



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 19 December 2017

Andrew Hopkins
GENERAL MANAGER



1. OPENING & WELCOME.....	4
2. PRAYER	4
3. ACKNOWLEDGEMENT OF COUNTRY	4
4. APOLOGIES	4
5. REQUESTS FOR LEAVE OF ABSENCE	4
6. DISCLOSURES & DECLARATIONS OF INTEREST.....	4
7. CONFIRMATION OF MINUTES	4
8. ANNOUNCEMENTS.....	55
9. TABLING OF REPORTS & PETITIONS	55
10. RECOMMENDATIONS FOR ITEMS TO BE CONSIDERED IN THE CONFIDENTIAL SECTION	55
11. URGENT SUPPLEMENTARY & LATE ITEMS OF BUSINESS	55
12. PRESENTATIONS	55
Adam Blakester & Kevin Hartley – Earth Funerals	55
13. DEPUTATIONS.....	55
14. WRITTEN REPORTS FROM DELEGATES.....	55
15. MAYORAL MINUTE	55
16. REPORTS TO COUNCIL.....	70
Report 1 - Cash at Bank and Investments	71
Report 2 - Works Progress Report as at 30 November 2017	75
Report 3 - Development Approvals and Refusals for November 2017	79
Report 4 - Heritage Advisory Services Summary for December 2017	85
Confidential Heritage Advisor Summary.....	86
Report 5 – Uralla Historical Society Rates – Addendum to Report 19.....	87
Report 6 - Joint Organisations.....	90
A – Joint Organisation nomination form	92
B – Letter from The Hon. John Barilaro MP	100
Report 7 - Monthly Report Visitor Information Centre and Library.....	103
Report 8 - Report of the Audit and Risk Committee Meeting held on 21 November 2017.....	106
Minutes Audit and Risk Committee Meeting held 21 November 2017	107
Report 9 - International Women’s Day Event	110
17. MOTIONS ON NOTICE.....	111
18. SCHEDULE OF COUNCIL RESOLUTIONS	112
19. RESPONSES TO QUESTIONS FROM PREVIOUS MEETING	134
20. QUESTIONS FOR NEXT MEETING.....	134
21. CONFIDENTIAL BUSINESS	134



- BUSINESS AGENDA -
Ordinary Meeting of Council
19 December 2017 at 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
12. Presentations
Mr Adam Blakestaff & Mr Kevin Hartley Earth Funerals
13. Deputations
14. Written Reports from Delegates
15. Mayoral Minute
16. Reports to Council
 - Report 1 - Cash at Bank & Investments
 - Report 2 - Works Progress Report as at 30 November 2017
 - Report 3 - Development Approvals and Refusals for November 2017
 - Report 4 - Heritage Advisory Services Summary for December 2017
 - Report 5 - Uralla Historical Society Rates – Addendum to Report 19 of 28 November 2017 Council Meeting
 - Report 6 - Joint Organisations
 - Report 7 - Monthly Report Visitor Information Centre and Library
 - Report 8 - Report of the Audit and Risk Committee Meeting held on 21 November 2017
 - Report 9 - International Women’s Day Event
17. Motions on Notice
18. Schedule of Actions as at 13 December 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

To be tabled at the Meeting.

7. CONFIRMATION OF MINUTES

Minutes to be confirmed or received and noted at the 19 December 2017

Meeting of Council:

- Ordinary Meeting of Council held 28 November 2017 (copy enclosed)



ORDINARY MEETING OF COUNCIL

**Held at 12:30pm
28 November 2017**

ROLL CALL

Councillors:

Cr M Pearce (Mayor)
Cr I Strutt (Deputy Mayor)
Cr B Crouch
Cr M Dusting
Cr N Ledger
Cr L Sampson
Cr R Bell
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 M Clarkson, Manager Planning & Regulation
Mr S Paul, Chief Financial Officer
Minute Clerk

MINUTES

TABLE OF CONTENTS

1. OPENING & WELCOME.....	3
2. PRAYER	3
3. ACKNOWLEDGEMENT TO COUNTRY	3
4. APOLOGIES	3
5. REQUESTS FOR LEAVE OF ABSENCE.....	3
6. DISCLOSURES & DECLARATION OF INTERESTS.....	3
7. CONFIRMATION OF MINUTES	4
8. ANNOUNCEMENTS.....	4
9. TABLING OF REPORTS & PETITIONS.....	4
10. RECOMMENDATIONS FOR ITEMS TO BE CONSIDERED IN THE CONFIDENTIAL SECTION	4
11. URGENT SUPPLEMENTARY & LATE ITEMS OF BUSINESS.....	4
12. PRESENTATIONS.....	4
16. REPORTS TO COUNCIL (RESCHEDULED REPORTS)	7
13. DEPUTATIONS	27
14. WRITTEN REPORTS FROM DELEGATES (ACTIVITY SUMMARIES)	28
15. MAYORAL MINUTE.....	30
16. REPORTS TO COUNCIL (SCHEDULED REPORTS)	31
17. MOTIONS ON NOTICE	47
16. LATE REPORTS TO COUNCIL	48
18. SCHEDULE OF COUNCIL RESOLUTIONS	48
19. RESPONSES TO QUESTIONS FROM PREVIOUS MEETING.....	48
20. QUESTIONS FOR NEXT MEETING	49
21. CONFIDENTIAL BUSINESS	49

The Meeting Commenced at:

12:32pm

ATTENDANCE

Present were the Chairperson Cr M Pearce (Mayor), Cr I Strutt (Deputy Mayor), and Councillors, B Crouch, M Dusting, N Ledger, L Sampson, R Bell, K Ward, General Manager (Mr A Hopkins), Director Infrastructure and Regulation (Mr T Seymour), Director Community and Governance (Ms P Kirkland), Chief Finance Officer (Mr S Paul), Manager of Planning & Regulation (Mr M Clarkson), Community Development and Tourism Coordinator (Ms K Hastings), Minute Clerk.

1. OPENING & WELCOME

2. PRAYER

3. ACKNOWLEDGEMENT TO COUNTRY

4. APOLOGIES

The Chair advised there were no apologies received.

5. REQUESTS FOR LEAVE OF ABSENCE

The Chair advised receipt of a request for Leave of Absence from Cr I Strutt & Cr M Pearce.

MOTION (Crs K Ward / M Dusting)

That;

Council accept the requests for leave of absence from Cr I Strutt and the Mayor, Cr M Pearce.

01.11/17 **CARRIED**

6. DISCLOSURES & DECLARATION OF INTERESTS

The Chair outlined details of the pecuniary and non-pecuniary Conflict of Interest Declarations received in relation to the 28 November 2017 Meeting.

COUNCILLOR	ITEM OR REPORT NUMBER	PECUNIARY OR NON-PECUNIARY INTEREST	NATURE OF INTEREST
Cr Tara Toomey	Report 11 Report 12	Non Pecuniary Pecuniary	Friendship Business relationship
Cr B Crouch	Report 7 Report 9 Report 10	Non Pecuniary Non Pecuniary Non Pecuniary	Owner of property included in report DA-46-2017 Near neighbour to applicant property Near neighbour to applicant property
Cr I Strutt	Report No 7	Non- Pecuniary	Know building owners

7. CONFIRMATION OF MINUTES

Minutes to be confirmed or received and noted at the 28 November 2017 Meeting:

- Minutes of Ordinary Meeting held 24 October 2017 (to be confirmed)

AMENDMENTS

The Chair referred Councillors to the Minutes and called for any amendments.

There were no amendments requested by Councillors.

MOTION (Crs I Strutt/ B Crouch)

That;

Council adopt the Minutes, as a true and correct record of the Ordinary Meeting held 24 October 2017.

02.11/17 CARRIED

8. ANNOUNCEMENTS

The Chair referred Councillors to the following announcements.

9. TABLING OF REPORTS & PETITIONS

The Chair advised there were no reports or petitions tabled.

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

The Chair referred Councillors to the items of business recommended for consideration in the confidential section of the meeting.

PROCEDURAL MOTION (Crs I Strutt /M Dusting)

To refer Agenda Items for hearing in Closed Session

That;

The Reports in regard to the Water and Sewer Charges be heard in closed session of Council, under Item 21 of the Meeting Agenda.

03.11/17 CARRIED

11. URGENT SUPPLEMENTARY & LATE ITEMS OF BUSINESS

The Chair referred Councillors to the late item of business recommended for addition to the published Meeting Agenda.

Late Report to Council:

- QBRs1

PROCEDURAL MOTION (Crs L Sampson / N Ledger)

To hear Late Items of Business as additions to the Meeting Agenda.

That;

The late items of business be heard following Report 21 in the Meeting Agenda as;

- Late Report 1 – QBRs1

04.11/17 CARRIED

12. PRESENTATIONS

Presentation 1:	James Sugumar & Kenneth Leung – Audit Office of NSW, Geoff Allen - Forsyths
Subject:	Conduct of the Audit Report

The Chair introduced the Speakers, Mr Sugumar, Mr Leung & Mr Allen.

The Speakers made a presentation to Council in relation to the Conduct of the Audit Reports.

The Chair invited questions from Councillors.

The Chair thanked the Speaker for their presentation to Council.

PROCEDURAL MOTION (Crs K Ward / I Strutt)

To include Mr Antonius Vanden Hoogen as a speaker in Item 12 "Presentations".

That;

Mr Antonius Vanden Hoogen be permitted to address council.

05.11/17 CARRIED

PROCEDURAL MOTION (Crs I Strutt / L Sampson)

To include Mr Peter Crawford as a speaker in Item 12 "Presentations".

That;

Mr Peter Crawford be permitted to address council.

06.11/17 CARRIED

PROCEDURAL MOTION (Crs K Ward / M Dusting)

To include Mr Robert Blair to speak instead of Jenny Blair in Item 12 "Presentations".

That;

Mr Robert Blair be permitted to address council.

07.11/17 CARRIED

Presentation 2:	Calum Findlay
Subject:	DA-47-2017

The Chair introduced the Speaker, Mr Calum Findlay.

The Speaker made a presentation to Council in relation to DA-47-2017.

The Chair invited questions from Councillors.

The Chair thanked the Speaker for his presentation to Council.

Presentation 3:	Mr Vanden Hoogen
Subject:	DA-47-2017

The Chair introduced the Speaker, Mr Vanden Hoogen.

The Speaker made a presentation to Council in relation to DA-47-2017.

The Chair invited questions from Councillors.

The Chair thanked the Speaker for his presentation to Council.

Presentation 4:	Peter Crawford
Subject:	DA-47-2017

The Chair introduced the Speaker, Mr Peter Crawford.

The Speaker made a presentation to Council in relation to DA-47-2017.

The Chair invited questions from Councillors.

The Chair thanked the Speaker for his presentation to Council.

Cr T Toomey having previously declared a conflict of interest, left the meeting at 1.27pm.

Presentation 5:	Robert Blair
Subject:	DA-52-2017

The Chair introduced the Speaker, Robert Blair.

The Speaker made a presentation to Council in relation to DA-52-2017.

The Chair invited questions from Councillors.

The Chair thanked the Speaker for his presentation to Council.

Cr T Toomey returned to the meeting at 1.29pm.

PROCEDURAL MOTION (Crs K Ward / L Sampson)

To reschedule the Report 10 Agenda Item

That;

Report 10, DIVISION DECISION – Development Application 47/2017 – 5 Bay Shed – 24 McDonalds Lane, Uralla be brought forward in the Agenda for consideration by Council ahead of Report 1.

08.11/17 CARRIED

PROCEDURAL MOTION (Crs K Ward / L Sampson)

To reschedule the Report 11 Agenda Item

That;

Report 11, DIVISION DECISION – Development Application 52/2017 – 5 Bay Shed – 166 Kingstown Road, Uralla be brought forward in the Agenda for consideration by Council ahead of Report 1.

09.11/17 CARRIED

16. REPORTS TO COUNCIL (Rescheduled Reports)

Department: Infrastructure and Regulation
Submitted by: Manager Planning and Regulation
Reference/Subject: Report 10 -DIVISION DECISION - Development Application 47/2017 – 5 Bay Shed – 24 McDonalds Lane Uralla

Cr B Crouch, having previously declared a conflict of interest, left the meeting at 01:30pm.

OFFICER'S RECOMMENDATION:

That;

Council, remove the determination condition requiring a minimum five metre boundary setback for Development Application 47/2017 imposed by Council at the 24 October 2017 ordinary meeting and approve the original application subject to the following conditions:

PRESCRIBED CONDITIONS (under Environmental Planning and Assessment Regulation 2000)

Compliance with National Construction Code & insurance requirements under the Home Building Act 1989

Please Note: A reference to the National Construction Code is a reference to that Code as in force on the date the application is made for the relevant:

- a) *development consent, in the case of a temporary structure that is an entertainment venue, or*
- b) *construction certificate, in every other case.*

1. The work must be carried out in accordance with the requirements of the *National Construction Code*.

Erection of signs

Please Note: This does not apply in relation to:

- a) *building work, subdivision work or demolition work that is carried out inside an existing building, which does not affect the external walls of the building development consent, in the case of a temporary structure that is an entertainment venue, or*
- b) *Crown building work that is certified, in accordance with section 116G of the Act, to comply with the technical provisions of the State's building laws.*
- c) *a complying development certificate issued before 1 July 2004 only if the building work, subdivision work or demolition work involved had not been commenced by that date.*

2. A sign must be erected in a prominent position on any site on which building work, subdivision work or demolition work is being carried out:
 - a) showing the name, address and telephone number of the principal certifying authority for the work, and
 - b) showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and

- c) stating that unauthorised entry to the site is prohibited.
3. Any such sign is to be maintained while the building work, subdivision work or demolition work is being carried out, but must be removed when the work has been completed.

