure & Regulation
Submitted by:	Consultant Town Planner
Reference/Subject:	Report 6 - Development Application 12/2017 – Free Range Piggery – 253 Eastern Avenue, Kentucky South

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

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

SUMMARY:

The purpose of this report is for Council to finalise the determination of a Development Application for a Free Range Piggery at 253 Eastern Avenue, Kentucky South.

This development application was considered at the 23 May 2017 Ordinary Council Meeting. Resolution 9.05/17 required the alteration to development condition 13 and the inclusion of condition 16.

OFFICER'S RECOMMENDATION:

That Council modify Development Consent 12/2017 by:

- a) **Altering Condition 13 to read;**
 - 13. Full details of all intended fencing construction, including materials for the internal and boundary fences are to be submitted to and approved by Council prior to the commencement of the piggery operation. All fencing is to be maintained in a condition that will contain all pigs on the land.**
- b) **Including Condition 16.**
 - 16. The applicant is to provide Council with immediate advice of any environmental trigger incident with full details of the incident and proposed mitigation measures.**

BACKGROUND:

- Development Application 12/2017 for free range piggery consisting of 19 sows or 190 pigs, received by Council on 23 February 2017.

- Resulting from the notification process undertaken, three submissions were received.
- Council considered the application at its Ordinary meeting on 23 May 2017 resolving (Resolution 9.05/17) to approve the development application subject to the conditions as recommended, but requested that condition 13 be altered and an additional condition relating to environmental triggers alerts be included as condition 16.

REPORT:

Condition 13

Discussion was held by Council in regards to the nature and adequacy of the fencing materials to be used on the boundaries and internally onsite. It was felt condition 13 should be expanded. It read:

13. All fencing is to be maintained in a condition that will contain all pigs on the land.

Proposed changed wording uses the established phrasing contained within development consents where delegation has been given to the General Manager to ensure that the conditions of development are completed as appropriate prior to the commencement of the piggery operation:

13. Full details of all intended fencing construction, including materials for the internal and boundary fences are to be submitted to and approved by Council prior to the commencement of the piggery operation. All fencing is to be maintained in a condition that will contain all pigs on the land.

Condition 16

It is proposed that condition 16 should read:

16. The applicant is to provide Council with immediate advice of any actual or potential environmental trigger incident with full details of the incident and proposed mitigation measures.

This would ensure that Council would be advised of any potential or actual environmental trigger incidents that may occur during the operation of the piggery. It also requests that the proponent outlines the proposed mitigation measures.

KEY ISSUES:

Nil

CONCLUSION:

This proposed development is for a free range piggery, located on land that has been zoned for Primary Production and it is a permissible use with consent. This development is an appropriate use for the land and there are no issues that cannot be controlled or dealt with by way of appropriate conditioning.

This report completes the variation and addition to the recommended development consent conditions as per the 23 May 2017 Ordinary Meeting resolution 9.05/17.

COUNCIL IMPLICATIONS:

A. Community Engagement/ Communication (per engagement strategy)

Nil

B. Policy and Regulation

Uralla Local Environmental Plan 2012
Uralla Development Control Plan 2011
Environmental Planning & Assessment Act 1979

C. Financial (LTFP)

Nil

D. Asset Management (AMS)

Nil

E. Workforce (WMS)

Nil

F. Legal and Risk Management

Nil

G. Performance Measures

Nil

H. Project Management

Nil

Prepared by staff member: Libby Cumming, Consultant Planner
Approved/Reviewed by Manager: Terry Seymour, Director Infrastructure & Regulation
Department:
Attachments: Nil

Department:	Infrastructure & Regulation
Submitted by:	Director Infrastructure & Regulation
Reference/Subject:	Report 7 - Heritage Advisory Services Summary – June 2017

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Objective:	3.1	To preserve, protect and renew our beautiful natural environment
Strategy:	3.1.3	Protect the shires historic buildings and sites, recognising their value to the community
Action:	3.1.3.1	Administer a Heritage Advisory Service and Local Heritage Assistance Fund

SUMMARY:

This report summarises the activities undertaken by Mitch McKay, Council’s Heritage Advisor, on his monthly visit undertaken for June 2017. His next visit will be Tuesday, 6 July 2017.

OFFICER’S RECOMMENDATION:

That the Heritage Advisory Services Summary for June 2017 be received and noted by Council.

BACKGROUND:

The Heritage Advisory Services Summary is provided to Council for information purposes each month. The Heritage Advisor’s services are offered free to all residents of Uralla Shire so as to facilitate discussion of heritage conservation within the Shire.

REPORT:

A summary of the Heritage Advisor’s June 2017 visit is as follows:

Item 1: Draft Heritage Study 2018-2021

In 2014 Council prepared a heritage strategy for the period 2014-2017. The purpose of the Heritage Strategy is to guide heritage management in the Uralla Shire. Work has commenced in preparing the 2018-2021 Heritage Strategy, taking into account Uralla Shire Council’s Community Strategic Plan 2017-2027 and Delivery Program 2017-2021/Operational Plan 2017-2018.

Item 2: History of Bundarra

Continued research into the history of Bundarra, the development of this once thriving town and of its buildings.

There were no public requests for meeting with the Heritage Advisor for this month.

COUNCIL IMPLICATIONS:

- A. Community Engagement/ Communication (per engagement strategy):** Provide heritage advisory services to the community to recognise and promote the value of Uralla Shire's heritage.
- B. Policy and Regulation:** Nil
- C. Financial (LTFP):** Nil
- D. Asset Management (AMS):** Nil
- E. Workforce (WMS):** Nil
- F. Legal and Risk Management:** Nil
- G. Performance Measures:** Nil
- H. Project Management:** Nil

Prepared by staff member:	Director Infrastructure & Regulation
TRIM Reference Number:	U12/6279
Approved/Reviewed by Manager:	Director Infrastructure & Regulation
Department:	Infrastructure & Regulation
Attachments:	Nil



REPORT TO COUNCIL

Department:	General Manager
Submitted by:	<i>Andrew Hopkins</i>
Reference/Subject:	Report 8 - 2017 REC Ya Shorts Youth Film Festival

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Objective:	1.3	A diverse and creative culture
Strategy:	1.3.2	Work with the community and other partners to develop major cultural and community events and festivals
Action:	1.3.2.1	Work with Council's consultative panels and other partners to encourage events in the Shire.

SUMMARY:

Council is sponsoring an in-school (at Uralla Central School) filmmaking workshop for secondary school students at a cost of \$600. Uralla Central School has extended an invitation to Bundarra Central School to participate. The workshop has a limit of 40 students.

The workshops form part of a broader program which also includes a film festival which will showcase selected films produced by various schools throughout our region(s).

An opportunity exists to participate in this broader program by having the event organisers include Uralla within their regional film festival screening itinerary.

The cost to council in the 2017/18 financial year would be \$3,850(+GST) – which makes provision for 2 workshops and a screening event. No budgetary allocation currently exists for this activity.

OFFICER'S RECOMMENDATION:

That Council allocate \$3,850 in the 2017/18 Budget for:

- a) **Filmmaking workshops \$1,200 (+GST).**
- b) **Participation in the regional Film Festival - \$2,650 (+GST).**

REPORT:

The *REC Ya Shorts Youth Film Festival's* aim is to find and develop the next generation of regional filmmakers in NSW. The project started 3 years ago, as a partnership between Screenwave (Screenwave is an independent organization that develops audiences and industry for film in regional NSW local government areas) and Headspace Coffs Harbour, and quickly grew from 3 to 6 and now to 9 participating regional NSW LGAs.