Please Note: *Principal certifying authorities and principal contractors must also ensure that signs required by this clause are erected and maintained (see clause 227A which currently imposes a maximum penalty of \$1,100).*

GENERAL CONDITIONS

4. The structure in its entirety must be finished in dark green.
Reason: to minimise any detrimental effects on the visual amenity of surrounding residents.
5. The development must take place in accordance with the approved documents submitted with the application and subject to the conditions below to ensure the development is consistent with Council's consent.
6. A Construction Certificate must be obtained from a Certifying Authority before work commences, in accordance with Cl.146 of the EP&A Regulations 2000.
7. The Structure is to be inspected at the following stages of construction:
- before the pouring of footings**
 - before pouring any reinforced concrete structure **
 - before covering the framework for any wall, roof or other building element **
 - before covering any stormwater drainage connections
 - when the building work is completed and all conditions of consent have been addressed**

*** denotes a critical stage inspection (a mandatory inspection under Section 109C of the EP&A Act 1979). Please note that an Occupation Certificate cannot be issued for a development where a critical stage or other nominated inspection has not been carried out.*

Applicants should give at least 24 hours notice to guarantee an inspection.

** All sewer and drainage works associated with the approval are to comply with the requirements of AS 3500 and completed only by a licensed plumber and drainer*

CONDITIONS TO BE COMPLETED PRIOR TO ISSUE OF CONSTRUCTION CERTIFICATE

8. The plans and specification accompanying the Construction Certificate are to demonstrate compliance with the requirements of the deemed-to-satisfy provisions of the National Construction Code for a Class 10a building:
- Amended plans are to be submitted to the Principal Certifying Authority for authentication of NCC compliance and issue of a Construction Certificate.
- Should the external configuration of the building be modified as a result of achieving NCC compliance, the plans accompanying this development consent must also be modified.

9. For all construction work required on Council land (e.g. storm water, footpaths, kerb and gutter etc.) the applicant is to submit an Application to Conduct Work on Land to Which Council is the Regulatory Authority. The Application must be approved prior to the issue of a Construction Certificate, to ensure pedestrian and vehicular safety during construction.

CONDITIONS TO BE COMPLETED PRIOR TO CONSTRUCTION COMMENCING

10. The owner/s of the property are to give Council written notice of the intention to commence works and the appointment of a Principal Certifying Authority (if the PCA is not Council) at least two days before the proposed date of commencement, in accordance with the cl 103 and 104 of the Environmental Planning and Assessment Regulation 2000. Such notice is given using the form enclosed with this consent.

For development involving both building and subdivision work authorised by the same development consent, a separate appointment of a Principal Certifying Authority for each type of work is required, in accordance with Section 109E of the Environmental Planning & Assessment Act 1979.

11. Before construction commences on the site and throughout the construction phase of the development, erosion control measures are to be installed to prevent soil erosion, water pollution or the discharge of loose sediment on surrounding land, as follows:
- divert contaminated run-off away from disturbed areas,
 - erect silt fencing along the downhill side of the property boundary,
 - prevent tracking of sediment by vehicles onto roads by limiting access to the site and, where necessary, installing a temporary driveway and
 - stockpile all topsoil, excavated material and construction debris on the site, erecting silt fencing around the pile where appropriate.

Failure to take effective action may render the developer liable to prosecution under the NSW Protection of the Environment Operations Act.

12. A hoarding or fence must be erected between the work site and any public place if the work is likely to cause traffic (pedestrian or vehicular) in a public place to be obstructed or otherwise inconvenient. The erected hoarding is to be sufficient to prevent any substance from or in connection with the work falling into the public place. The work site must be kept lit between sunset and sunrise if it is likely to be hazardous to persons in the public place. The hoarding, fence or awning is to be removed once the work has been completed.

CONDITIONS TO BE COMPLETED DURING CONSTRUCTION

13. Any building work must be carried out between 7.00am and 6.00pm Monday to Friday and 8.00am to 1.00pm Saturdays, excluding Sundays and public holidays. No audible construction is to take place outside these hours, to maintain the amenity of the locality.
14. Materials must not be burned on site. All waste generated on site must be disposed of at Council's Waste Disposal Depot or Waste Transfer Station, to protect the amenity of the area and avoid the potential of air pollution.

15. Effective dust control measures are to be maintained during construction to maintain public safety/amenity. Construction activities are to be undertaken so as not to inconvenience the adjoining land owners and are to be restricted solely to the subject site.
16. No material or equipment associated with the development is to be placed on public land without the written consent of the Council, and any activity located in close proximity to public areas is to be fenced to prevent damage to persons or property.
17. Retaining walls associated with the erection of the building or other approved methods for preventing the movement of the soil must be provided where soil conditions are inadequate, ensuring adequate provision is made for drainage.
18. Excavations and backfilling must be executed safely and in accordance with appropriate professional standards and be properly guarded and protected to prevent them from being dangerous to life or property.

If excavations associated with the erection of a building extends below the level of the base of the footings of a building on an adjoining allotment of land, the person causing the excavation to be made, must preserve and protect the building from damage, and if necessary, underpin and support the building in an approved manner.

Notice of intention to do so must be given to the owner of the adjoining land at least seven days before the commencement of excavation work. The owner of the adjoining allotment of land is not liable for any part of the cost of work, whether carried out on the allotment of land being excavated or on the adjoining allotment of land.

CONDITIONS TO BE COMPLETED DURING CONSTRUCTION

19. The applicant shall ensure that noise pollution is minimised during the course of construction. The use of power tools and/or similar noise producing activities shall be limited to the following hours:-

Monday to Saturday	7.00 AM to 5.00 PM
Sunday & public Holidays	No construction activities are to take place.
20. All works are to be executed in a good and workmanlike manner and all materials are to be installed as per manufacturers' instructions and any applicable Australian Standards.
21. All glass installation shall comply with the requirements of AS 1288 Glass in buildings, and AS 2047 Windows in buildings, as applicable. The installer shall provide certification that the glazing complies with the requirements of AS 1288 and AS 2047 immediately following installation.

CONDITIONS TO BE COMPLETED PRIOR TO OCCUPATION/USE COMMENCING

22. An Occupation Certificate must be obtained before the approved use commences, in accordance with the Environmental Planning and Assessment Act and to ensure the health and safety of the building's occupants.

NOTE: Failure to obtain an Occupation Certificate is an offence under the legislation. Penalty advice for buildings (penalties do not apply to uses detailed in sections 109M and 109N; i.e. Crown projects, Class 1a and 10 buildings or as detailed for places of public entertainment).

CONDITIONS RELATING TO ONGOING OPERATIONS

23. The building must not be used as a dwelling or domicile without prior written approval from Council.
24. The development shall be implemented in accordance with:
 - (a) All documentation and correspondence submitted by the applicant, or their agents, in support of the Development Application,
 - (b) the details set out on the plans approved and stamped by authorised officers of Council, except as amended by the conditions of this development consent.

Reason: To ensure that the development proceeds in the manner proposed by the applicant and approved by Council.
25. Roof water is to be disposed in a manner the does not cause a nuisance for neighbouring properties, by one of the following methods:
 - (a) onto a hardened surface and directed away from the building.
 - (b) 3.0 metres clear of any building to a rubble pit.
26. Any rainwater tank must be installed so that it is on the downhill side of the building at a minimum distance of 3 metres from any boundary of the property or any structure so as to prevent damage to any structure.
27. A 20,000L water supply with 65mm metal Storz outlet with a gate or ball valve is provided for fire fighting purposes on the site. The gate or ball valve, pipes and tank penetrations are to be designed to allow for a full 50mm inner diameter water flow through the Storz fitting and must be of a metal construction.

COUNCIL ADVICE ONLY

28. **Covenant/s:** The applicant/owner has the responsibility of being aware of any covenant which may affect the proposal.
29. **Dial Before You Dig:** Underground assets may exist in the area that is subject to your application. In the interests of health and safety and in order to protect damage to third party assets please contact Dial Before You Dig at www.1100.com.au or telephone on 1100 before excavating or erecting structures (This is the law in NSW). If alterations are required to the configuration, size, form or design of the development upon contacting the Dial Before You Dig service, an amendment to the development consent (or a new development application) may be necessary. Individuals owe asset owners a duty of care that must be observed when working in the vicinity of plant or assets. It is the individual's responsibility to anticipate and request the nominal location of plant or assets on the relevant property via contacting the Dial Before You Dig service in advance of any construction or planning activities.
30. **Telecommunications Act 1997 (Commonwealth):** Telstra (and its authorised contractors) are the only companies that are permitted to conduct works on Telstra's network and assets. Any person interfering with a facility or installation owned by Telstra is committing an offence under the Criminal Code Act 1995 (Cth) and is liable for prosecution. Furthermore, damage to Telstra's infrastructure may result in interruption to the provision of essential services and significant costs. If you are aware of any works or proposed works which may affect or impact on Telstra's assets in any way, you are required to contact: Telstra's Network Integrity Team on phone number 1800 810 443.

31. **Compliance with the National Construction Code:**

All building work must be carried out in the following manner to ensure compliance with the National Construction Code (Volume 2: Housing Provisions):-

32. **Drainage of surface water surrounding the building:** Finished ground or paving level must be at least 150mm below the level of any floor. Such finished ground level is measured not more than one (1) metre from external walls with the ground surface graded to allow effective drainage of surface water away from the building (in accordance with AS 2870 – 1996).

33. **Rainwater Tanks:** Council requires rainwater tanks to be installed in accordance with the State Environmental Planning Policy No 4. Direct connection between the rainwater tank and reticulated potable water supply will not be permitted; however, the reticulated potable supply may be used to top up the tank via a physical air gap. Maintenance of the tank or tanks should be in accordance with the guidelines from the New South Wales Department of Health for the use and maintenance of rainwater tanks.

PROCEDURAL MOTION (Crs K Ward / I Strutt)

To move to Committee of the Whole

10.11/17 CARRIED

Councillors held a detailed discussion in committee regarding Bush Fire Zone and other matters.

PROCEDURAL MOTION (Crs K Ward / I Strutt)

To resume Standing Orders

11.11/17 CARRIED

The Chair outlined details of the proposed motion determined during discussion in committee.

Motion (Clr R Bell / K Ward)

That;

Council, under the provisions of Section 96 of the Environmental Planning and Assessment Act, resolve to delete condition 4 of Development Application Determination 47/2017 requiring a minimum five metre boundary setback and issue a new Development Application Determination with the following conditions:

PRESCRIBED CONDITIONS (under Environmental Planning and Assessment Regulation 2000)

Compliance with National Construction Code & insurance requirements under the Home Building Act 1989

Please Note: A reference to the National Construction Code is a reference to that Code as in force on the date the application is made for the relevant:

c) development consent, in the case of a temporary structure that is an entertainment venue, or

d) construction certificate, in every other case.

1. The work must be carried out in accordance with the requirements of the *National Construction Code*.

Erection of signs

Please Note: *This does not apply in relation to:*

- d) *building work, subdivision work or demolition work that is carried out inside an existing building, which does not affect the external walls of the building development consent, in the case of a temporary structure that is an entertainment venue, or*
- e) *Crown building work that is certified, in accordance with section 116G of the Act, to comply with the technical provisions of the State's building laws.*
- f) *a complying development certificate issued before 1 July 2004 only if the building work, subdivision work or demolition work involved had not been commenced by that date.*

- 2. A sign must be erected in a prominent position on any site on which building work, subdivision work or demolition work is being carried out:
 - a) showing the name, address and telephone number of the principal certifying authority for the work, and
 - b) showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and
 - c) stating that unauthorised entry to the site is prohibited.
- 3. Any such sign is to be maintained while the building work, subdivision work or demolition work is being carried out, but must be removed when the work has been completed.

Please Note: *Principal certifying authorities and principal contractors must also ensure that signs required by this clause are erected and maintained (see clause 227A which currently imposes a maximum penalty of \$1,100).*

GENERAL CONDITIONS

- 4. The structure in its entirety must be finished in dark green.
Reason: to minimise any detrimental effects on the visual amenity of surrounding residents.
- 5. The development must take place in accordance with the approved documents submitted with the application and subject to the conditions below to ensure the development is consistent with Council's consent.
- 6. A Construction Certificate must be obtained from a Certifying Authority before work commences, in accordance with Cl.146 of the EP&A Regulations 2000.

7. The Structure is to be inspected at the following stages of construction:
- before the pouring of footings**
 - before pouring any reinforced concrete structure **
 - before covering the framework for any wall, roof or other building element **
 - before covering any stormwater drainage connections
 - when the building work is completed and all conditions of consent have been addressed**

*** denotes a critical stage inspection (a mandatory inspection under Section 109C of the EP&A Act 1979). Please note that an Occupation Certificate cannot be issued for a development where a critical stage or other nominated inspection has not been carried out.*

Applicants should give at least 24 hours notice to guarantee an inspection.

** All sewer and drainage works associated with the approval are to comply with the requirements of AS 3500 and completed only by a licensed plumber and drainer*

CONDITIONS TO BE COMPLETED PRIOR TO ISSUE OF CONSTRUCTION CERTIFICATE

8. The plans and specification accompanying the Construction Certificate are to demonstrate compliance with the requirements of the deemed-to-satisfy provisions of the National Construction Code for a Class 10a building:
- Amended plans are to be submitted to the Principal Certifying Authority for authentication of NCC compliance and issue of a Construction Certificate.
- Should the external configuration of the building be modified as a result of achieving NCC compliance, the plans accompanying this development consent must also be modified.
9. For all construction work required on Council land (e.g. storm water, footpaths, kerb and gutter etc.) the applicant is to submit an Application to Conduct Work on Land to Which Council is the Regulatory Authority. The Application must be approved prior to the issue of a Construction Certificate, to ensure pedestrian and vehicular safety during construction.

CONDITIONS TO BE COMPLETED PRIOR TO CONSTRUCTION COMMENCING

10. The owner/s of the property are to give Council written notice of the intention to commence works and the appointment of a Principal Certifying Authority (if the PCA is not Council) at least two days before the proposed date of commencement, in accordance with the cl 103 and 104 of the Environmental Planning and Assessment Regulation 2000. Such notice is given using the form enclosed with this consent.
- For development involving both building and subdivision work authorised by the same development consent, a separate appointment of a Principal Certifying Authority for each type of work is required, in accordance with Section 109E of the Environmental Planning & Assessment Act 1979.

11. Before construction commences on the site and throughout the construction phase of the development, erosion control measures are to be installed to prevent soil erosion, water pollution or the discharge of loose sediment on surrounding land, as follows:
 - divert contaminated run-off away from disturbed areas,
 - erect silt fencing along the downhill side of the property boundary,
 - prevent tracking of sediment by vehicles onto roads by limiting access to the site and, where necessary, installing a temporary driveway and
 - stockpile all topsoil, excavated material and construction debris on the site, erecting silt fencing around the pile where appropriate.

Failure to take effective action may render the developer liable to prosecution under the NSW Protection of the Environment Operations Act.

12. A hoarding or fence must be erected between the work site and any public place if the work is likely to cause traffic (pedestrian or vehicular) in a public place to be obstructed or otherwise inconvenient. The erected hoarding is to be sufficient to prevent any substance from or in connection with the work falling into the public place. The work site must be kept lit between sunset and sunrise if it is likely to be hazardous to persons in the public place. The hoarding, fence or awning is to be removed once the work has been completed.

CONDITIONS TO BE COMPLETED DURING CONSTRUCTION

13. Any building work must be carried out between 7.00am and 6.00pm Monday to Friday and 8.00am to 1.00pm Saturdays, excluding Sundays and public holidays. No audible construction is to take place outside these hours, to maintain the amenity of the locality.
14. Materials must not be burned on site. All waste generated on site must be disposed of at Council's Waste Disposal Depot or Waste Transfer Station, to protect the amenity of the area and avoid the potential of air pollution.
15. Effective dust control measures are to be maintained during construction to maintain public safety/amenity. Construction activities are to be undertaken so as not to inconvenience the adjoining land owners and are to be restricted solely to the subject site.
16. No material or equipment associated with the development is to be placed on public land without the written consent of the Council, and any activity located in close proximity to public areas is to be fenced to prevent damage to persons or property.
17. Retaining walls associated with the erection of the building or other approved methods for preventing the movement of the soil must be provided where soil conditions are inadequate, ensuring adequate provision is made for drainage.

18. Excavations and backfilling must be executed safely and in accordance with appropriate professional standards and be properly guarded and protected to prevent them from being dangerous to life or property.

If excavations associated with the erection of a building extends below the level of the base of the footings of a building on an adjoining allotment of land, the person causing the excavation to be made, must preserve and protect the building from damage, and if necessary, underpin and support the building in an approved manner.

Notice of intention to do so must be given to the owner of the adjoining land at least seven days before the commencement of excavation work. The owner of the adjoining allotment of land is not liable for any part of the cost of work, whether carried out on the allotment of land being excavated or on the adjoining allotment of land.

CONDITIONS TO BE COMPLETED DURING CONSTRUCTION

19. The applicant shall ensure that noise pollution is minimised during the course of construction. The use of power tools and/or similar noise producing activities shall be limited to the following hours:-

Monday to Saturday 7.00 AM to 5.00 PM

Sunday & public Holidays No construction activities are to take place.

20. All works are to be executed in a good and workmanlike manner and all materials are to be installed as per manufacturers' instructions and any applicable Australian Standards.

21. All glass installation shall comply with the requirements of AS 1288 Glass in buildings, and AS 2047 Windows in buildings, as applicable. The installer shall provide certification that the glazing complies with the requirements of AS 1288 and AS 2047 immediately following installation.

CONDITIONS TO BE COMPLETED PRIOR TO OCCUPATION/USE COMMENCING

22. An Occupation Certificate must be obtained before the approved use commences, in accordance with the Environmental Planning and Assessment Act and to ensure the health and safety of the building's occupants.

NOTE: Failure to obtain an Occupation Certificate is an offence under the legislation. Penalty advice for buildings (penalties do not apply to uses detailed in sections 109M and 109N; i.e. Crown projects, Class 1a and 10 buildings or as detailed for places of public entertainment).

CONDITIONS RELATING TO ONGOING OPERATIONS

23. The building must not be used as a dwelling or domicile without prior written approval from Council.

24. The development shall be implemented in accordance with:

- (a) All documentation and correspondence submitted by the applicant, or their agents, in support of the Development Application,
- (b) the details set out on the plans approved and stamped by authorised officers of Council, except as amended by the conditions of this development consent.

Reason: To ensure that the development proceeds in the manner proposed by the applicant and approved by Council.

25. Roof water is to be disposed in a manner the does not cause a nuisance for neighbouring properties, by one of the following methods:
 - (a) onto a hardened surface and directed away from the building.
 - (b) 3.0 metres clear of any building to a rubble pit.
26. Any rainwater tank must be installed so that it is on the downhill side of the building at a minimum distance of 3 metres from any boundary of the property or any structure so as to prevent damage to any structure.
27. A 20,000L water supply with 65mm metal Storz outlet with a gate or ball valve is provided for fire fighting purposes on the site. The gate or ball valve, pipes and tank penetrations are to be designed to allow for a full 50mm inner diameter water flow through the Storz fitting and must be of a metal construction.

COUNCIL ADVICE ONLY

28. **Covenant/s:** The applicant/owner has the responsibility of being aware of any covenant which may affect the proposal.
29. **Dial Before You Dig:** Underground assets may exist in the area that is subject to your application. In the interests of health and safety and in order to protect damage to third party assets please contact Dial Before You Dig at www.1100.com.au or telephone on 1100 before excavating or erecting structures (This is the law in NSW). If alterations are required to the configuration, size, form or design of the development upon contacting the Dial Before You Dig service, an amendment to the development consent (or a new development application) may be necessary. Individuals owe asset owners a duty of care that must be observed when working in the vicinity of plant or assets. It is the individual's responsibility to anticipate and request the nominal location of plant or assets on the relevant property via contacting the Dial Before You Dig service in advance of any construction or planning activities.
30. **Telecommunications Act 1997 (Commonwealth):** Telstra (and its authorised contractors) are the only companies that are permitted to conduct works on Telstra's network and assets. Any person interfering with a facility or installation owned by Telstra is committing an offence under the Criminal Code Act 1995 (Cth) and is liable for prosecution. Furthermore, damage to Telstra's infrastructure may result in interruption to the provision of essential services and significant costs. If you are aware of any works or proposed works which may affect or impact on Telstra's assets in any way, you are required to contact: Telstra's Network Integrity Team on phone number 1800 810 443.
31. **Compliance with the National Construction Code:**
All building work must be carried out in the following manner to ensure compliance with the National Construction Code (Volume 2: Housing Provisions):-
32. **Drainage of surface water surrounding the building:** Finished ground or paving level must be at least 150mm below the level of any floor. Such finished ground level is measured not more than one (1) metre from external walls with the ground surface graded to allow effective drainage of surface water away from the building (in accordance with AS 2870 – 1996).

33. **Rainwater Tanks:** Council requires rainwater tanks to be installed in accordance with the State Environmental Planning Policy No 4. Direct connection between the rainwater tank and reticulated potable water supply will not be permitted; however, the reticulated potable supply may be used to top up the tank via a physical air gap. Maintenance of the tank or tanks should be in accordance with the guidelines from the New South Wales Department of Health for the use and maintenance of rainwater tanks.

Following debate a DIVISION was called with the result recorded as follows:

FOR: Cr M Pearce, Cr R Bell, Cr K Ward, Cr I Strutt, Cr M Dusting, Cr L Sampson

AGAINST: Cr T Toomey, Cr N Ledger

ABSENT: Cr B Crouch

12.11/17 CARRIED

Cr B Crouch returned to the meeting at 01:55pm.

MOTION (Crs R Bell / K Ward)

That Council review its development control plans to consider set backs and other issues for RU2 & RU1 zoning.

13.11/17 CARRIED

Department: Infrastructure and Regulation
Submitted by: Manager Planning and Regulation
Reference/Subject: Report 11 - DIVISION DECISION - Development Application 52/2017 – 5 Bay Shed – 166 Kingstown Road, Uralla

Cr T Toomey, having previously declared a conflict of interest, left the meeting at 2.02pm.

OFFICER'S RECOMMENDATION:

That;

Council approve Development Application 52/2017 submitted by R and J Blair for a 5 bay shed on land known as 166 Kingstown Road, Uralla, being Lot 2 DP 844418 subject to the following conditions of consent:

PRESCRIBED CONDITIONS (under Environmental Planning and Assessment Regulation 2000)

Compliance with National Construction Code & insurance requirements under the Home Building Act 1989

Please Note: A reference to the National Construction Code is a reference to that Code as in force on the date the application is made for the relevant:

- a) development consent, in the case of a temporary structure that is an entertainment venue, or
- b) construction certificate, in every other case.

1. The work must be carried out in accordance with the requirements of the *National Construction Code*.
2. In the case of residential building work for which the *Home Building Act 1989*

requires there to be a contract of insurance in force in accordance with Part 6 of that Act, that such a contract of insurance must be entered into and be in force before any building work authorised to be carried

Erection of signs

Please Note: *This does not apply in relation to:*

- a) *building work, subdivision work or demolition work that is carried out inside an existing building, which does not affect the external walls of the building development consent, in the case of a temporary structure that is an entertainment venue, or*
- b) *Crown building work that is certified, in accordance with section 116G of the Act, to comply with the technical provisions of the State's building laws.*
- c) *a complying development certificate issued before 1 July 2004 only if the building work, subdivision work or demolition work involved had not been commenced by that date.*

- 3. A sign must be erected in a prominent position on any site on which building work, subdivision work or demolition work is being carried out:
 - a) showing the name, address and telephone number of the principal certifying authority for the work, and
 - b) showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and
 - c) stating that unauthorised entry to the site is prohibited.
- 4. Any such sign is to be maintained while the building work, subdivision work or demolition work is being carried out, but must be removed when the work has been completed.

Please Note: *Principal certifying authorities and principal contractors must also ensure that signs required by this clause are erected and maintained (see clause 227A which currently imposes a maximum penalty of \$1,100).*

GENERAL CONDITIONS

- 5. The development shall be implemented in accordance with:
 - (a) All documentation and correspondence submitted by the applicant, or their agents, in support of the Development Application,
 - (b) The details set out on the plans approved and stamped by authorised officers of Council, except as amended by the conditions of this development consent.

Reason: To ensure that the development proceeds in the manner proposed by the applicant and approved by Council.
- 6. The owner of the property is to ensure that any structure is installed:
 - (a) to meet the setback requirements of the approved plans,
 - (b) to be located within the confines of the lot, and;

(c) so that it does not interfere with any easements or covenants upon the land.

Reason: To avoid any structures being erected in a location where it would be inappropriate.

7. The structure is to be inspected at the following stages of construction:
- before the pouring of footings**
 - before covering drainage (under hydrostatic test)
 - before pouring any reinforced concrete structure **
 - before covering the framework for any wall, roof or other building element **
 - before covering any stormwater drainage connections
 - when the building work is completed and all conditions of consent have been addressed**

** denotes a critical stage inspection (a mandatory inspection under Section 109C of the EP&A Act 1979). Please note that an Occupation Certificate cannot be issued for a *development where a critical stage or other nominated inspection has not been carried out.

Applicants should give at least 24 hours notice to guarantee an inspection.

*All drainage works associated with the approval are to comply with the requirements of AS 3500 and completed only by a licensed plumber and drainer

Reason: To ensure compliance with appropriate standards.

8. A Construction Certificate must be obtained from a Certifying Authority before work commences.

Reason: To ensure compliance with Cl.146 of the Environmental Planning and Assessment Regulation 2000.

9. Occupancy of the building is not to take place until the Principal Certifying Authority (PCA) has carried out a final inspection and an Occupation Certificate issued. All required trade certifications are to be available to the PCA before the final inspection will be carried out.

Reason: To ensure compliance with the Environmental Planning and Assessment Act 1979 and to restrict the use of the premises until the terms of the Development Consent have been complied with so as to ensure the health and safety of occupants of the building.

10. Roof water is to be disposed in a manner that does not cause a nuisance for neighbouring properties, by one of the following methods:

- (a) onto a hardened surface and directed away from the building.
- (b) 3.0 metres clear of any building to a rubble pit.

Reason: To alleviate any potential stormwater problems with respect to the buildings on the allotment or adjoining allotments.

11. Any rainwater tank must be installed so that the overflow is on the downhill side of the dwelling/building at a minimum distance of 3 metres from any boundary of the property or any structure so as to prevent damage to any structure.

Reason: To prevent structural damage to buildings and protect public health.

12. All works are to be executed in a good and workmanlike manner and all materials are to be installed as per manufacturers' instructions and any applicable Australian Standards.

Reason: To ensure that the building work is completed in accordance with the approval and is in a safe and healthy condition for use by occupants.

13. No increase or interference with the amenity of the area is to be created by reason of any process or operation on the premises causing the emission of noise, dust, smoke or any other pollution discharge.

Reason: To prevent pollution from detrimentally affecting the public or environment.

14. The building must not be used as a dwelling or domicile without Council's consent.

Reason: To ensure the development is utilised as proposed in the application.

15. The building/shed must not be used for commercial or industrial purposes of storage of goods associated with industrial or commercial undertakings.

Reason: To ensure the development is utilised as proposed in the application.

CONDITIONS TO BE COMPLETED PRIOR TO ISSUE OF CONSTRUCTION CERTIFICATE

16. Any Construction Certificate that may be issued in association with this development consent must ensure that any certified plans and designs are generally consistent (in terms of site layout, site levels, building location, size, external configuration and appearance) with the approved Development Application plans.

Reason: To ensure the design of the proposed work may be assessed in detail before construction commences and because it is in the public interest that the development complies with the appropriate construction standards.

CONDITIONS TO BE COMPLETED PRIOR TO CONSTRUCTION COMMENCING

17. The owner/s of the property are to give Council written notice of the intention to commence works and the appointment of a Principal Certifying Authority (if the PCA is not Council) at least two days before the proposed date of commencement.

Reason: To ensure compliance with the Environmental Planning and Assessment Regulation 2000

CONDITIONS TO BE COMPLIED WITH DURING CONSTRUCTION

18. The owner of the property is to ensure that any building is constructed:

- (a) to meet the setback requirements of the approved plans,
- (b) to be located within the confines of the lot, and;
- (c) so that it does not interfere with any easements or covenants upon the land.

Reason: To avoid any buildings being erected in a location where it would be inappropriate.

19. The applicant shall ensure that noise pollution is minimised during the course of construction. The use of power tools and/or similar noise producing activities shall be limited to the following hours:-

Monday to Saturday 7.00 AM to 5.00 PM
Sunday & public Holidays No construction activities are to take place.