Working with schools and educational institutions throughout the region, the program aims to foster filmmaking skillsets with young people aged 12-25 throughout the region. The festival aims to actively promote and address positive mental health messages to the community, primarily to a younger demographic. Another aim is to grow this annual event sustainably, teaching filmmaking skills and capturing the stories of more young people living in regional Australia.

The festival consists of around 50 in-school filmmaking workshops, which are currently in process (May – July). New England's will be between June 19th to 30th and includes one for Uralla, which Council is sponsoring at a cost of \$600.

The workshops are followed by the Regional Screening Tour, which is an opportunity for young filmmakers to see their films on the big screen in front of their friends, family, and the community.

Whilst the current itinerary for the Regional Screening Tour does not include Uralla, discussions with the event organisers have indicated that they could undertake a screening in Uralla around the same time (early September) as the planned screenings for Armidale and Tamworth.

The costs for the screening would be as follows (excluding GST):

- Pop-up Indoor Cinema services (5m fast-fold screen, commercial audio and projector setup) - \$1,250
- Video editing for Uralla show - \$400
- Presentation and event management \$650 - \$800*
- Venue. Sponsored.
- Marketing - \$200 (Facebook campaign) + editorial for local news + word of mouth
- Accommodation. Sponsored.
- Travel. Absorbed.

* The event fee has been kept low on the basis that the event organisers can rely upon community in-kind support ('many hands make light work'), including for example, assistance with communication with the community, provision of rubbish bins, assistance with navigating the local community (in a who's who sense) and other logistics which the organiser would otherwise have to attend to.

The event will cost \$2,500+GST where the community in-kind support is provided (approximately \$2,650+GST where not).

The event would be free for everyone in the community to attend, and the event organiser would welcome the Mayor (or representative) to officially open the festival in Uralla and present any awards to local young filmmakers.

The event organiser has advised that whilst they will be providing the know-how (ie in the film making workshops) and ongoing support for teachers and students, they can't guarantee the Uralla participants will actually produce a film as, clearly, this is entirely up to the workshop participants/students.

However, they have advised that if young people from Uralla produce a short film(s) for the festival, they will definitely be selected to be screened at the Uralla screening (It should be noted that simply producing a film will not guarantee inclusion in the festival's screenings at other locations). Regardless of whether a 'Uralla' film is produced and screened, the event has the capacity to achieve

the benefits noted below and, additionally, it would provide the impetus for students to participate in the event the following year.

This activity presents a strong opportunity for Uralla youth to engage in a creative activity which they can share with the broader community. It also provides a good opportunity for community building via the holding of an event. Furthermore, should a Uralla film be produced and screened, it may be deemed sufficiently good to be included in the regional screening festival and could be a strong promotional medium for Uralla Shire communities.

Funding for this activity is not currently included within the 17/18 Budget. Council would need to vote the appropriate funds to the budget, via resolution. It would be prudent to vote \$3,850 (+GST) for both the filmmaking workshop (\$600 x 2) and the film screening, as part of the Screening Festival, (\$2,650).

COUNCIL IMPLICATIONS:

A. Community Engagement/ Communication (per engagement strategy)

Strong benefit.

B. Policy and Regulation

Nil

C. Financial (LTFP)

Inclusion of \$3,850 (+GST) into the 2017/18 Budget.

D. Asset Management (AMS)

Nil

E. Workforce (WMS)

Nil.

F. Legal and Risk Management

Nil

G. Performance Measures

Nil

H. Project Management

Nil

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



REPORT TO COUNCIL

Department:	Infrastructure & Regulation
Submitted by:	Consultant Town Planner
Reference/Subject:	Report 9 - Development Application 8/2016-3 Modification – 13 Stringybark Ridge Road, Invergowrie - Subdivision

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

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

SUMMARY:

The purpose of this report is to consider the proposed development modification.

OFFICER’S RECOMMENDATION:

That Council approve Development Application 8/2016-3 being for a staged development consisting of:

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

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

PRESCRIBED CONDITIONS (under Environmental Planning and Assessment Regulation 2000)

Nil

GENERAL CONDITIONS

1. Modified – DA8/2016-2

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

Modified – DA8/2016-3

~~The development must take place in accordance with the approved plans (bearing the Council approval stamp) and documents submitted with the application, drawn by New England Surveying and Engineering, numbered 20150705, Revision F, and dated 26 July 2016, and subject to the conditions below to ensure the development is consistent with Council's consent.~~

The development must take place in accordance with the approved plans (bearing the Council approval stamp) and documents submitted with the application, drawn by New England Surveying and Engineering, numbered 20150705, Revision G, and dated 29/05/2017, and subject to the conditions below to ensure the development is consistent with Council's consent.

2. All Engineering works to be designed by an appropriately qualified person and carried out in accordance with Council's Engineering Code, unless otherwise indicated in this consent, to ensure that these works are of a sustainable and safe standard.
3. Prior to the issue of a Subdivision Certificate the applicants shall provide written advice from telecommunications and electricity providers, confirming that satisfactory arrangements have been made for the provision of a telecommunications and electricity services.
4. Prior to the issue of a Subdivision Certificate, an Application for a Subdivision Certificate is to be submitted to Council with three (3) copies of the Title Plan and appropriate fees. The applicant/developer is to ensure that a summary of compliance with all conditions of consent is completed and lodged with the application.
5. Prior to the issue of a Subdivision Certificate, the applicants shall provide evidence to the effect that all utility services, i.e. water, sewer, electricity, telecommunications, connected to or used in each of the buildings within the development site is wholly contained within each of the proposed allotments. That is, no internal servicing of the sites is permitted to be wholly or partially on the adjoining allotment.

6. Modified – DA8/2016-2

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

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

7. A section 88b instrument is to be prepared under the Conveyancing Act 1919 to state that:
 - a) The wastewater treated on lots 2, 3 and 4 are to be treated to a secondary standard using an aerated wastewater treatment system or similar. The selected wastewater treatment system is to be fitted with a chlorination chamber or ultraviolet steriliser to provide disinfection of effluent prior to irrigation. A minimum land application area of 360m² is required for each system with additional reserve areas being dedicated for future expansion if necessary.
 - b) All future clearing is only to occur in the designated development areas.

- c) Any mature trees that fall within are to be retained where possible.
- d) All 'soft felled' trees must be left for a minimum of 2 nights prior to being moved to a stockpile, to allow for resident fauna to vacate tree hollows.
- e) A copy of the flora and fauna assessment undertaken by Bushfire Safe (Aust) P/L dated December 2015 is to be provided to all future owners to alert them of the presence and ecological value of the Critically Endangered Box-Gum-Woodlands Ecological Community known as the White Box – Yellow Box – Blakely's Red Gum Grassy Woodland, thus encouraging them to recognise the biodiversity as an asset to be protected.

INTEGRATED GENERAL TERMS OF APPROVAL AS PART OF THIS CONSENT

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

8. Modified – DA8/2016-2

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

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

Asset Protection Zone

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

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

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

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

Water and Utilities

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

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

Fire Protection 2006’.

Access

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

13. Modified – DA8/2016-2

~~Property access roads shall comply with section 4.1.3(2) of ‘Planning for Bush Fire Protection 2006’.~~

Property access roads shall comply with section 4.1.3(2) of ‘Planning for Bush Fire Protection 2006’, except that an alternative access is not required for proposed Lots 2 and 3.