Reason: To ensure that public amenity is not unduly affected by noise.

20. All works are to be executed in a good and workmanlike manner and all materials are to be installed as per manufacturers' instructions and any applicable Australian Standards.

Reason: To ensure that the building work is completed in accordance with the approval and is in a safe and healthy condition for use by occupants.

21. A copy of the approved and certified plans, specifications and documents incorporating conditions of approval and certification shall be kept on the Subject Site at all times and shall be readily available for perusal by any officer of Council or the PCA.

Reason: To ensure compliance with approved plans can be readily confirmed.

22. Any alterations or additions marked by Council on the approved plans and/or the specifications must be carried into effect.

Reason: It is in the public interest that work is carried out in accordance with the approved plans.

ADVISORY NOTES - GENERAL

23. The Applicant is solely responsible for ensuring that all additional consents and agreements are obtained from other authorities, as relevant.
24. It is possible that a covenant may affect the land which is the subject of this consent. The grant of this consent does not necessarily override that covenant. You should seek legal advice regarding the effect of any covenants which affect the land.
25. Underground assets may exist in the area that is subject to your application. In the interests of health and safety and in order to protect damage to third party assets please contact Dial before you dig at www.1100.com.au or telephone on 1100 before excavating or erecting structures (This is the law in NSW). If alterations are required to the configuration, size, form or design of the development upon contacting the Dial before You Dig service, an amendment to the development consent (or a new development application) may be necessary. Individuals owe asset owners a duty of care that must be observed when working in the vicinity of plant or assets. It is the individual's responsibility to anticipate and request the nominal location of plant or assets on the relevant property via contacting the Dial before you dig service in advance of any construction or planning activities.
26. Any alteration to the drawings and/or documentation shall be submitted for the approval of Council. Such alterations may require the lodgement of an application to amend the consent under s96 of the Act or a fresh development application. No works other than those approved under this consent shall be carried out without the prior approval of Council.
27. Telecommunications Act 1997 (Commonwealth): Telstra (and its authorized contractors) are the only companies that are permitted to conduct works on Telstra's network and assets. Any person interfering with a facility or installation owned by Telstra is committing an offence under the Criminal Code Act 1995 (Cth) and is liable for

prosecution. Furthermore, damage to Telstra's infrastructure may result in interruption to the provision of essential services and significant costs. If you are aware of any works or proposed works which may affect or impact on Telstra's assets in any way, you are required to contact: Telstra's Network Integrity Team on phone number 1800 810 443.

MOTION (Crs R Bell / L Sampson)

That;

1. Council approve Development Application 52/2017 submitted by R and J Blair for a 5 bay shed on land known as 166 Kingstown Road, Uralla, being Lot 2 DP 844418 subject to the following conditions of consent:
2. The proposed shed must be constructed of low reflective, factory pre-coloured materials.

PRESCRIBED CONDITIONS (under Environmental Planning and Assessment Regulation 2000)

Compliance with National Construction Code & insurance requirements under the Home Building Act 1989

Please Note: A reference to the National Construction Code is a reference to that Code as in force on the date the application is made for the relevant:

- c) *development consent, in the case of a temporary structure that is an entertainment venue, or*
- d) *construction certificate, in every other case.*

1. The work must be carried out in accordance with the requirements of the *National Construction Code*.
2. In the case of residential building work for which the *Home Building Act 1989* requires there to be a contract of insurance in force in accordance with Part 6 of that Act, that such a contract of insurance must be entered into and be in force before any building work authorised to be carried

Erection of signs

Please Note: *This does not apply in relation to:*

- d) *building work, subdivision work or demolition work that is carried out inside an existing building, which does not affect the external walls of the building*
- e) *Crown building work that is certified, in accordance with section 116G of the Act, to comply with the technical provisions of the State's building laws.*
- f) *a complying development certificate issued before 1 July 2004 only if the building work, subdivision work or demolition work involved had not been commenced by that date.*

3. A sign must be erected in a prominent position on any site on which building work, subdivision work or demolition work is being carried out:
 - a) showing the name, address and telephone number of the principal certifying authority for the work, and
 - b) showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and
 - c) stating that unauthorised entry to the site is prohibited.
4. Any such sign is to be maintained while the building work, subdivision work or demolition work is being carried out, but must be removed when the work has been completed.

Please Note: *Principal certifying authorities and principal contractors must also ensure that signs required by this clause are erected and maintained (see clause 227A which currently imposes a maximum penalty of \$1,100).*

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 - (a) All documentation and correspondence submitted by the applicant, or their agents, in support of the Development Application,
 - (b) The details set out on the plans approved and stamped by authorised officers of Council, except as amended by the conditions of this development consent.

Reason: To ensure that the development proceeds in the manner proposed by the applicant and approved by Council.
6. The owner of the property is to ensure that any structure is installed:
 - (a) to meet the setback requirements of the approved plans,
 - (b) to be located within the confines of the lot, and;
 - (c) so that it does not interfere with any easements or covenants upon the land.

Reason: To avoid any structures being erected in a location where it would be inappropriate.
7. The structure is to be inspected at the following stages of construction:
 - before the pouring of footings**
 - before covering drainage (under hydrostatic test)
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 - when the building work is completed and all conditions of consent have been addressed**

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Applicants should give at least 24 hours notice to guarantee an inspection.

*All drainage works associated with the approval are to comply with the requirements of AS 3500 and completed only by a licensed plumber and drainer

Reason: To ensure compliance with appropriate standards.

8. A Construction Certificate must be obtained from a Certifying Authority before work commences.

Reason: To ensure compliance with Cl.146 of the Environmental Planning and Assessment Regulation 2000.

9. Occupancy of the building is not to take place until the Principal Certifying Authority (PCA) has carried out a final inspection and an Occupation Certificate issued. All required trade certifications are to be available to the PCA before the final inspection will be carried out.

Reason: To ensure compliance with the Environmental Planning and Assessment Act 1979 and to restrict the use of the premises until the terms of the Development Consent have been complied with so as to ensure the health and safety of occupants of the building.

10. Roof water is to be disposed in a manner that does not cause a nuisance for neighbouring properties, by one of the following methods:

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Reason: To alleviate any potential stormwater problems with respect to the buildings on the allotment or adjoining allotments.

11. Any rainwater tank must be installed so that the overflow is on the downhill side of the dwelling/building at a minimum distance of 3 metres from any boundary of the property or any structure so as to prevent damage to any structure.

Reason: To prevent structural damage to buildings and protect public health.

12. All works are to be executed in a good and workmanlike manner and all materials are to be installed as per manufacturers' instructions and any applicable Australian Standards.

Reason: To ensure that the building work is completed in accordance with the approval and is in a safe and healthy condition for use by occupants.

13. No increase or interference with the amenity of the area is to be created by reason of any process or operation on the premises causing the emission of noise, dust, smoke or any other pollution discharge.

Reason: To prevent pollution from detrimentally affecting the public or environment.

14. The building must not be used as a dwelling or domicile without Council's consent.

Reason: To ensure the development is utilised as proposed in the application.

15. The building/shed must not be used for commercial or industrial purposes of storage of goods associated with industrial or commercial undertakings.

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16. Any Construction Certificate that may be issued in association with this development consent must ensure that any certified plans and designs are generally consistent (in terms of site layout, site levels, building location, size, external configuration and appearance) with the approved Development Application plans.

Reason: To ensure the design of the proposed work may be assessed in detail before construction commences and because it is in the public interest that the development complies with the appropriate construction standards.

CONDITIONS TO BE COMPLETED PRIOR TO CONSTRUCTION COMMENCING

17. The owner/s of the property are to give Council written notice of the intention to commence works and the appointment of a Principal Certifying Authority (if the PCA is not Council) at least two days before the proposed date of commencement.

Reason: To ensure compliance with the Environmental Planning and Assessment Regulation 2000

CONDITIONS TO BE COMPLIED WITH DURING CONSTRUCTION

18. The owner of the property is to ensure that any building is constructed:
- (a) to meet the setback requirements of the approved plans,
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Reason: To avoid any buildings being erected in a location where it would be inappropriate.

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Sunday & public Holidays No construction activities are to take place.

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20. All works are to be executed in a good and workmanlike manner and all materials are to be installed as per manufacturers' instructions and any applicable Australian Standards.

Reason: To ensure that the building work is completed in accordance with the approval and is in a safe and healthy condition for use by occupants.

21. A copy of the approved and certified plans, specifications and documents incorporating conditions of approval and certification shall be kept on the Subject Site at all times and shall be readily available for perusal by any officer of Council or the PCA.

Reason: To ensure compliance with approved plans can be readily confirmed.

22. Any alterations or additions marked by Council on the approved plans and/or the specifications must be carried into effect.

Reason: It is in the public interest that work is carried out in accordance with the approved plans.

ADVISORY NOTES - GENERAL

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24. It is possible that a covenant may affect the land which is the subject of this consent. The grant of this consent does not necessarily override that covenant. You should seek legal advice regarding the effect of any covenants which affect the land.
25. Underground assets may exist in the area that is subject to your application. In the interests of health and safety and in order to protect damage to third party assets please contact Dial before you dig at www.1100.com.au or telephone on 1100 before excavating or erecting structures (This is the law in NSW). If alterations are required to the configuration, size, form or design of the development upon contacting the Dial before You Dig service, an amendment to the development consent (or a new development application) may be necessary. Individuals owe asset owners a duty of care that must be observed when working in the vicinity of plant or assets. It is the individual's responsibility to anticipate and request the nominal location of plant or assets on the relevant property via contacting the Dial before you dig service in advance of any construction or planning activities.
26. Any alteration to the drawings and/or documentation shall be submitted for the approval of Council. Such alterations may require the lodgement of an application to amend the consent under s96 of the Act or a fresh development application. No works other than those approved under this consent shall be carried out without the prior approval of Council.
27. Telecommunications Act 1997 (Commonwealth): Telstra (and its authorized contractors) are the only companies that are permitted to conduct works on Telstra's network and assets. Any person interfering with a facility or installation owned by Telstra is committing an offence under the Criminal Code Act 1995 (Cth) and is liable for prosecution. Furthermore, damage to Telstra's infrastructure may result in interruption to the provision of essential services and significant costs. If you are aware of any works or proposed works which may affect or impact on Telstra's assets in any way, you are required to contact: Telstra's Network Integrity Team on phone number 1800 810 443.

Following debate a DIVISION was called with the result recorded as follows:

FOR: Cr M Pearce, Cr R Bell, Cr K Ward, Cr I Strutt, Cr M Dusting, Cr B Crouch,
Cr L Sampson, Cr N Ledger

AGAINST: nil

ABSENT: Cr T Toomey

14.11/17 CARRIED

Cr T Toomey returned to the meeting at 02:08pm.

13. DEPUTATIONS

There were no deputations registered for the 28 November 2017 Meeting.

14. WRITTEN REPORTS FROM DELEGATES (Activity Summaries)

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

COUNCILLOR NAME:	Mark Dusting	
COUNCIL MEETING DATE:	28 November 2017	
DATE	COMMITTEE/MEETING/EVENT	LOCATION
24/10/17	NEWA County Council	Armidale
24/10/17	Council Meeting	Uralla
08/11/17	Northern Regional Libraries Committee	Tamworth

COUNCILLOR NAME:	Bob Crouch	
COUNCIL MEETING DATE:	28 November 2017	
DATE	COMMITTEE/MEETING/EVENT	LOCATION
27/10/17	LLS Lunch	Uralla
30/10/17	Nurse May Yarrowyck plaque unveiling	Bundarra
13/11/17	Council Workshop	Uralla
14/11/17	UNE smart regions incubator	Uralla
15/11/17	Bundarra Hall committee	Bundarra
21/11/17	Audit and Risk Committee	Uralla
23/11/17	Integrity Management Training	Armidale
28/1/17	Council Meeting	Uralla

COUNCILLOR NAME:	Levi Sampson	
COUNCIL MEETING DATE:	28 November 2017	
DATE	COMMITTEE/MEETING/EVENT	LOCATION
25/10/17	VIC Ref Group	Uralla
13/11/17	PRG VIC Final	Uralla
14/11/17	UNE Smart Region Incubator	Uralla
14/11/17	Strategic Planning Workshop	Uralla
28/11/17	Council Meeting	Uralla

COUNCILLOR NAME:	Natasha Ledger	
COUNCIL MEETING DATE:	28 November 2017	
DATE	COMMITTEE/MEETING/EVENT	LOCATION
27/10/17	JAE – Phone discussion	
30/10/17	REDS – Phone discussion	
14/11/17	Council Workshop	Uralla
	Bundarra 355 Committee Meeting	Bundarra
27/11/17	Thunderbolts Festival	Top Pub
28/11/17	Council Meeting	Uralla

COUNCILLOR NAME:	Tara Toomey	
COUNCIL MEETING DATE:	28 November 2017	
DATE	COMMITTEE/MEETING/EVENT	LOCATION
25/10/17	October Council Meeting	Uralla
13/11/17	PRG Vic Working Group	Chambers
14/11/17	Strategic Planning Workshop	Chambers
27/11/17	Arts North West Board Meeting	
28/11/17	November Council Meeting	Chambers

COUNCILLOR NAME:		Robert Bell
COUNCIL MEETING DATE:		28 November 2017
DATE	COMMITTEE/MEETING/EVENT	LOCATION
14/11/17	Strategic Workshop	Council
23/11/17	Windfarm Presentation	Kentucky
28/11/17	Council Meeting	Council

COUNCILLOR NAME:		Kevin Ward
COUNCIL MEETING DATE:		28 November 2017
DATE	COMMITTEE/MEETING/EVENT	LOCATION
27/10/17	Youth Frontiers Showcase	Armidale
28/10/17	Thunderbolt Festival	Uralla
30/10/17	Unveiling Plaque for May Yarrowyck	Bundarra
14/11/17	Strategic Planning Workshop	Uralla
21/11/17	Audit & Risk Committee	Uralla
23/11/17	Solar & Wind Farm Info Meeting	Kentucky
28/11/17	DA Inspection DA-52-2017	Uralla