14. Deleted – DA8/2016-2

~~A restriction to the land use pursuant to section 88B of the ‘Conveyancing Act 1919’ shall be placed over the proposed fire trail shown on the plan prepared by Bushfire Safe (Aust) numbered 15078, dated November 2015. The fire trail shall be constructed and maintained in accordance with section 4.1.3(3) of ‘Planning for Bush Fire Protection 2006’.~~

Design and Construction

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

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

Stage One Only

CONDITIONS TO BE COMPLETED PRIOR TO ISSUE OF SUBDIVISION CERTIFICATE

17. Modified – DA8/2016-2

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

The access to the residue Lot 100 and 101 is to be constructed including all necessary concrete culverts with headwalls, and a bitumen seal from Stringybark Ridge Road to the property boundary. This is to be constructed to a standard approved by the Director of Infrastructure & Regulation and is at the expense of the developer.

18. Modified – DA8/2016-2

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

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

19. Modified – DA8/2016-2

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

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

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

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

21. Modified – DA8/2016-2

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

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

22. Modified – DA8/2016-2

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

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

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

23. A section 88b instrument is to be prepared under the Conveyancing Act 1919 to state that:
- a) Any future dwelling to be constructed on lots 2 and 3 are to be constructed to a BAL 12.5 construction standard and comply with sections 3 and 5 as outlined within Australian Standard AS 3959 (2009) Construction of Buildings in Bushfire Prone Areas (Standards Australia, 2009).
 - b) A minimum of 20,000ltr water tank is to be installed as an additional static water supply to be used for fire fighting purposes at the time of construction of any future dwelling on lot 2 and 3.
 - c) Any gas service for future dwellings on lots 2 & 3 shall comply with section 4.1.3 of 'Planning for Bush Fire Protection 2006'.

Stage Two Only

CONDITIONS TO BE COMPLETED PRIOR TO ISSUE OF SUBDIVISION CERTIFICATE

24. Modified – DA8/2016-2
- ~~The access to lot 4 is to be constructed including all necessary concrete culverts, with headwalls, and a bitumen seal from Stringybark Ridge Road to the edge of the building envelope to reduce dust on Lot 1. This is to be constructed to a standard approved by the Director of Infrastructure & Regulation and is at the expense of the developer.~~
- The access to lot 4 is to be constructed including all necessary concrete culverts, with headwalls, and a bitumen seal from Stringybark Ridge Road to the boundary line to reduce dust on Lot 1. This is to be constructed to a standard approved by the Director of Infrastructure & Regulation and is at the expense of the developer.
25. Modified – DA8/2016-2
- Prior to the issue of a Subdivision Certificate the applicants shall pay to Council contribution toward public amenities and services for which Council is satisfied that the proposed development is likely to create a demand (as detailed in the attached schedule) is to be made (or secured by bank guarantee) prior to the issue of the Construction/Subdivision Certificate. Such charges are listed below and are subject to CPI increases if not paid in the year of issue of this consent.
- ~~The Section 94 Contribution is currently \$3,489.00 for each applicable lot. The applicable lot is Lot 4.~~
- The Section 94 Contribution is currently \$3,539.00 in the 2016/17 financial year for each applicable lot. The applicable lot is Lot 4.*
26. A Property Vegetation Plan be prepared for the significant Critically Endangered Box-Gum-Woodlands Ecological Community known as the White Box – Yellow Box – Blakely's Red Gum Grassy Woodland on Lot 4.
27. A section 88b instrument is to be prepared under the Conveyancing Act 1919 to state that:

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

BACKGROUND:

At Council's Ordinary Meeting held 22 June 2016 it considered a large lot subdivision with approval being given subject to conditions. The approved application consisted of a staged development being:

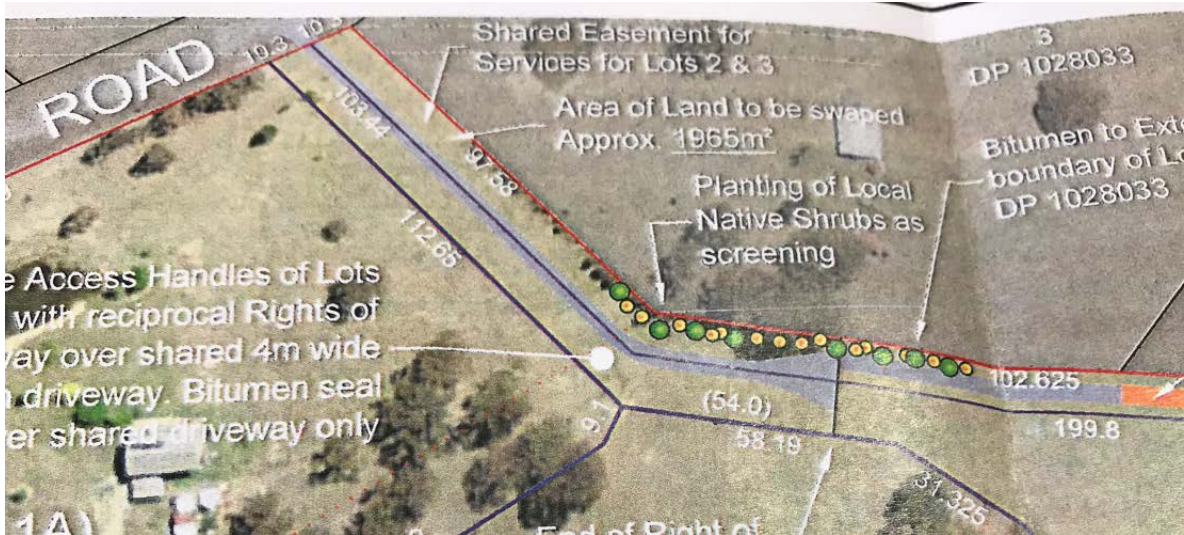
1. Stage 1A – Boundary Adjustment,
2. Stage 1 – 3 Large Lot Residential Subdivision, and
3. Stage 2 – 2 Large Lot Residential Subdivision

At Council's Ordinary meeting held 27 September 2016 modification was approved subject to conditions changing the access provisions. The modification was a changed access location consisting of a land swap with the neighbour (Lot 1 DP 875212) resulting in a shorter access handle for Lots 2 and 3 to come off Rocklea Road instead of Stringybark Ridge Road.

A further modification has been received, requesting a change in the physical internal road within the access handles for proposed Lots 2 and 3 due to the provision of electricity services and the required safety clearance to the conditioned tree planting along the north eastern boundary.

REPORT:

A modification has been requested for DA 8/2016. The modification relates to the location of the internal sealed road within the access handle for proposed Lots 2 and 3. Previously Council approved plans submitted by the applicant identifying the internal road centred within the proposed shared services easement. An extract from the approved and proposed plan is shown below for the ease of comparison. A copy full copy of the proposed modification plan is in Attachment A.



Approved Internal Road Location – 27 September 2016



Proposed Internal Road Location – 29 May 2017

The modification is requested due to the location of the electricity supply lines. The new proposed location of the internal road is 2.5 metres to the north east, but still within the approved services easement over both Lots 2 and 3. The relocation is necessitated to provide adequate safety clearance to the power poles. Essential Energy had originally requested the supply line be located down the centre of the proposed internal access road, which would not have provided the required clearance from planted vegetation and resulted in the plantings being removed. This would have then conflicted with the Council requirement of tree planting along the boundary line to act as screening for the adjoining landowner: Condition 19 reads:

19. **Modified – DA8/2016-2**

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

Vegetation screening is to be planted as shown in the plan by New England Surveying and

Engineering dated 26 July 2016 with the plantings to be extended to the eastern most point of Lot 3 DP 1028033. This vegetation screening is to be maintained for a two year period to ensure establishment.

After negotiation and the objection by Council and the adjoining land owners of Lot 8 DP 1028033 to the conflict in relation to the tree planting, Essential Energy have agreed for a reduction in the easement width to 17 metres with the location of the power supply line to be offset 3 metres from the centreline. This has necessitated the relocation of the internal access road to 2.5 metres to the north east. The new location of the power supply line incorporating a shift of 3 metres was agreed to by Council and the landowners of Lot 8 DP 1028033. This proposal will therefore retain the necessary clearances for safety from the power supply line of 10 metres to the tree planting, and the internal sealed road from the power poles.