COUNCILLOR NAME:		Isabel Strutt
COUNCIL MEETING DATE:		28 November 2017
DATE	COMMITTEE/MEETING/EVENT	LOCATION
27/10/17	Annual General Meeting of Uralla CWA Branch	Uralla
27/10/17	Youth Mentoring Project Showcase at Armidale Ex-Services club	Armidale
28/10/17	Thunderbolt Festival	Uralla
31/10/17	Unveiling of commemorative plaque to Nurse May Yarrowyck at Grace Munro Centre	Bundarra
8/11/17	New South Wales Police Force New England Local Area Command Awards Presentation Ceremony	Armidale
9/11/17	Uralla Central School Annual Presentation Night	Uralla
11/11/17	Remembrance Day Service	Uralla
14/11/17	Strategic Planning Meeting	Uralla
21/11/17	Audit and Risk Committee meeting – Observer	Uralla
23/11/17	Councillor Training – Integrity Management in Local Government	Armidale
23/11/17	Farmers, Consultants and contractors Wind Farm Forum	Kentucky
24/11/17	NEGOC Meeting – Observer	Inverell
28/11/17	Site Inspection	Uralla
28/11/17	Council Meeting	Uralla

COUNCILLOR NAME:		Michael Pearce
COUNCIL MEETING DATE:		28 November 2017
DATE	COMMITTEE/MEETING/EVENT	LOCATION
25/10/17	Mayor's Office – Admin	Uralla
26/10/17	Mayor's Office – Admin	Uralla
27/10/17	UNE Graduation	Armidale
27/10/17	Youth Mentors Presentation	Armidale
28/10/17	UNE Graduation Thunderbolts Festival	Armidale Uralla
30/10/17	Grace Munro Centre, Bundarra – Plaque for Nurse May Yarrowyck	Bundarra
31/10/17	Mayor's Office - Admin	Uralla
1/11/17	Mayor's Office – Admin	Uralla
2/11/17	Mayor's Office – Admin	Uralla
3/11/17	Country Mayors Association AGM and General Meeting	Sydney
5/11/17	Travel to Albany re National Roads and Transport congress	Albany
6/11/17- 8/11/17	National Local Roads and Transport Congress	Albany
11/11/17	Remembrance Day	Uralla
13/11/17	Mayor's Office – Admin Meetings	Uralla
14/11/17	Mayor's Office – Admin Councillor Workshop	Uralla
15/11/17	Mayor's Office – Admin	Uralla
16/11/17	Mayor's Office – Admin	Uralla
18/11/17	Uralla RSL sub-Branch Members Dinner	Uralla
20/11/17	Mayor's Office – Admin	Uralla
21/11/17	Mayor's Office – Admin	Uralla
22/11/17	2AD Radio interview, Mayor's Office – Admin	Uralla
23/11/17	Mayor's Office – Admin, Meeting	Uralla
24/11/17	New England Group of Councils meeting (NEGOC)	Inverell
27/11/17	Mayor's Office – Admin	Uralla
28/11/17	Mayor's Office – Admin. November Council meeting	Uralla

15. MAYORAL MINUTE

Submitted by: Mayor, Cr M Pearce
Reference/Subject: National Local Roads and Transport Congress

MAYOR'S RECOMMENDATION:

That;
Council note and accept the report on the National Local Roads and Transport Congress.

MOTION (Crs I Strutt / B Crouch)

That;
Council note and accept the report on the National Local Roads and Transport Congress.

15.11/17 CARRIED

16. REPORTS TO COUNCIL (Scheduled Reports)

Department: Finance
Submitted by: Chief Financial Officer
Reference/Subject: Report 1 - Cash at Bank & Investments

OFFICER'S RECOMMENDATION:

That;

Council note the cash position as at 31 October, 2017 consisting of cash and overnight funds of \$2,575,516, term deposits of \$12,450,000 totalling \$15,025,516 of readily convertible funds.

MOTION (Crs N Ledger / L Sampson)

That;

Council note the cash position as at 31 October, 2017 consisting of cash and overnight funds of \$2,575,516, term deposits of \$12,450,000 totalling \$15,025,516 of readily convertible funds.

16.11/17 CARRIED

Department: Finance
Submitted by: Chief Financial Officer
Reference/Subject: Report 2 – Audited Annual Financial Statements 2016/17

OFFICER'S RECOMMENDATION:

That;

The Auditor's Report and Annual Financial Statements for the year ended 30 June 2017 be adopted.

MOTION (Crs M Dusting / K Ward)

That;

The Auditor's Report and Annual Financial Statements for the year ended 30 June 2017 be adopted.

17.11/17 CARRIED

Department: Finance
Submitted by: Chief Financial Officer
Reference/Subject: Report 3 - Adoption of draft Long Term Financial Plan 2018-27

OFFICER'S RECOMMENDATION:

That;

Council adopt the draft Long Term Financial Plan 2018-2027;

PROCEDURAL MOTION (Crs K Ward / T Toomey)

To move to Committee of the Whole

18.11/17 CARRIED

Councillors held a detailed discussion in committee regarding noting report.

PROCEDURAL MOTION (Crs I Strutt / L Sampson)

To resume Standing Orders

19.11/17 CARRIED

The Chair outlined details of the proposed motion determined during discussion in committee.

MOTION (Crs R Bell / N Ledger)

That;

Council note the draft Long Term Financial Plan 2018-2027;

20.11/17 CARRIED

Meeting Adjournment (3:02pm to 3:17pm).

Department: Community and Governance
Submitted by: Community Development & Tourism Coordinator
Reference/Subject: Report 4 - Regional Cultural Fund Application

OFFICER'S RECOMMENDATION:

That;

The report on the Regional Cultural Fund Application be received and noted.

MOTION (Crs I Strutt / N Ledger)

That;

The report on the Regional Cultural Fund Application be received and noted.

21.11/17 CARRIED

Department: Community and Governance
Submitted by: Community Development & Tourism Coordinator
Reference/Subject: Report 5 - Central Northern Regional Library - Annual Report 2016/2017

OFFICER'S RECOMMENDATION:

That;

The Central Northern Regional Library Annual Report 2016/17 be received and noted.

MOTION (Crs M Dusting / N Ledger)

That;

1. The Central Northern Regional Library Annual Report 2016/17 be received and noted.
2. That Library staff be commended on their hard work and diligence and diversity of services and activities in the last 12 months.

22.11/17 CARRIED

Department: Community and Governance
Submitted by: Community Development & Tourism Coordinator
Reference/Subject: Report 6 - Visitor Information Centre & Library Monthly Report

OFFICER'S RECOMMENDATION:

That;

The report on the Visitor Information Centre & Library be received and noted.

MOTION (Crs N Ledger / L Sampson)

That;

The report on the Visitor Information Centre & Library be received and noted.

23.11/17 CARRIED

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

Cr B Crouch & Cr I Strutt, having previously declared a conflict of interest, left the meeting at 03:27pm.

OFFICER'S RECOMMENDATION:

That;

The Heritage Advisory Services Summary for November 2017 be received and noted by Council.

MOTION (Crs K Ward / L Sampson)

That;

The Heritage Advisory Services Summary for November 2017 be received and noted by Council.

24.11/17 CARRIED

Crs B Crouch and I Strutt were absent during voting.

Crs B Crouch & I Strutt returned to the meeting at 03:29pm.

Department: Infrastructure & Regulation
Submitted by: Director Infrastructure & Regulation
Reference/Subject: Report 8 - Works Progress Report as at 31 October 2017

OFFICER'S RECOMMENDATION:

That;

The report be received and noted for the works completed or progressed during October 2017, and works programmed for November 2017.

MOTION (Crs R Bell / K Ward)

That;

The report be received and noted for the works completed or progressed during October 2017, and works programmed for November 2017.

25.11/17 CARRIED

Department: Infrastructure & Regulation
Submitted by: Director of Infrastructure & Regulation
Reference/Subject: Report 9 - Development Approvals and Refusals for October 2017

Crs B Crouch & T Toomey, having previously declared a conflict of interest, left the meeting at 03:33pm.

OFFICER'S RECOMMENDATION:

That;

Council receive and note the development approvals and refusals for October 2017.

MOTION (Crs L Sampson / I Strutt)

That;

Council receive and note the development approvals and refusals for October 2017.

26.11/17 CARRIED

Crs B Crouch & T Toomey were absent from the room at the time of voting.

Crs B Crouch & T Toomey returned to the meeting at 03:35pm.

Department: Infrastructure and Regulation
Submitted by: Manager Planning and Regulation
Reference/Subject: Report 12 - DIVISION DECISION - Development Application 50/2017 – 2 lot subdivision – 1301 Bundarra Road, Invergowrie

Cr T Toomey, having previously declared a conflict of interest, left the meeting at 03:35pm.

OFFICER'S RECOMMENDATION:

That;

Council approve Development Application 50/2017 submitted by R and S Andersen for a 2 lot subdivision on land known as 1301 Bundarra Road, Invergowrie, being Lot 4 DP 249071, subject to the following conditions of consent:

GENERAL CONDITIONS

1. The development shall be implemented in accordance with:
 - (a) All documentation and correspondence submitted by the applicant, or their agents, in support of the Development Application,
 - (b) The details set out on the plans approved and stamped by authorised officers of Council, except as amended by the conditions of this development consent.

Reason: To ensure that the development proceeds in the manner proposed by the applicant and approved by Council.

CONDITIONS TO BE COMPLETED PRIOR TO ISSUE OF SUBDIVISION CERTIFICATE

2. That two lots are created by the subdivision of the existing Lot 4 DP 249071, one of about 5.8 hectares and the other about 12.4 hectares.

Reason: To ensure that the development proceeds in the manner proposed by the applicant and approved by Council.
3. 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 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 \$3,619.00 in the 2017/18 financial year for each applicable lot. This is applicable for Lots 1 and 2.

Reason: To ensure compliance with Uralla Shire Council Section 94 contributions plans and the provision of adequate infrastructure.
4. A surveyor's plan must be submitted to Uralla Shire Council prior to the expiry date of this development consent so that the subdivision certificate on the plan can be signed by an authorised officer.

Reason: The subdivision cannot be registered with the Land Titles Office, and be finalised, until the subdivision certificate on the surveyors plan is signed by an authorised officer of Uralla Shire Council.
5. Accesses to Bundarra Road for each lot are to be:
 - Bitumen sealed to the property boundary,
 - Formed with a pipe culvert,
 - Designed in accordance with Roads and Maritime Services requirements with adequate sight distances.
 - Constructed to a standard approved by Council's Director of Infrastructure and Regulation or nominee.

Reason: To ensure safe and suitable access to each lot in the proposed subdivision.

BUSHFIRE CONDITIONS

6. The development proposal is to comply with the subdivision layout identified on the drawing titled 'Proposed Subdivision of Lot 4 DP249071 being 1301 Bundarra Rd, Invergowrie NSW 2350' prepared by Croft Surveying & Mapping, referenced 17996-A, sheet 1 of 2 and dated 4th August, 2017.
Reason: To ensure that the development proceeds in the manner proposed by the applicant and approved by Council and to comply with Rural Fire Service conditions of consent.
7. At the issue of subdivision certificate and in perpetuity, the land surrounding the existing dwelling(s) on proposed Lot 1, to a distance of 15 metres, shall be maintained as an inner protection area (IPA) as outlined within section 4.1.3 and Appendix 5 of 'Planning for Bush Fire Protection 2006' and the NSW Rural Fire Service's document 'Standards for asset protection zones'.
Reason: To ensure compliance with NSW Rural Fire Service guide "Planning for Bushfire Protection 2006".
8. Prior to the issue of subdivision certificate the land surrounding the existing dwelling on proposed Lot 1, to a distance of 15 metres, shall be maintained as an inner protection area (IPA).
Reason: To ensure compliance with NSW Rural Fire Service guide "Planning for Bushfire Protection 2006".
9. Any new dwelling to on the proposed lots shall comply with Australian Standard AS3959-2009 'Construction of buildings in bush fire-prone areas' and section A3.7 Addendum Appendix 3 of 'Planning for Bush Fire Protection'.
Reason: To ensure compliance with NSW Rural Fire Service guide "Planning for Bushfire Protection 2006" and 79BA Bushfire Hazard Assessment Report.
10. The Inner Protection Area (IPA) shall be maintained in such a manner that;
 - Minimal fire fuel that could be set alight by bushfire (e.g. long grass, tree branches etc.) is present at ground level,
 - Vegetation does not provide a path for the transfer of fire to the development,
 - Trees are a minimum of 5 metres away from any building, measured from the edge of the foliage to the roof line or any open balconies,
 - Bark chips and the like are not present within 5 metres of any building,
 - Any trees present have a minimum canopy separation of 2 metres, and
 - Any trees present are not species that retain dead material or deposit excessive amounts of ground fuel in a short time.*Reason: To ensure compliance with NSW Rural Fire Service guide "Planning for Bushfire Protection 2006" and 79BA Bushfire Hazard Assessment Report*
11. Trees are to be a minimum of 5 metres away from any building, measured from the edge of the foliage to the roof line or any open balconies.
Reason: To ensure compliance with NSW Rural Fire Service guide "Planning for Bushfire Protection 2006" and 79BA Bushfire Hazard Assessment Report

12. Any alteration to electricity supply shall comply with section 4.1.3 of 'Planning for Bush Fire Protection 2006'.
Reason: To ensure compliance with NSW Rural Fire Service guide "Planning for Bushfire Protection 2006" and to comply with Rural Fire Service conditions of consent.
13. Bark chips and the like are not to be present within 2 metres of any building.
Reason: To ensure compliance with NSW Rural Fire Service guide "Planning for Bushfire Protection 2006" and 79BA Bushfire Hazard Assessment Report.