This location for the internal sealed road is the only solution whereby enough land for the tree plantings is retained within the access handle and adequate safety clearance from the poles and wires for the internal road can be met. The relocation of the internal sealed road by 2.5 metres is considered to create a negligible adverse impact on any adjoining properties.

This modification is therefore of a minor nature and would result in minimal change to the development consent, with Condition 1 being the only condition requiring alteration. The modified condition would read:

1. Modified – **DA8/2016-2**

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

~~The development must take place in accordance with the approved plans (bearing the Council approval stamp) and documents submitted with the application, drawn by New England Surveying and Engineering, numbered 20150705, Revision F, and dated 26 July 2016, and subject to the conditions below to ensure the development is consistent with Council's consent.~~

The development must take place in accordance with the approved plans (bearing the Council approval stamp) and documents submitted with the application, drawn by New England Surveying and Engineering, numbered 20150705, Revision G, and dated 29/05/2017, and subject to the conditions below to ensure the development is consistent with Council's consent.

KEY ISSUES:

- Retention of the tree planting to act as a screen for the neighbouring property being Lot 3 DP 1028033.
- Ensuring the power supply line owned by Essential Energy has sufficient safety clearance from the tree planting.
- Provision of adequate safety clearance from the power poles to the sealed internal road.

CONCLUSION:

The proposed modification ensures the power supply line has sufficient safety clearance to the conditioned tree planting and sealed driveway, thus there is a requirement to change Development Consent Condition 1. By retaining the tree planting along the boundary fence, there will be

negligible adverse impact created by the change of alignment of the internal access road by 2.5 metres.

COUNCIL IMPLICATIONS:

A. Community Engagement/ Communication (per engagement strategy)

Nil

B. Policy and Regulation

Environmental Planning & Assessment Act 1979

Environmental Planning & Assessment Regulation

C. Financial (LTFF)

Nil

D. Asset Management (AMS)

Nil

E. Workforce (WMS)

Nil

F. Legal and Risk Management

Nil

G. Performance Measures

Nil

H. Project Management

Nil

Andrew Hopkins
General Manager

Prepared by staff member: Libby Cumming, Contract Planner
TRIM Reference Number:
Approved/Reviewed by Manager: Terry Seymour, Director Infrastructure & Regulation
Department: Infrastructure & Regulation
Attachments: C. Development Consent 8/2016-2
D. Proposed Plan of Modification dated 29 May 2017



Infrastructure & Regulation

P: 02 6778 6300

F: 02 6778 6349

E: council@uralla.nsw.gov.au

32 Salisbury Street, Uralla NSW 2358

PO Box 106, Uralla NSW 2358

ABN: 55 868 272 018

10 October 2016

New England Surveying & Engineering
 PO Box 656
 ARMIDALE NSW 2350

Dear Sir/Madam,

Development Application

Proposed Activity:	4 LOT STAGED SUBDIVISION
Application No.:	DA-8-2016-2 MODIFICATION
Address:	13 STRINGYBARK RIDGE ROAD, INVERGOWRIE

I am pleased to advise that consent has been granted for the above Development Application. The consent documents are enclosed.

The Principle Certifying Authority is unable to complete any inspections unless the Notice of Commencement and a copy of the builder's Home Warranty Insurance or your Owner Builder permit has been provided to the Certifying Authority.

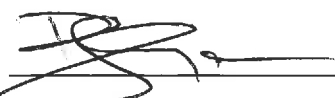
It is your responsibility to be aware of all covenants affecting the property, and to ensure that this approval does not contravene them in any way.

Should you be carrying out any work on Council property (e.g., the nature strip) you will also need to obtain separate approval from Council's Engineering Department.

Should you have further enquiries, please do not hesitate to contact the Council Officer listed below or Council's offices by telephoning (02) 6778 6300.

Yours sincerely,

Andrew Hopkins
GENERAL MANAGER

Per: 
 Encl:

Council Officer: Russell Lloyd – Director Infrastructure & Regulation
Telephone: (02) 6778 6300
Email: council@uralla.nsw.gov.au



Uralla Shire Council

Address correspondence to:
 General Manager
 32 Salisbury Street
 URALLA NSW 2358

Phone: (02) 6778 6300
 Fax: (02) 6778 6349
 Email: council@uralla.nsw.gov.au
 ABN 55 868 272 018

NOTICE OF DETERMINATION MODIFICATION OF CONSENT

Issued under *Environmental Planning and Assessment Act 1979* Section 96(1A)

DEVELOPMENT APPLICATION

APPLICANT		<i>Application No: DA-8-2016-2</i>	
Applicant Name:	New England Surveying & Engineering		
Applicant Address:	PO Box 656, ARMIDALE NSW 2350		
OWNER			
Owner Name:	Mr B J McLean & Mrs M J McLean		
Owner Address:	13 Stringybark Ridge Road, INVERGOWRIE NSW 2350		
LAND TO BE DEVELOPED			
Property Details:	13 Stringybark Ridge Road, INVERGOWRIE		
Legal Description:	Lot: 212 DP: 1080856		
Land Use Zone:	R5 – Large Lot Residential		
DEVELOPMENT			
Description:	4 Lot Staged Subdivision		
DETERMINATION – APPROVAL			
Decision Date:	27 September 2016	Operational Date:	27 September 2016
		Lapse Date:	27 June 2021
CONDITIONS (including Section 94 Conditions)			
Please read all conditions carefully. The applicant/developer may arrange to meet with Council to clarify, if necessary, the precise requirements of the conditions of this consent.			
Please Note: A copy of all conditions contained in this consent are to be provided to contractors and subcontractors working on the site, to ensure all work is carried out in accordance with this consent.			
Approved Plans: New England Surveying and Engineering, numbered 20150705, Revision F, and dated 26 July 2016			

Uralla Shire Council - Development Application Determination

PRESCRIBED CONDITIONS (under Environmental Planning and Assessment Regulation 2000)

Nil

GENERAL CONDITIONS

1. Modified

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

The development must take place in accordance with the approved plans (bearing the Council approval stamp) and documents submitted with the application, drawn by New England Surveying and Engineering, numbered 20150705, Revision F, and dated 26 July 2016, and subject to the conditions below to ensure the development is consistent with Council's consent.

2. All Engineering works to be designed by an appropriately qualified person and carried out in accordance with Council's Engineering Code, unless otherwise indicated in this consent, to ensure that these works are of a sustainable and safe standard.
3. Prior to the issue of a Subdivision Certificate the applicants shall provide written advice from telecommunications and electricity providers, confirming that satisfactory arrangements have been made for the provision of a telecommunications and electricity services.
4. Prior to the issue of a Subdivision Certificate, an Application for a Subdivision Certificate is to be submitted to Council with three (3) copies of the Title Plan and appropriate fees. The applicant/developer is to ensure that a summary of compliance with all conditions of consent is completed and lodged with the application.
5. Prior to the issue of a Subdivision Certificate, the applicants shall provide evidence to the effect that all utility services, i.e. water, sewer, electricity, telecommunications, connected to or used in each of the buildings within the development site is wholly contained within each of the proposed allotments. That is, no internal servicing of the sites is permitted to be wholly or partially on the adjoining allotment.
6. Modified

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

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

Uralla Shire Council - Development Application Determination

7. A section 88b instrument is to be prepared under the Conveyancing Act 1919 to state that:
 - a) The wastewater treated on lots 2, 3 and 4 are to be treated to a secondary standard using an aerated wastewater treatment system or similar. The selected wastewater treatment system is to be fitted with a chlorination chamber or ultraviolet steriliser to provide disinfection of effluent prior to irrigation. A minimum land application area of 360m² is required for each system with additional reserve areas being dedicated for future expansion if necessary.
 - b) All future clearing is only to occur in the designated development areas.
 - c) Any mature trees that fall within are to be retained where possible.
 - d) All 'soft felled' trees must be left for a minimum of 2 nights prior to being moved to a stockpile, to allow for resident fauna to vacate tree hollows.
 - e) A copy of the flora and fauna assessment undertaken by Bushfire Safe (Aust) P/L dated December 2015 is to be provided to all future owners to alert them of the presence and ecological value of the Critically Endangered Box-Gum-Woodlands Ecological Community known as the White Box – Yellow Box – Blakely's Red Gum Grassy Woodland, thus encouraging them to recognise the biodiversity as an asset to be protected.

INTEGRATED GENERAL TERMS OF APPROVAL AS PART OF THIS CONSENT

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

8. Modified

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

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

Asset Protection Zone

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

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

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

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

Water and Utilities

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

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

Uralla Shire Council - Development Application Determination

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

Access

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

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

Design and Construction

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

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

Stage One Only

CONDITIONS TO BE COMPLETED PRIOR TO ISSUE OF SUBDIVISION CERTIFICATE

17. Modified
~~The access to the residue Lot 1 is to be constructed including all necessary concrete culverts with headwalls, and a bitumen seal from Stringybark Ridge Road to within 5 metres of the edge of the asset protection zone in order to prevent dust. This is to be constructed to a standard approved by the Director of Infrastructure & Regulation and is at the expense of the developer.~~
The access to the residue Lot 100 and 101 is to be constructed including all necessary concrete culverts with headwalls, and a bitumen seal from Stringybark Ridge Road to the property boundary. This is to be constructed to a standard approved by the Director of Infrastructure & Regulation and is at the expense of the developer.

Uralla Shire Council - Development Application Determination

18. Modified

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

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

19. Modified

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

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

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

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

21. Modified

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

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

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

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

Uralla Shire Council - Development Application Determination

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

Stage Two Only

CONDITIONS TO BE COMPLETED PRIOR TO ISSUE OF SUBDIVISION CERTIFICATE

24. Modified

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

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

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 - A minimum of 20,000ltr water tank is to be installed as an additional static water supply to be used for fire fighting purposes at the time of construction of any future dwelling on lot 4.
 - Any gas service for future dwellings on lot 4 shall comply with section 4.1.3 of 'Planning for Bush Fire Protection 2006'.

Uralla Shire Council - Development Application Determination

REASONS FOR THE ABOVE CONDITIONS

Given Council's duty to consider the matters set out in Section 79C(1) of the Environmental Planning and Assessment Act 1979 (as amended), the above conditions have been placed on the consent in accordance with Section 80A of the Environmental Planning and Assessment Act 1979 (as amended).

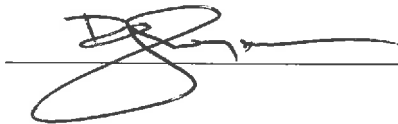
RIGHT OF APPEAL

If you are dissatisfied with this decision, Section 97 of the Environmental Planning and Assessment Act 1979 gives you the right to appeal to the Land and Environment Court within 12 months after the date on which you receive this notice. *Note: Section 97 of the Environmental Planning and Assessment Act 1979 does not apply to the determination of a development application for State significant development or local designated development that has been the subject of a Commission of Inquiry.* Section 82A of the Environmental Planning and Assessment Act 1979 gives you the right to request a Review of Determination. Upon payment of the prescribed fees, Council will review the determination under the provisions of Section 82A.

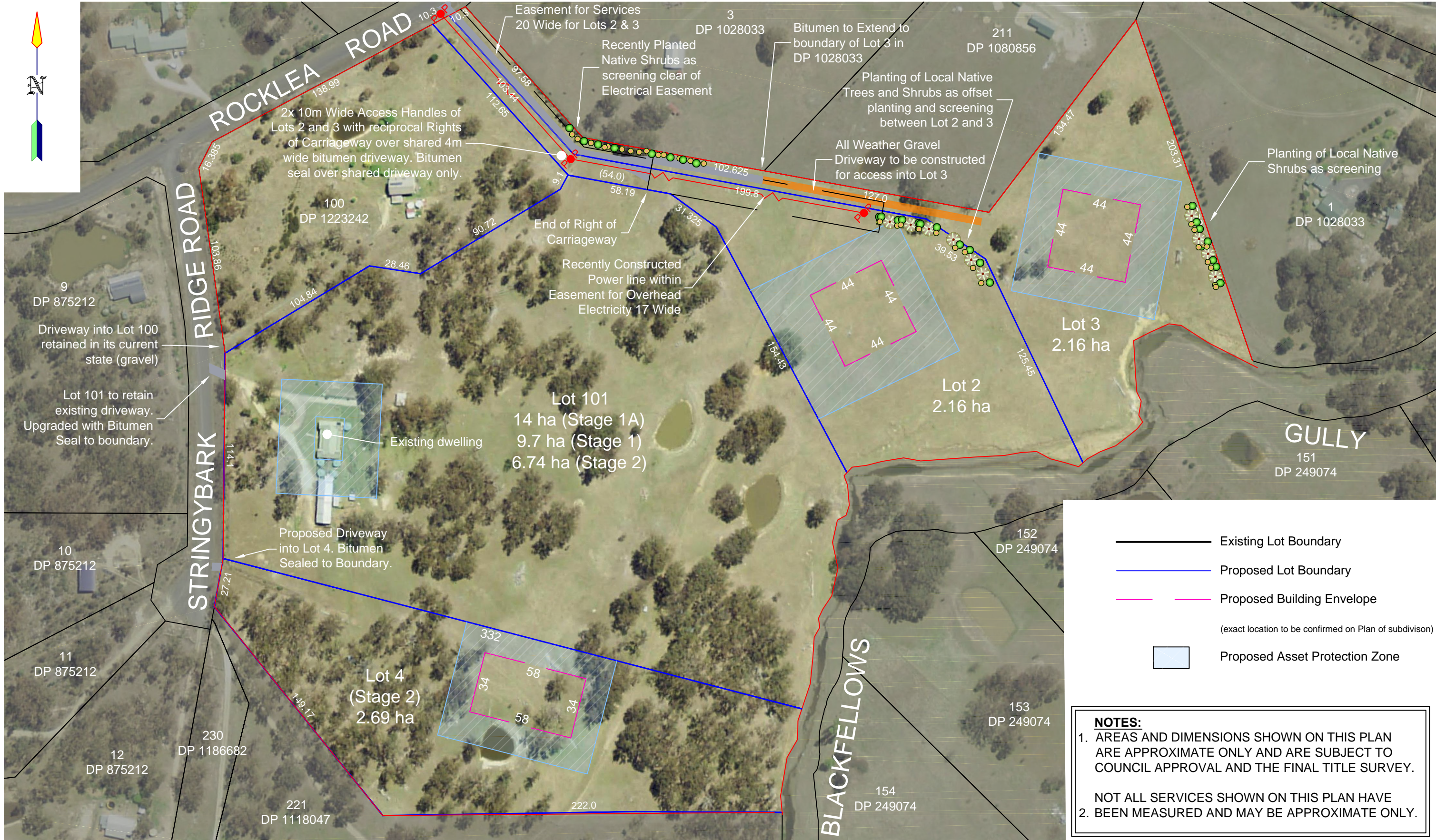
Note: Section 82A of the Environmental Planning and Assessment Act 1979 does not apply to the determination of a Designated Development, Integrated Development or Crown Applications.