ADVISORY NOTES - GENERAL

14. The Applicant is solely responsible for ensuring that all additional consents and agreements are obtained from other authorities, as relevant.
15. It is possible that a covenant may affect the land which is the subject of this consent. The grant of this consent does not necessarily override that covenant. You should seek legal advice regarding the effect of any covenants which affect the land.
16. This approval is for the subdivision of the land only. Any further development application for class 1,2 & 3 buildings as identified by the 'Building Code of Australia' must be subject to separate application under section 79BA of the EP & A Act and address the requirements of 'Planning for Bush Fire Protection 2006'.
17. Underground assets may exist in the area that is subject to your application. In the interests of health and safety and in order to protect damage to third party assets please contact Dial before you dig at www.1100.com.au or telephone on 1100 before excavating or erecting structures (This is the law in NSW). If alterations are required to the configuration, size, form or design of the development upon contacting the Dial before You Dig service, an amendment to the development consent (or a new development application) may be necessary. Individuals owe asset owners a duty of care that must be observed when working in the vicinity of plant or assets. It is the individual's responsibility to anticipate and request the nominal location of plant or assets on the relevant property via contacting the Dial before you dig service in advance of any construction or planning activities.
18. Any alteration to the drawings and/or documentation shall be submitted for the approval of Council. Such alterations may require the lodgement of an application to amend the consent under s96 of the Act or a fresh development application. No works other than those approved under this consent shall be carried out without the prior approval of Council.
19. Telecommunications Act 1997 (Commonwealth): Telstra (and its authorized contractors) are the only companies that are permitted to conduct works on Telstra's network and assets. Any person interfering with a facility or installation owned by Telstra is committing an offence under the Criminal Code Act 1995 (Cth) and is liable for prosecution. Furthermore, damage to Telstra's infrastructure may result in interruption to the provision of essential services and significant costs. If you are aware of any works or proposed works which may affect or impact on Telstra's assets in any way, you are required to contact: Telstra's Network Integrity Team on phone number 1800 810 443.

MOTION (Crs R Bell / M Disting)

That;

Council approve Development Application 50/2017 submitted by R and S Andersen for a 2 lot subdivision on land known as 1301 Bundarra Road, Invergowrie, being Lot 4 DP 249071, subject to the following conditions of consent:

GENERAL CONDITIONS

1. The development shall be implemented in accordance with:
 - (a) All documentation and correspondence submitted by the applicant, or their agents, in support of the Development Application,
 - (b) The details set out on the plans approved and stamped by authorised officers of Council, except as amended by the conditions of this development consent.

Reason: To ensure that the development proceeds in the manner proposed by the applicant and approved by Council.

CONDITIONS TO BE COMPLETED PRIOR TO ISSUE OF SUBDIVISION CERTIFICATE

2. That two lots are created by the subdivision of the existing Lot 4 DP 249071, one of about 5.8 hectares and the other about 12.4 hectares.

Reason: To ensure that the development proceeds in the manner proposed by the applicant and approved by Council.
3. 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 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 \$3,619.00 in the 2017/18 financial year for each applicable lot. This is applicable for Lots 1 and 2.

Reason: To ensure compliance with Uralla Shire Council Section 94 contributions plans and the provision of adequate infrastructure.
4. A surveyor's plan must be submitted to Uralla Shire Council prior to the expiry date of this development consent so that the subdivision certificate on the plan can be signed by an authorised officer.

Reason: The subdivision cannot be registered with the Land Titles Office, and be finalised, until the subdivision certificate on the surveyors plan is signed by an authorised officer of Uralla Shire Council.
5. Accesses to Bundarra Road for each lot are to be:
 - Bitumen sealed to the property boundary,
 - Formed with a pipe culvert,
 - Designed in accordance with Roads and Maritime Services requirements with adequate sight distances.
 - Constructed to a standard approved by Council's Director of Infrastructure and Regulation or nominee.

Reason: To ensure safe and suitable access to each lot in the proposed subdivision.

BUSHFIRE CONDITIONS

6. The development proposal is to comply with the subdivision layout identified on the drawing titled 'Proposed Subdivision of Lot 4 DP249071 being 1301 Bundarra Rd, Invergowrie NSW 2350' prepared by Croft Surveying & Mapping, referenced 17996-A, sheet 1 of 2 and dated 4th August, 2017.
Reason: To ensure that the development proceeds in the manner proposed by the applicant and approved by Council and to comply with Rural Fire Service conditions of consent.
7. At the issue of subdivision certificate and in perpetuity, the land surrounding the existing dwelling(s) on proposed Lot 1, to a distance of 15 metres, shall be maintained as an inner protection area (IPA) as outlined within section 4.1.3 and Appendix 5 of 'Planning for Bush Fire Protection 2006' and the NSW Rural Fire Service's document 'Standards for asset protection zones'.
Reason: To ensure compliance with NSW Rural Fire Service guide "Planning for Bushfire Protection 2006".
8. Prior to the issue of subdivision certificate the land surrounding the existing dwelling on proposed Lot 1, to a distance of 15 metres, shall be maintained as an inner protection area (IPA).
Reason: To ensure compliance with NSW Rural Fire Service guide "Planning for Bushfire Protection 2006".
9. Any new dwelling to on the proposed lots shall comply with Australian Standard AS3959-2009 'Construction of buildings in bush fire-prone areas' and section A3.7 Addendum Appendix 3 of 'Planning for Bush Fire Protection'.
Reason: To ensure compliance with NSW Rural Fire Service guide "Planning for Bushfire Protection 2006" and 79BA Bushfire Hazard Assessment Report.
10. The Inner Protection Area (IPA) shall be maintained in such a manner that;
 - Minimal fire fuel that could be set alight by bushfire (e.g. long grass, tree branches etc.) is present at ground level,
 - Vegetation does not provide a path for the transfer of fire to the development,
 - Trees are a minimum of 5 metres away from any building, measured from the edge of the foliage to the roof line or any open balconies,
 - Bark chips and the like are not present within 5 metres of any building,
 - Any trees present have a minimum canopy separation of 2 metres, and
 - Any trees present are not species that retain dead material or deposit excessive amounts of ground fuel in a short time.*Reason: To ensure compliance with NSW Rural Fire Service guide "Planning for Bushfire Protection 2006" and 79BA Bushfire Hazard Assessment Report*
11. Trees are to be a minimum of 5 metres away from any building, measured from the edge of the foliage to the roof line or any open balconies.
Reason: To ensure compliance with NSW Rural Fire Service guide "Planning for Bushfire Protection 2006" and 79BA Bushfire Hazard Assessment Report

12. Any alteration to electricity supply shall comply with section 4.1.3 of 'Planning for Bush Fire Protection 2006'.

Reason: To ensure compliance with NSW Rural Fire Service guide "Planning for Bushfire Protection 2006" and to comply with Rural Fire Service conditions of consent.

13. Bark chips and the like are not to be present within 2 metres of any building.

Reason: To ensure compliance with NSW Rural Fire Service guide "Planning for Bushfire Protection 2006" and 79BA Bushfire Hazard Assessment Report.

ADVISORY NOTES - GENERAL

14. The Applicant is solely responsible for ensuring that all additional consents and agreements are obtained from other authorities, as relevant.
15. It is possible that a covenant may affect the land which is the subject of this consent. The grant of this consent does not necessarily override that covenant. You should seek legal advice regarding the effect of any covenants which affect the land.
16. This approval is for the subdivision of the land only. Any further development application for class 1,2 & 3 buildings as identified by the 'Building Code of Australia' must be subject to separate application under section 79BA of the EP & A Act and address the requirements of 'Planning for Bush Fire Protection 2006'.
17. Underground assets may exist in the area that is subject to your application. In the interests of health and safety and in order to protect damage to third party assets please contact Dial before you dig at www.1100.com.au or telephone on 1100 before excavating or erecting structures (This is the law in NSW). If alterations are required to the configuration, size, form or design of the development upon contacting the Dial before You Dig service, an amendment to the development consent (or a new development application) may be necessary. Individuals owe asset owners a duty of care that must be observed when working in the vicinity of plant or assets. It is the individual's responsibility to anticipate and request the nominal location of plant or assets on the relevant property via contacting the Dial before you dig service in advance of any construction or planning activities.
18. Any alteration to the drawings and/or documentation shall be submitted for the approval of Council. Such alterations may require the lodgement of an application to amend the consent under s96 of the Act or a fresh development application. No works other than those approved under this consent shall be carried out without the prior approval of Council.
19. Telecommunications Act 1997 (Commonwealth): Telstra (and its authorized contractors) are the only companies that are permitted to conduct works on Telstra's network and assets. Any person interfering with a facility or installation owned by Telstra is committing an offence under the Criminal Code Act 1995 (Cth) and is liable for prosecution. Furthermore, damage to Telstra's infrastructure may result in interruption to the provision of essential services and significant costs. If you are aware of any works or proposed works which may affect or impact on Telstra's assets in any way, you are required to contact: Telstra's Network Integrity Team on phone number 1800 810 443.

Following debate a DIVISION was called with the result recorded as follows:

FOR: Cr M Pearce, Cr R Bell, Cr K Ward, Cr I Strutt, Cr M Dusting,
Cr B Crouch, Cr L Sampson, Cr N Ledger

AGAINST: nil

ABSENT: Cr T Toomey

27.11/17 CARRIED

Cr T Toomey returned to the meeting at 03:37pm.

Department: Community and Governance
Submitted by: Community Development and Tourism Coordinator
Reference/Subject: Report 13 - Community Grant for Council Fees under S356

OFFICER'S RECOMMENDATION:

That;

- 1. Council give public notice for 28 days of the proposed \$40.00 section 356 donation to Grace Munroe Aged Care Auxiliary.**
- 2. Council, subject to receiving no objections during the 28-day public notice period, contribute \$40.00 in financial assistance to Grace Munroe Aged Care Auxiliary.**

PROCEDURAL MOTION (Crs K Ward / I Strutt)
To move to Committee of the Whole

28.11/17 CARRIED

Councillors held a detailed discussion in committee regarding delegation of donations.

PROCEDURAL MOTION (Crs K Ward / I Strutt)
To resume Standing Orders

29.11/17 CARRIED

The Chair outlined details of the proposed motion determined during discussion in committee.

MOTION (Crs K Ward / I Strutt)

That;

- 1. Council give public notice for 28 days of the proposed \$40.00 section 356 donation, from the budgeted Community Grants Program, to Grace Munroe Aged Care Auxiliary.**
- 2. Council, subject to receiving no objections during the 28-day public notice period, contribute \$40.00 in financial assistance to Grace Munroe Aged Care Auxiliary.**

30.11/17 CARRIED

Cr T Toomey requested that her vote against the motion be recorded.

Department: General Manager's Office
Submitted by: General Manager
Reference/Subject: Report 14 - GM Performance Review Panel

OFFICER'S RECOMMENDATION:

That;

Council determine 'a councillor' (replace with councillor name) will fill the vacancy on the General Manager's Performance Review Panel for the period of Cr I Strutt's tenure as the Deputy Mayor.

PROCEDURAL MOTION (Crs K Ward / T Toomey)
To move to Committee of the Whole

31.11/17 CARRIED

Councillors held a detailed discussion in committee regarding requirements of Review Panel.

PROCEDURAL MOTION (Crs M Dusting / T Toomey)
To resume Standing Orders

32.11/17 CARRIED

The Chair outlined details of the proposed motion determined during discussion in committee.

MOTION (Crs K Ward / M Dusting)

That;

Council determine Councillor R Bell will fill the vacancy on the General Manager's Performance Review Panel for the period of Cr Strutt's tenure as the Deputy Mayor.

33.11/17 CARRIED

Department: Community and Governance
Submitted by: Director Community and Governance
Reference/Subject: Report 15 - 2016-2017 Annual Report

OFFICER'S RECOMMENDATION:

That;

Council adopt the 2016-2017 Annual Report

MOTION (Crs I Strutt / B Crouch)

That;

Council adopt the 2016-2017 Annual Report

34.11/17 CARRIED

Department: General Manager's Office
Submitted by: Senior Executive Officer
Reference/Subject: Report 17 - 2017 Councillor Handbook

OFFICER'S RECOMMENDATION:

That;

The report on the 2017 Councillor Handbook be received and noted.

MOTION (Crs L Sampson / I Strutt)

That;

The report on the 2017 Councillor Handbook be received and noted.

35.11/17 CARRIED

Department: Community and Governance
Submitted by: Community Development and Tourism Coordinator
Director Community and Governance
Reference/Subject: Report 18 - Report of the Visitor Information Centre Improvement Project
Reference Group

OFFICER'S RECOMMENDATION:

That;

Council note and commit to progressing the recommendations provided in this report from the Visitor Information Centre Improvement Project Reference Group by:

- 1. Establishing the necessary approvals, progressing concept designs, establishing estimated implementation costs, and receiving a further a report for:**
 - a. Improving the interior design and exterior visual aspects of the Visitor Information Centre facilities and associated external signage by engaging an appropriate consultant to provide a concept design to:**
 - i. Integrate the current vacant space into the visitor services area;
 - ii. Open up the interior spaces including removal of unnecessary internal walls;
 - iii. Provide flexible interior spaces to accommodate retail, static and "pop-up" promotional displays and activities;
 - iv. Upgrade the kitchen for compliance to operate as fully self-contained, separately secured (with roller-door or similar) and suitable for casual rental for "pop-up" and other operator promotions;
 - v. Improve the appearance of from the street including signage and refresh the exterior;
 - vi. Improve the outside connection at the rear to Porter park and the library.
- 2. Establishing the requirements, options, implementation costs, and receiving a further report for:**
 - a. Better alignment of the Visitor Information Centre offerings with the Shire's tourism assets by engaging an appropriate consultant(s) for:**
 - i. Developing digital materials (displays, mobile technology, website, etc) to complement and enhance paper based materials;
 - ii. Creating digital and physical interactive experiences that showcase the Shire's tourism assets;
 - iii. Establishing and providing flexible, static, mobile and retail displays units, wall hanging systems, and shelving options;
 - iv. Developing a Uralla Shire specific tourist guide and self-drive guides;
 - v. Establishing free WiFi service to the interior and exterior of the Centre;
 - vi. Improving stock control and point of sale systems and technology.
- 3. Establishing the requirements and implementation costs and receiving a further report for:**
 - a. Development of guidelines for producer and operator access to the Visitor Information Centre in consultation with Council's legal advisors as maybe required for:**
 - i. offering products for retail sales and/or static promotional display, and "pop up" promotional activities;
 - ii. casual rental and operation of the self-contained kitchen for "pop-up" and promotional activities.

- b. Realigning visitor information centre operations and resources by engaging appropriate consultants as required to:**
- i. Increase volunteer participation and development (including the mandatory training for Responsible Service of Alcohol) to provide quality visitor services.**
 - ii. Promote Uralla Shire's producers and artisans by:**
 - Retaining Council's liquor license;
 - Selling and promoting local products and produce via static and retail displays;
 - Managing access for "pop up" promotional activities and casual rental and operations of the self- contained kitchen.