Andrew Hopkins
GENERAL MANAGER

Per:



Date: 27 September 2016



LEGEND:

- Existing Lot Boundary
- Proposed Lot Boundary
- Proposed Building Envelope
- Proposed Asset Protection Zone

(exact location to be confirmed on Plan of subdivision)

NOTES:

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

Rev.	Date	Description
G	29/5/17	Driveway Position Updated
C	28/1/16	Building Envelopes and APZ's
B	12/10/15	Amendments to Boundaries
A.	22/7/15	Original Issue

Project:
 Proposed Subdivision of Lot 101
 in DP 1223242
 13 Stringybark Ridge Road, Invergowrie
Drawing Title:
 Plan of Proposed Subdivision

Client:
 Benjamin Jon McLean
 13 Stringybark Ridge Road
 Invergowrie NSW, 2350

Scale Bar:
 0 20 40 60 80 100
 SCALE OF METRES 1:2000

New England SURVEYING & ENGINEERING
 Land Development Consultants

1/161 Rusden Street
 Po Box 656
 Armidale NSW 2350

phone: 02 6772 3141
 e-mail: info@nese.com.au
 web: www.nese.com.au

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17. MOTIONS ON NOTICE

There are no motions on notice.

18. SCHEDULE OF COUNCIL RESOLUTIONS

SCHEDULE OF ACTIONS – RESOLUTION REGISTER

Key A: Action B: Being processed C: Completed

MEETING DATE	RESOLUTION NO.	REPORT TITLE AND COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
25 May 2015	12.05/15	Visitor Information Centre/Library Upgrade That: 1. Council adopt the strategic approach towards visitor services of strengthened Regional collaboration, increased digital presence and less reliance on a physical Visitor Information Centre (VIC) as the connection point with visitors; 2. A Uralla Information Hub be developed using a range of digital tools; 3. The Visitor Information services be relocated to the Library building with refurbishments completed to incorporate information services into the current Library; and 4. Council investigate future options for the VIC building.	GM		Motion Rescinded 23 May 2017	
	26.06/15	Uralla Local Traffic Committee That: (i) Traffic calming in Uralla's CBD- Council staff prepare a report for the next Traffic Committee	DIR	March 2017	Application for funding support to design traffic calming and 40 KPH signage in CBD sent September 2016. RMS part funding contribution of \$20,000 received.	B
24 AUGUST 2015	6.08/15	Bridge Naming: New Bridges Over The Gwydir River and Abington Creek That Council 3. Places a plaque/s to honour the work of Nurse May Yarrowyck at a location to be determined.	DIR	Feb 2017	Plaque proof under final review with Anaiwan Local Aboriginal Lands Council. Proposed location in the grounds of Grace Munro Aged Care Centre in Bundarra.	B

SCHEDULE OF ACTIONS – RESOLUTION REGISTER

Key A: Action B: Being processed C: Completed

MEETING DATE	RESOLUTION NO.	REPORT TITLE AND COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
23 March 2015	26.03/15	<p>Land Disposal - Karava Place, Uralla</p> <p>That Council:</p> <p>3. Give the General Manager delegation to negotiate payment options; and</p> <p>4 .Endorse the fixing of the Council Seal on any necessary documentation relating to the subdivision and sale.</p>	MTPR/DIR	<p>2/6/15</p> <p>27/5/15</p> <p>2/6/15</p> <p>20/7/15</p> <p>5/8/15</p> <p>18/9/15</p> <p>2/6/15</p> <p>4/9/15</p> <p>30/10/15</p>	<p>Negotiations between all parties not yet completed.</p> <p>Contract of Sales</p> <p>Titles have been received and forward to solicitors.</p> <p>Title transfers signed and forwarded to solicitors.</p> <p>Stage up to:</p> <p>Lot 100 – Agreement in place (2018 completion date)</p> <p>Lot 103 – No agreement made</p> <p>Lot 102 – Agreement in place</p> <p>Lot 104 – Agreement in place</p> <p>Lot 101 – completed</p> <p>Lot 105 - completed</p>	
23 NOV 15	24.11/15	<p>Bergen Road Land Acquisition and Exchange For Road Works</p> <p>That the Council approve for the exchange of land associated with the reconstruction of Bergen Road and authorise the General Manager to complete all documentation.</p>	DIR / GM	May 2017	<p>Survey plans completed. Awaiting result of other like applicants.</p> <p>May require new Council resolution depending on advice from Office of Local Government on other applications being processed.</p>	A

SCHEDULE OF ACTIONS – RESOLUTION REGISTER

Key A: Action B: Being processed C: Completed

MEETING DATE	RESOLUTION NO.	REPORT TITLE AND COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
25 July 2016	19.07/16	<p>2.18.06.11</p> <p>Road Closure Request – Lot 32 DP 813093</p> <p>COUNCIL RESOLUTION:</p> <p>That Council:</p> <p>2. Subject to the necessary statutory requirements Lot 32 DP 813093 be sold to A & L McLean upon completion of the road closure on the basis that the purchase price is based on the value of the land plus the full cost of the road closure application; and</p> <p>3. Delegation be given to the General Manager to:</p> <p>a. Complete the road closure, and</p> <p>b. Undertake any necessary negotiations to complete the sale.</p> <p>4. Approve the fixing of the Council Seal to all necessary documents.</p>	DIR	Feb 17	<p>2. Road closure application to occur. – Advertising campaign has been undertaken per Crown Lands requirement.</p> <p>Public exhibition has finished. Discussion with submission makers in progress.</p> <p>3. Future action once closure has been undertaken</p> <p>4. Future action once closure has been undertaken</p>	<p>B</p> <p>A</p> <p>A</p>

SCHEDULE OF ACTIONS – RESOLUTION REGISTER

Key A: Action B: Being processed C: Completed

MEETING DATE	RESOLUTION NO.	REPORT TITLE AND COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
25 October 2016	10.10/16	<p style="text-align: center;">1.25.10.03</p> <p style="text-align: center;">Subject: Visitor Information Centre - Survey</p> <p>COUNCIL RESOLUTION:</p> <p>That:</p> <ol style="list-style-type: none"> 1. Council note the draft survey; 2. Council appoint a sub committee consisting of Councillor T Toomey, L Sampson, B Crouch, I Strutt to finalise the survey questions for distribution. 3. Council agree to circulation of survey in the following manner, subject to General Manager’s approval: <ol style="list-style-type: none"> (a) Online – Uralla Shire Council Website, Uralla Tourism Website, Uralla Community Services Website, Bundarra Community Website; (b) Facebook; (c) Hard copy – Library, Visitor Information Centre, Council Office Admin Building, TCSO, main street distribution; (d) Email (e) Mailout with council newsletter. 4. A public meeting to be held in January/February 2017 to: <ol style="list-style-type: none"> (i) Brief our community on the survey results (ii) Provide a forum for our community to put their views forward via a brief presentation and individual discussion with Councillors. 5. Staff invite expressions of interest for upgrade of VIC toilet. 	DIR	Feb 17	<ol style="list-style-type: none"> 1. Noted 2. Complete 3. Agreed 4. Community Forum arranged for Tuesday 26 April at 6pm. Refer 14.03/17 5. Maintenance works complete. 	<p>C</p> <p>C</p> <p>C</p> <p>C</p> <p>C</p>