PROCEDURAL MOTION (Crs B Crouch / M Dusting)

To move to Committee of the Whole

36.11/17 CARRIED

Councillors held a detailed discussion in committee regarding unknown costs.

PROCEDURAL MOTION (Crs I Strutt / M Dusting)

To resume Standing Orders

37.11/17 CARRIED

The Chair outlined details of the proposed motion determined during discussion in committee.

MOTION (Crs T Toomey / L Sampson)

That;

Council note and commit to progressing the recommendations provided in this report from the Visitor Information Centre Improvement Project Reference Group and receive a timeline and estimated budget for items 1, 2 & 3 below for;

1. Establishing the necessary approvals, progressing concept designs, establishing estimated implementation costs, and receiving a further a report for:
 - b. Improving the interior design and exterior visual aspects of the Visitor Information Centre facilities and associated external signage by engaging an appropriate consultant to provide a concept design to:
 - vii. Integrate the current vacant space into the visitor services area;
 - viii. Open up the interior spaces including removal of unnecessary internal walls;
 - ix. Provide flexible interior spaces to accommodate retail, static and "pop-up" promotional displays and activities;
 - x. Upgrade the kitchen for compliance to operate as fully self-contained, separately secured (with roller-door or similar) and suitable for casual rental for "pop-up" and other operator promotions;
 - xi. Improve the appearance of from the street including signage and refresh the exterior;
 - xii. Improve the outside connection at the rear to Porter park and the library.
2. Establishing the requirements, options, implementation costs, and receiving a further report for:
 - a. Better alignment of the Visitor Information Centre offerings with the Shire's tourism assets by engaging an appropriate consultant(s) for:

- vii. Developing digital materials (displays, mobile technology, website, etc) to complement and enhance paper based materials;
 - viii. Creating digital and physical interactive experiences that showcase the Shire's tourism assets;
 - ix. Establishing and providing flexible, static, mobile and retail displays units, wall hanging systems, and shelving options;
 - x. Developing a Uralla Shire specific tourist guide and self-drive guides;
 - xi. Establishing free WiFi service to the interior and exterior of the Centre;
 - xii. Improving stock control and point of sale systems and technology.
3. Establishing the requirements and implementation costs and receiving a further report for:
- a. Development of guidelines for producer and operator access to the Visitor Information Centre in consultation with Council's legal advisors as maybe required for:
 - iii. offering products for retail sales and/or static promotional display, and "pop up" promotional activities;
 - iv. casual rental and operation of the self-contained kitchen for "pop-up" and promotional activities.
 - b. Realigning visitor information centre operations and resources by engaging appropriate consultants as required to:
 - iii. Increase volunteer participation and development (including the mandatory training for Responsible Service of Alcohol) to provide quality visitor services.
 - iv. Promote Uralla Shire's producers and artisans by:
 - Retaining Council's liquor license;
 - Selling and promoting local products and produce via static and retail displays;
 - Managing access for "pop up" promotional activities and casual rental and operations of the self- contained kitchen.

38.11/17 CARRIED

Department: Corporate Services
Submitted by: Payroll-Revenue Coordinator
Reference/Subject: Report 19 – Uralla Historical Society Rates

OFFICER'S RECOMMENDATION:

That;

Council:

1. **Determine whether to provide financial assistance in accordance with s356 of the Local Government Act to the Uralla Historical Society as follows:**
 - a. **Give public notice for 28 days of the proposed \$1,460.00 s356 donation to the Uralla Historical Society.**
 - b. **Subject to receiving no objection during the 28-day public notice period, contribute \$1,460.00 in financial assistance to the Uralla Historical Society.**
2. **Provide recurring section 356 financial assistance, in future annual budgets, to Uralla Historical Society to the value of their annual rates, charges, and environment levies for the property located at 31 Salisbury Street, Uralla.**

PROCEDURAL MOTION (Crs M Dusting / I Strutt)
To move to Committee of the Whole

39.11/17 CARRIED

Councillors held a detailed discussion in committee regarding laying it on the table.

PROCEDURAL MOTION (Crs I Strutt / L Sampson)
To resume Standing Orders

40.11/17 CARRIED

The Chair outlined details of the proposed motion determined during discussion in committee.

MOTION (Crs R Bell / M Dusting)

That Council lay the report on the table, pending further information.

41.11/17 CARRIED

Department: General Manager's Office
Submitted by: Senior Executive Officer
Reference/Subject: Report 20 - St Joseph's Catholic School, Uralla, Before and After Hours School Care Service

OFFICER'S RECOMMENDATION:

That;

Council receive and note the report and attached correspondence regarding the proposed 'St Joseph's Catholic School, Before and After Hours School Care Service';

PROCEDURAL MOTION (Crs K Ward / I Strutt)
To move to Committee of the Whole

42.11/17 CARRIED

Councillors held a detailed discussion in committee regarding the history of the matter.

PROCEDURAL MOTION (Crs R Bell / M Dusting)
To resume Standing Orders

43.11/17 CARRIED

The Chair outlined details of the proposed motion determined during discussion in committee.

Cr L Sampson left the room at 5.06pm.

MOTION (Crs R Bell / B Crouch)

That;

Council commends the schools for progressing the Before & After Hours School Care Service and encourages St Joseph's continued liaison with Transport for NSW, Department of Education and school bus providers to finalise transportation arrangements for this valued community service.

44.11/17 CARRIED

Cr L Sampson was absent during voting.

Department: General Manager
Submitted by: General Manager
Reference/Subject: Report 21 - New England Weeds Authority

OFFICER'S RECOMMENDATION:

That;

The New England Weeds Authority Annual Report be received and noted.

MOTION (Crs M Dusting / B Crouch)

That;

The New England Weeds Authority Annual Report be received and noted.

45.11/17 CARRIED

Cr L Sampson returned to the meeting at 05:08pm.

17. MOTIONS ON NOTICE

Submitted by: Cr Tara Toomey
Reference/Subject: Uralla Swimming Pool

NOTICE of MOTION

That;

Council set the fee for the Uralla Swimming Pool for 2017/2018 season to \$2 for children and \$3 for adults and that any increase in fee in the future be tied to maintenance and improvements including but not limited to:

- **General maintenance including repairing peeling paint**
- **Seeking expressions of interest for street art on the exterior and/or interior**
- **Erection of additional shade and seating**
- **Other improvements as made possible by State Government funding and other grants that may become available and as requested by the community**

Additionally that the sliding scale of discounted ticket books be offered at a rate of 20% for a book of 10, 30% for a book of 20 and 40% for a book of 50, off the entry price.

PROCEDURAL MOTION (Crs B Crouch / M Dusting)

To move to Committee of the Whole

46.11/17 CARRIED

Councillors held a detailed discussion in committee regarding the pool.

PROCEDURAL MOTION (Crs B Crouch / I Strutt)

To resume Standing Orders

47.11/17 CARRIED

The Chair outlined details of the proposed motion determined during discussion in committee.

MOTION (Crs T Toomey / K Ward)

That;

1. Council set the fee for the Uralla Swimming Pool for 2017/2018 season to \$2 for children and \$3 for adults, additionally that the sliding scale of discounted ticket books be offered at a rate of 20% for a book of 10, 30% for a book of 20 and 40% for a book of 50, off the entry price and place on public exhibition for 28 days.
2. Council adopt the new swimming pool entry fees for children at \$2 and adults at \$3, additionally that the sliding scale of discounted ticket books be offered at a rate of 20% for a book of 10, 30% for a book of 20 and 40% for a book of 50, off the entry price and place on public exhibition for 28 days, subject to no objections or unsupportive submissions being received during the public exhibition period.
3. Maintenance and repair funding be considered for 2018/19 budget preparation.
4. Seeking expressions of interest for street art on the exterior and/or interior.

48.11/17 CARRIED

16. LATE REPORTS TO COUNCIL

Department: Finance
Submitted by: Chief Financial Officer
Reference/Subject: Report 1 LATE REPORT
2017/18 – 1st Quarter Budget Review Statements

OFFICER'S RECOMMENDATION:

That;

1. The first quarter budget review summary for the 2017/18 financial year be received and noted; and
2. The adjustments to budget allocations, including transfers to and from reserves, be adopted;
3. Expenditure to be revoted from 2016/17 be adopted;

PROCEDURAL MOTION (Crs K Ward / B Crouch)

To move to Committee of the Whole

49.11/17 CARRIED

Councillors held a detailed discussion in committee regarding the QBRs1

PROCEDURAL MOTION (Crs I Strutt / T Toomey)

To resume Standing Orders

50.11/17 CARRIED

The Chair outlined details of the proposed motion determined during discussion in committee.

MOTION (Crs R Bell / I Strutt)

That;

1. The first quarter budget review summary for the 2017/18 financial year be received and noted; and
2. The adjustments to budget allocations, including transfers to and from reserves, be adopted;
3. Expenditure to be revoted from 2016/17 be adopted;

51.11/17 CARRIED

18. SCHEDULE OF COUNCIL RESOLUTIONS

Schedule of Action Items as at:

24 November 2017

Councillors undertook a review of the Schedule of Action Items.

19. RESPONSES TO QUESTIONS FROM PREVIOUS MEETING

Questions from 24 October 2017 Ordinary Meeting of Council

Cr R Bell

1. Please invite Ms. Lauren Zell, Regional Clean Energy Coordinator, Office of Environment and Heritage to address Council.

Ms Lauren Zell addressed council at the Councillor Strategic Workshop on 14/10/2017

2. Are Wind and/ or Solar Development permitted in our rural area?
Yes

3. Will any Wind and / or Solar Development affect the property rating of the properties on which the development occurs?

This is a matter for the Valuer General in the first instance.

20. QUESTIONS FOR NEXT MEETING

Questions for 19 December 2017 Ordinary Meeting of Council

Cr R Bell

Cr R Bell raised the following question at the 28 November meeting of Council:-

1. Can Council receive a report on the cost and benefit implications of the Crowns Lands Management Act.

Response: *The General Manager took this on notice to be answered at a future meeting.*

21. CONFIDENTIAL BUSINESS

PROCEDURAL MOTION (Crs M Dusting / B Crouch)

To move into Closed Session of Council

That;

Council move into closed session and close the meeting to members of the public and press for the following reasons:-

The matters referred to the Closed Session of the 28 November 2017 meeting are received by Council under Section 10A (2 b) of the Local Government Act (NSW) 1993.

A council, or a committee of the council of which all the members are councillors, may close to the public so much of its meeting as comprises:

- (a) The discussion of any of the matters listed in subclause (2), or
- (b) The receipt or discussion of any of the information so listed.

(2) The matters and information are the following:

- (b) The personal hardship of any resident or ratepayer.

52.11/17 **CARRIED**

REPORTS TO CLOSED SESSION

Department:	Department of Infrastructure and Planning
Submitted by:	Manager Waste, Water and Sewer Services
Reference/Subject:	Report 1 – Confidential - Request for relief from water charges as per Water and Sewer Charges Refund Policy

MOTION (Crs R Bell / I Strutt)

That;

As per the Water and Sewer Charges Refund Policy, Council grant relief from water charges and associated interest for assessment number for property identified in the report from \$3,356.05 to \$507.30, for the reason of Exceptional Financial Circumstances.

53.11/17 **CARRIED**

Department:	Department of Infrastructure and Planning
Submitted by:	Manager Waste, Water and Sewer Services
Reference/Subject:	Report 2 - Request for relief from water charges as per Water and Sewer Charges Refund Policy

MOTION (Crs R Bell / T Toomey)

That;

As per the Water and Sewer Charges Refund Policy, Council grant relief from water charges and associated interest for the assessment number for the property identified in the report, from \$3,330.00

to \$464.55, for the reason of Exceptional Financial Circumstances.

54.11/17 CARRIED
MOVE TO OPEN SESSION

PROCEDURAL MOTION (Crs M Dusting / I Strutt)

To return to Open Session of Council

That;

Council move back to Open Session

55.11/17 CARRIED

PROCEDURAL MOTION (Crs M Dusting / I Strutt)

To adopt the resolution of Council in closed session in open session

That;

The resolutions of council in closed session become resolutions in the open session.

56.11/17 CARRIED

CLOSURE OF MEETING

The meeting was closed at:

06:01pm

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

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

12. PRESENTATIONS

Adam Blakestaff & Kevin Hartley

Earth Funerals

13. DEPUTATIONS

There are no Deputations registered for the Meeting.

14. WRITTEN REPORTS FROM DELEGATES

To be received at the Meeting.

15. MAYORAL MINUTE



MAYORAL MINUTE

19 December 2017

MAYORAL MINUTE

Local Government NSW Annual Conference held in Sydney

Monday 4 December to Wednesday 6 December.

I attended this year's Conference with our General Manager.

This year's Conference was the focal point of the Local Government year and the main policy setting forum for the sector.

NSW Councils employ over 45,000 staff and spend approx. \$10 Billion annually.

There is a growing realisation that Local Government is about a great deal more than simply roads, rates and rubbish.

Voting for this year's LGNSW Board President, Vice President, Treasurer and Directors also took place during the Conference.

TUESDAY 5 DECEMBER.

LGNSW President, Cr Keith Rhoades introduced the current Acting Premier, Deputy Premier – the Hon John BARILARO.

Deputy Premier Barilaro acknowledged the Welcome to Country and traditional custodians of the land.

Acknowledged the LGNSW President, Keith Rhoades.

Spoke on his early days as a Councillor on Local Government.

Local Government – connection to local people.

NSW economy is the engine room of NSW and Australia.

NSW budget is running in the black – with surplus.

Government investment in roads, rail, hospitals, schools.

Not just City -v- Country investments.

Spoke on the Sporting stadiums, built for the 2000 Olympics – need for upgrading.

Regional Growth funds.

Stronger Country Communities fund.

State Government working side by side with Local Government.

Maintain viability in our towns and cities.

Mobile phone blackspot funding – importance of telecommunication.

184 new phone towers across NSW.

Local Government – finding local solutions.

\$50 M Culture and Arts funding as part of Regional Growth fund.

Spoke on future road and rail funding.