SCHEDULE OF ACTIONS – RESOLUTION REGISTER

Key A: Action B: Being processed C: Completed

MEETING DATE	RESOLUTION NO.	REPORT TITLE AND COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
	12.11/16	<p>Thunderbolts Festival – Sponsorship Agreement Report</p> <p>That:</p> <p>That:</p> <p>1. Council note the attached documentation provided by Thunderbolts Festival Co-ordinators Bevely Stubberfield and Leanne Cooper on 11 November 2016, including:</p> <ul style="list-style-type: none"> • Thunderbolts Festival Risk Assessment; • Rotary Duty of Discharge Report; • Rotary Insurance Certificate of Currency; • Thunderbolts Festival Report to Uralla Shire Council; • Thunderbolts Management Plan; <p>2. Council agree to request the written annual report and financials be provided to Council at least one week prior to the February 2017 Council meeting. This report is to include a summary of the economic benefits to the Uralla Shire from the event and is to cover matters such as participant numbers and demographic information of visitors</p> <p>3. Council note that Uralla Shire Council was showcased as the major sponsor on all event and promotional material;</p> <p>4. That the collection and return of 100 chairs from the Memorial Hall be included in Council’s provision of non-cash sponsorship;</p> <p>5. That the Thunderbolt’s Festival Co-ordinators be congratulated on presenting an excellent festival.</p>	DC&G	13/6/17	Letter sent congratulating committee and requesting financial report be provided,	B

SCHEDULE OF ACTIONS – RESOLUTION REGISTER

Key A: Action B: Being processed C: Completed

MEETING DATE	RESOLUTION NO.	REPORT TITLE AND COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
28 Feb 2017	15.02/17	Department: General Manager Submitted by: Andrew Hopkins Reference/Subject: Report 7 - Community Engagement COUNCIL RESOLUTION: That Council: a) Continue with the existing Community Engagement Strategy (2015) but remove reference to Strategic Community Consultative Panels. b) Host a minimum of three (3) Engagement functions in the 2017 calendar year. c) Approve funds of \$1,500 to be allocated for each Engagement functions.	Des GM CFO		1 engagement function completed, 2 remaining Report to council – June 2017 proposing 2 nd function details	A B C

SCHEDULE OF ACTIONS – RESOLUTION REGISTER

Key A: Action B: Being processed C: Completed

MEETING DATE	RESOLUTION NO.	REPORT TITLE AND COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
28 Feb 2017	23.02/17	<p>Department: Infrastructure and Regulation</p> <p>Submitted by: Director Infrastructure and Regulation</p> <p>Reference/Subject: Report 13 - Uralla Local Traffic Committee</p> <p>COUNCIL RESOLUTION:</p> <p>That:</p> <ol style="list-style-type: none"> The minutes of the Uralla Local Traffic Committee held on 6 December 2016 be noted by Council. For the King St and Maitland St intersection, Council prepare a couple of intersection layouts incorporating traffic calming and considering pedestrian continuity for the consideration of the Traffic Committee in response to the recorded accident history. Council drafts a Road Closure policy for review by the LTC. That Council undertake further investigation regarding sight distances and other factors affecting traffic at the Bargibal access from Thunderbolts Way for submission to the next Local Traffic Committee Meeting. 	<p>DIR</p> <p>DIR</p> <p>DIR</p>		<ol style="list-style-type: none"> Completed Pending next LTC meeting Under preparation Investigated by RMS and Council staff. Recommendation to be provided to the next LTC meeting. 	<p>C</p> <p>B</p> <p>B</p> <p>B</p>

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Key A: Action B: Being processed C: Completed

MEETING DATE	RESOLUTION NO.	REPORT TITLE AND COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
28 Feb 2017	26.02/17	<p>Department: Infrastructure and Regulation</p> <p>Submitted by: Director Infrastructure and Regulation</p> <p>Reference/Subject: Report 16 - Rowan Avenue Stormwater Drainage</p> <p>COUNCIL RESOLUTION:</p> <p>That:</p> <p>1. The open channel on the southern side of Rowan Avenue be piped with funding from the Uralla Stormwater Management Levy subject to sufficient funding being available.</p> <p>2. A low level trash rack/screen be fitted to the stormwater outlet under Rowan Avenue.</p>	<p>DIR</p> <p>DIR</p>		<p>1.Funding provided in the 17/18 budget</p> <p>2. Scheduled to be completed by December 2017</p>	<p>A</p>
28 Feb 2017	27.02/17	<p>Department: Community and Culture</p> <p>Submitted by: Manager Governance and Information Community and Culture</p> <p>Reference/Subject: Report 17 - Kamilaroi Ageing and Disability Services (KADS)</p> <p>COUNCIL RESOLUTION:</p> <p>That:</p> <p>1. Council note the information contained within this report and attachments; and</p> <p>2. Council cease providing KADS services outside of the Uralla local government area by June 2017.</p>	<p>DC&G</p>		<p>Winding down Tamworth building lease.</p>	<p>C</p> <p>B</p>

SCHEDULE OF ACTIONS – RESOLUTION REGISTER

Key A: Action B: Being processed C: Completed

MEETING DATE	RESOLUTION NO.	REPORT TITLE AND COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
	13.03/17	Report 8 - Related Party Disclosures COUNCIL RESOLUTION: 1. That Council adopt the Related Party Disclosure Policy.	CFO		Complete	C
	15.03/17	Report 10 – Community Grants 2016/17 – Combined Round 1 & Round 2 COUNCIL RESOLUTION: That: 1) Council approve the Community Grants, combined rounds one and two 2016/17 funding allocations to the following applicants and in accordance with the General Grant Conditions and any special conditions identified in Table 3 of the Report: <ul style="list-style-type: none"> • S. Rowbottom - \$300 • Rotary Club Uralla - \$2,000 2) Correspond with the unsuccessful applicants as detailed in the Recommendations of the Committee {2} Unsuccessful Applicants} section of the Report.	CFO DC&G		Letters notifying applicants of determinations have been sent out. S Rowbottom has not yet returned completed form to enable payment to proceed. (15/6/17). Requires Rotary Club to advise where storage facility is to be located and that it is capable of accommodating the facility. Payment to successful applicants is yet to be made.	C B B B

SCHEDULE OF ACTIONS – RESOLUTION REGISTER

Key A: Action B: Being processed C: Completed

MEETING DATE	RESOLUTION NO.	REPORT TITLE AND COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
28 MARCH 2017	20.03/17	<p>Report 12 - Uralla Shire Council Caravan Park – Land Acquisition</p> <p>COUNCIL RESOLUTION:</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Seek legal advice as to Council’s position in continuing with the current arrangements for the occupancy and leasing of the Uralla Shire Council Caravan Park in Queen Street, 2. Acquire the necessary lands being the closed road now registered as Lot 1 DP 1216127, Lot 1 DP 1131765 and Lot 7033 DP 1057499 covered by Permissive Occupancy #1988/2 at a reasonable value via negotiation, 3. Delegate to the General Manager the authority to negotiate the purchase of the lands up to an amount of \$25,000, and 4. Offer a 12 month lease over Lot 30 on DP 793510 as per the previous lease arrangements appropriately indexed. 	<p>GOV DIRECTOR</p> <p>DIR</p> <p>DIR/GM</p> <p>DC&G</p>		<ol style="list-style-type: none"> 1. Advice has been provided by APJ Law 2. Just terms valuation is being sought 3. Pending 4. Lease documentation being finalised by APJ 	<p>C</p> <p>B</p> <p>A</p> <p>B</p>

SCHEDULE OF ACTIONS – RESOLUTION REGISTER

Key A: Action B: Being processed C: Completed

MEETING DATE	RESOLUTION NO.	REPORT TITLE AND COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
26 April 2017	11.04/17	<p>Department: Infrastructure & Regulation</p> <p>Submitted by: Director Infrastructure & Regulation</p> <p>Reference/Subject: Report 6 - Transport Asset Management Plan</p> <p>COUNCIL RESOLUTION:</p> <p>That Council:</p> <ol style="list-style-type: none"> 1. Endorse the Transport Asset Management Plan - February 2017 (Version 6); 2. Publicly exhibit the Transport Asset Management Plan for a period of 28 days in accordance with the provisions of the Local Government Act; and 3. Give the General Manager delegated authority to adopt the Transport Asset Management Plan if no submissions are received. 	<p>DIR</p> <p>DIR</p> <p>GM</p>		<ol style="list-style-type: none"> 1. Complete 2. On public exhibition. Submissions close 22/6/17 3. Pending submissions received 	<p>C</p> <p>B</p>
23 May 2017	9.05/17	<p>Department: Infrastructure & Regulation</p> <p>Submitted by: Consultant Town Planner</p> <p>Reference/Subject: Report 9 - Development Application 12/2017 – Free Range Piggery – 253 Eastern Avenue, Kentucky South</p> <p>REPORT TO BE AMENDED AND TAKEN BACK TO JUNE COUNCIL MEETING WITH FOLLOWING AMENDMENTS:</p> <p>NOTE: Council requested a Variation to Condition 13 and an additional Condition 16 to be added (that council be notified of trigger alerts)</p>	<p>DIR</p>		<p>Report prepared for the June meeting</p>	<p>B</p>

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Key A: Action B: Being processed C: Completed

MEETING DATE	RESOLUTION NO.	REPORT TITLE AND COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
23 May 2017	14.05/17	Department: General Manager Submitted by: Andrew Hopkins Reference/Subject: Report 5 – 2017 Bush Bursary/Country Women’s Association Scholarship Program COUNCIL RESOLUTION: That: a) Council will not participate in the Bush Bursary/CWA Scholarship Program 2017. b) Council liaise with local medical practices to prepare to participate in the program in 2018.	GM		a) Noted b) To be actioned	C A

SCHEDULE OF ACTIONS – RESOLUTION REGISTER

Key A: Action B: Being processed C: Completed

MEETING DATE	RESOLUTION NO.	REPORT TITLE AND COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
23 May 2017	15.05/17	<p>Department: General Manager Submitted by: Andrew Hopkins Reference/Subject: Report 6 - Innovation Fund (round two) Submission COUNCIL RESOLUTION: That Council:</p> <p>a) Make application for funding from the Innovation Fund (round two) on or before 9th June 2017. b) Focus the funding application upon innovative improvements to the efficiency and effectiveness of the operating platform/systems of the council administration.</p>	DC&G		<p>a) Application lodged b) Complete</p>	<p>C C</p>
23 May 2017	19.05/17	<p>Department: General Manager Submitted by: Andrew Hopkins Reference/Subject: Report 8 - Visitor Information Centre and Library COUNCIL RESOLUTION: That Council</p> <p>a) Rescind all of resolution 12.05/15 thereby maintaining the separation of the visitor information services and library as two separate entities. b) Conduct a councillor strategic planning workshop in July or August 2017 to consider options for improving the visitor information centre. c) Council conduct a public walk through of the Visitor Information Centre during July 2017.</p>	Community Development & Tourism Officer		<p>a) Rescinded b) Workshop to be arranged for August c) Walk through to be organised</p>	<p>C A A</p>

SCHEDULE OF ACTIONS – RESOLUTION REGISTER

Key A: Action B: Being processed C: Completed

MEETING DATE	RESOLUTION NO.	REPORT TITLE AND COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
23 May 2017	25.05/17	<p>Department: General Managers Office Submitted by: Director Community and Governance & Chief Financial Officer Reference/Subject: Report 12 - /Integrated Planning and Reporting – Public Exhibition</p> <p>COUNCIL RESOLUTION: That Council:</p> <p>1. Apply a minimum CPI increase to all non-statutory fees and charges prior to public exhibition of the Delivery Program 2017-2021 and Operational Plan 2017-2018.</p> <p>2. Place the following documents on 28 day public exhibition: a. Community Strategic Plan 2027 b. Delivery Program 2017-2021 and Operational Plan 2017-2018 (including the Statement of Revenue Policy, which comprises the 2017-2018 Budget Estimates, Rates and Charges, Borrowings, and Fees and Charges)</p> <p>3. Adopt the documents should no submissions of a material nature be received, or receive a further report should significant submissions be received during the public exhibition period.</p> <p>4. Delegate the General Manager to make minor corrections and changes.</p>	DC&G		<p>1. Complete</p> <p>2. Currently being advertised</p> <p>3. Complete</p> <p>4. Minor changes of corection</p>	<p>C</p> <p>C</p> <p>C</p> <p>C</p>
	26.05/17	<p>Department: Finance Submitted by: Chief Financial Officer Reference/Subject: Report 13 - 2016/17 – 3rd Quarter Budget Review Statements</p> <p>COUNCIL RESOLUTION:</p> <p>1. That the third quarter budget review summary for the 2016/17 financial year be received and noted; and</p> <p>2. That the adjustments to budget allocations, including transfers to and from reserves, be adopted;</p>	CFO		<p>1. Rescind and noted</p> <p>2. Adjusted</p>	<p>C</p> <p>C</p>

SCHEDULE OF ACTIONS – RESOLUTION REGISTER

Key A: Action B: Being processed C: Completed

MEETING DATE	RESOLUTION NO.	REPORT TITLE AND COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
	27.05/17	Department: Notice of Motion Submitted by: Cr. Crouch Subject: Correction of Code of Conduct Statistical Report COUNCIL RESOLUTION: That the revised statistical code of conduct return which was lodged with the Office of Local Government for reporting period 2016 be tabled at the next ordinary meeting of Council.	DC&G		Report Tabled	C
		QUESTIONS FROM COUNCILLORS B Crouch – Fire and Emergency Services Levy Are people aware that they can request a reclassification of their land for the purpose of assessing the land for FESL?			Response prepared	C

19. RESPONSES TO QUESTIONS FROM PREVIOUS MEETING



REPORT TO COUNCIL

Department:	Finance
Submitted by:	Simon Paul
Reference/Subject:	Response to Question from Cr Crouch

OFFICER'S RECOMMENDATION:

That:

Council note the responses to the Councillor's question from the previous meeting.

QUESTIONS:

Are people aware that they can request a reclassification of their land for the purpose of assessing the land for Fire and Emergency Services Levy (FESL)?

Response

When the fourth rates instalment notice was sent to ratepayers in April 2017, an additional notice was included which detailed the FESL classification for each property. This notice also advised that *"If you disagree with your property's classification, you can request a review by contacting....."*. Residents who do not pay rates but were to be subject to the FESL also received a notice of their property classification. In addition to this notice, numerous forms of advertising were used to inform residents of the introduction of FESL and how to request a reclassification of their land (if they disagreed with the original classification) including detailing options on our own website.

Council should also be aware of the implications of the introduction and subsequent deferral of the FESL including:

- From the initial email from the Office of Local Government in May 2016 requesting information pertaining to the introduction of FESL, we estimate that there was a loss of approximately half to three-quarters of one full-time equivalent employee over twelve months;
- Council was reimbursed \$13,913 for the upgrade of software and the special set-up of notices with our print house;
- Council received \$36,049 from the NSW Government to reimburse us for estimated costs associated with managing the introduction of FESL. Treasury estimates that we will receive a further instalment of approximately \$20,000 prior to 30 June 2017.
- The time spent on FESL consumed considerable resources of the Finance team thereby preventing staff from being able to manage other improvement projects.

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

20. QUESTIONS FOR NEXT MEETING

Questions will be received at the meeting.

21. CONFIDENTIAL BUSINESS

There is no confidential business.

END OF BUSINESS PAPER