Creating jobs to benefit Community economies.

Last few years have been bumpy for Local Government.

We need stability for the sector.

Mentioned new legislation coming and planning.

We, the Government might not always get it right.

We need to work together with Local Government.

Local Government Constitution – recognition, we need to put this back on the agenda.

The importance of Local Government recognition – may bring better access to funds through the Federal level.

Local Government – important at grass roots level for Communities.

State Government want NSW to be a vibrant place to work and live.

Regional NSW – we want your people to stay and work in towns.

We don't want them to move away – need for more employment opportunities.

Importance of education, both tertiary and non-tertiary.

The Deputy Premier then took questions relating to -:

Library funding, Growth in the state, Vocational education and training and current rating system.

LGNSW President, Keith Rhoades.

State Government must work with Local Government.

Local Government is ready to play our part on behalf of our Communities.

There are opportunities for success.

Issues on housing – need for affordable housing.

Need for better Planning reform.

Utilise the local knowledge of Local Government.

Number of issues in the Business paper relating to Planning issues.

Importance of voting on motions in the Business paper.

Need for patience and respect during debate on motions.

There are some 87 motions for this conference (compared to 57 for last year)

Local Government Act review.

Container Deposit Scheme – CDS.

Spoke on the importance and value of LGNSW.

Local Government capability framework.

Governance on principals – LGNSW assisting Local Government.

Model Code of Conduct draft – confusing and petty – to say the least.

State Government should be more accountable.

Minister for Local Government – Gabrielle UPTON.

(The conference was informed prior to the Minister's address that she would not be taking any questions)

She stated what a pleasure it was to address the conference.

She said that she heard there was good, rigorous debate during the motions in the Business papers.

She acknowledged the LGNSW President's work during the past 2 years.

Local Government is a critical part of the NSW economy.

Local Government providing important services across NSW.

Local Government – heart of local Communities.

Local Government – improve local Communities.

Local Government - do their very best for Communities.

A strong future needs strong Councils.

Future Councils need to connect and inspire Communities.

Councils serving their Communities.

Need to enhance relationships between State and Local Government.

I CAN TELL YOU ALL THIS AND SAY – THERE WILL BE NO FORCED COUNCIL MERGERS.....

Our Government has new initiatives – we are committed to support Local Government.

Spoke on newly elected Councillors across NSW.

It is a challenge for Councillors in Local Government.

Integrity reforms – spoke on recent North Sydney Council inquiry – public cost of \$500,000 to ratepayers and the former Auburn Council – Deputy Mayor.

Office of Local Government (OLG) – new draft of Model Code of Conduct – strong integrity conditions – ethical behaviour – Work, Health, Safety – Bullying – use of Social media – reporting of gifts.

These measures will provide protection for Councillors doing the right thing.

Submissions on this draft closed yesterday.

Hoping the policy will be out in early 2018.

Local Government will then have 6 months to review and comment.

Release draft of Code of Meeting practice.

Orderly, effective Council meetings.

Transparency on decision making process.

Pre-meeting briefings on Business papers.

WEB-Casting of all Ordinary Council meetings.

Mandatory WEB-Casting – in real time.

Mandatory provisions.

Mandatory best practice.

Promote better consistency across the board.

This draft on consultation till March 2018.

Councils will, again have 6 months to review and comment.

Induction – training for Councillors.

Maintain knowledge and the roles they play.

Development training.

Reports on websites re Councillors attendance.

Government and Local Government have worked together on a number of Community Infrastructure projects.

Examples – projects in Manly, Parramatta, Inner West, Mid Coast and Murray River Councils.

Good to see financial improvements of Councils.

Infrastructure backlogs are being reduced.

Ensure that ratepayer dollars are being served in the best possible way.

Auditor General – Audit Office – report to Government in early 2018 – report includes – service delivery and fraud matters.

TCORP financial opportunities being taken up by a number of Councils.

Investment in projects for the betterment of Communities.

Small number of Councils need to reach the benchmark to apply for TCORP loans.

OLG will continue to work with Local Government.

Leadership, Governance, Service delivery.

The key of collaboration – working together.

Strength in collaboration – working together.

New Container Deposit Scheme – CDS – Return and earn.

Good example of State Government working with Local Government.

Collaboration between Local Government.

Joint Organisations (JO) establishment.

Joint Organisations – better planning, transform the way forward, implementation of planning.

94 Councils can, voluntarily join JO's.

Spoke on the criteria of JO's, funding for JO's.

Planning outcome for JO's – taken 3 years.

Independent Local Government Review Panel (ILGRP) inquiry – took thoughts, ideas, comments, suggestions.

5 Pilot JO's – feedback from same.

Infrastructure improvements.

Joint Organisations – better seat for talking to Government.

Joint Organisations – better access for opportunities.

Joint Organisations – from July 2018 – minimum 3 member Councils.

Finances for JO's to be determined in March 2018.

Thank you for listening to me this afternoon.

Thank you for the opportunity to speak here today.

WEDNESDAY 6 DECEMBER.

The Hon Peter PRIMROSE MLC – Shadow Minister for Local Government.

Appreciated the opportunity to speak today.

Spoke on his past role as a Councillor or then known as Alderman on Campbelltown City Council.

Forced Council mergers – what a stupid idea.

The secret KPMG report, still waiting for his official copy of same.

Government is resisting to release this report.

We (Labour) do not trust this current Government.

NSW Labour – binding platform to oppose mergers – now and into the future.

NSW Labour oppose forced mergers.

NSW Labour oppose forced de-mergers.

NSW Labour are looking at Queensland models re same.

Joint Organisations – we, Labour took a bipartisan view to agree.

Joint Organisations – in both City-Metro and Country.

NSW Labour want Joint Organisations to be a decision made by you and not told by the current Government.

NSW Labour want Joint Organisations to work.

Independent Hearing and Assessment Panels (IHAP) planning panels.

Current Government ran this bill through both houses in 1 day leaving us with little time to comment on it. We did however have some amendments, thankfully – but we still believe that it was too rushed.

NSW Labour does not wish to retain this bill when we are in Government.

NSW Labour are committed to having a much better planning bill.

Office of Local Government (OLG) is now known as the ‘cupboard’ of Local Government, their staff have been stripped.

IPART review on rating system for Local Government.

Rate pegging – big issue for Local Government.

Rate pegging – is a legacy for the current Government.

Merged Councils – the cost is way above the funding provided by the current Government.

\$2.5 Billion to knock down 2 x sports stadiums in Sydney – just ridiculous.

NSW Libraries – lack of funding.

Current Government priorities – are just all wrong.

NSW Labour believes in Constitutional recognition of Local Government.

NSW Labour wants to get this moving with the Federal Government.

Cost shifting to Councils costs over \$680 M per year.

Need for transparent budget statements, to reduce cost shifting.

You run your Local Councils, not Macquarie Street, remember that.

Thank you for listening to me today.

VIDEO Message from Dr Jonathon Carr-West, Chief Executive, Local Government Information Unit, UK.

Spoke on transformation.

Local Government acts like a network.

Why does Local Government need to change.

Local Government – representative for the Community.

Demands on Local Government in England.

Health issues – major issue/problem in UK.

Performance Management.

Demand Management.

Collaborative engagement – Community, Local Government, Government agencies.

Local Government – Convenor, Mediator, Problem solver.

Central Government UK – similar to our State Government.

Complexity of social and Government structures and Agencies.

Local Government is more a network than an institution.

Participation dialogue – engagement.

Need to build trust is the change we need.

Carolyn McNally – Secretary of the Department of Planning and Environment – on Housing affordability and partnerships with Councils.

Acknowledged all Mayors and Councillors.

Focus – need for trust within the Community.

Planning issues can be complex.

Customers have told her that planning is like a big black box – nothing happens and it takes forever to get things done.

Focus on design – consult with the Community.

Communication – with the Community.

Surveys – important feedback.

During past 12 months there have been 219 planning projects, creating 38,000 jobs – valued at \$18.8 Billion.

71,981 new houses built in last 12 months.

Policy – 9 Strategic Regional plans covering the State. Plan now for the next 20 years.

On-line planning portal – more available data.

Changes to the EPA Act. Large number of submissions received, biggest overhaul in 31 years.

EPA Act recognises the critical role that Local Government plays.

LEP – tool to deliver to the Community with Council plans.

Housing Affordability package.

IHAP – Independent Housing Assessment panels.

Housing – delivery of better infrastructure.

Re-zoning – Development Application time frames.

Extra 50 staff now employed to assist with DA's.

Planned roadshow visits/tour in 2018 to speak to Councils. Already commenced and looking forward to next year.

Planning – Community consultation.

During past 12 months, Planning Department attended 150 Community events and spoken to over 7000 residents.

2018 – will be a busy time for us.

We want your feedback, we want to work with you.

The Hon Melinda PAVEY, Minister for Roads, Maritime and Freight.

Acknowledged the work of Local Government.

Stated – You are important, you work long hours – for sometimes little in return.

Relationships – Government, Local Government and JO's.

Resolving issues and finding solutions.

JO legislation – benefits and opportunities.

We are all getting out there, fixing road infrastructure.

Working in partnerships with Councils, other agencies, communication and flexibility.

Block grants.

Relationships – not the master and servant model – need to work side by side.

Funding - \$1.8 Billion to maintain transport assets.

Fixing Country roads and Rail – over \$200M to date.

We are improving freight transport networks across the State.

Improving boating issues.

Process for funding – we understand it can be a challenge for you, we know. We aim to change some of that.

Road safety issues -: two-thirds of fatal accidents occur on – Regional, Country, Local Government roads.

We need to work together, we all need to identify issues, blackspots.

Current trials of autonomous transport happening now and into next year.

Projects include -: West Connex project, Sydney, Rail freight to Port Botany (reduces heavy vehicles on the road network)

\$11.4 Billion Pacific Highway project.

Draft – Future Transport Strategy – 2056.

Draft – Freight Transport Strategy. We will know more regarding these in March/April next year.

Stuart Reeve – Managing Director, Micromex Research and Consulting – on Community perceptions of Local Government.

Local Government - research on Community perception.

Local Government – where we are now. What are the Community needs. How do we meet the Community needs.

3 key images of Local Government –

Responsiveness

Competence

Listening.

Community view on Local Government -:

Satisfaction

Image

Trust

Vision

Service and delivery.

SMALL/MEDIUM size Councils -:

Employment and the economy.

Road maintenance.

Access to quality services.

LARGE size Councils -:

Road maintenance.

Infrastructure meets population growth.

Over development.

The act of engagement improves Community satisfaction.

Community engagement – participation and consultation.

Managing planning.

Condition of local areas, as in parks, footpaths etc.

Roads and traffic.

PANEL SESSION –

**Dianna Watkins – Group Director Policy Legislation Performance and Consultation,
Biosecurity and Food Safety, Department of Primary Industries.**

Spoke on – What is Biosecurity – simply is the impact by pests and disease on the environment.

Critical part of the Government's effort to prevent, respond to and recover from pests and disease that threaten the economy and environment.

Example – white spot prawn disease.

Need to spread information throughout the Community, make them aware.

Issues like evasive weeds in local Communities.

Impact on local property and Communities.

Department of Primary Industries – role in Biosecurity.

Role of Local Government with Land use Management and Planning.

Regulation and compliance in Biosecurity and food safety.

Education and advice.

Partnerships with all involved agencies.

Phoebe Ashe – Unit Head, Container Deposit Scheme Implementation Team, NSW Environment Protection Authority.

Container Deposit Scheme (CDS) commenced last Friday and already – 1.2M containers have been collected.

Why a Container Deposit Scheme (CDS)

4.2 billion containers were consumed in NSW during 2014/2015.

Nearly 160 million containers littered NSW in 2014/2015

Containers made up 49 % of volume of the litter in NSW in 2015/2016.

Strong Evidence Policy -:

CDS operating in close to 40 jurisdictions, including South Australia and Northern Territory.

To implement a NSW CDS by July, 2017 (revised to 1 December 2017)

Premier's Priority -:

Reduce the volume of litter in NSW by 40 % by 2020.

Strong Support -:

11,700 submissions – 95 % in favour of CDS.

Strong bipartisan support in Parliament.

Scheme Overview.

The refunded and returned beverage containers will encourage consumers to return their used containers, instead of littering them, and encourage people to pick up littered containers for redemption.

Over the next 20 years, it is expected that there will be 1.6 billion fewer containers littered.

Almost 11 billion fewer containers ending up in landfill, 12.6 billion more beverage containers being recycled.

Collection Points.

Generally, the network operators need to establish at least one collection point.

In remote towns with more than 500 people.

In regional towns with more than 1000 people.

In major cities for every 20,000 people.

An additional collection point is required in remote and regional towns if population is above 20,000 people. A further collection point is then required for each additional 20,000 people in the town.

Educating the Community

Public awareness of Return and Earn is key for the success of the scheme.

Customers need to understand which containers are eligible and where the nearest collection point is.

EPA has provided a package for each Council, containing key messaging about the scheme and a link to an interactive website showing the location of collection points and their opening hours. Many Councils have already uploaded this information.

The Return and Earn website is targeted at Community groups, beverage suppliers, retailers, Councils and the public.

Planning Approvals for CDS Infrastructure.

The EPA worked alongside the Department of Planning and Environment to make changes in the State Environment Planning Policy (Exempt and Complying Codes) 2005.

Amendments were made to the SEPP to classify low impact collection points as exempt or complying development.

To accompany SEPP, the EPA developed a Design Guide which sets out proposed design criteria to ensure the collection points do not usually impact on nominated locations.

There are currently 262 collection point sites across NSW at the moment with a total 600 planned.

This is a massive logistical project to undertake.

Dr Tom Celebrezza, Director Biodiversity Policy, Office of Environment and Heritage.

Spoke about Land Management and Biodiversity Conservation reforms.

Simplifying Land Management under Local Land Services Act.

Biodiversity Offset Scheme (BOS)

Biodiversity Conservation Act.

Local Land Services Amendment Act.

State Environmental Planning Policy (Vegetation SEPP)

Private land conservation.

Native plants and animals.

Biodiversity Conservation Act 2016 -:

The purpose of this Act is to maintain a healthy, productive and resilient environment for the greater wellbeing of the Community, now and into the future, consistent with the principles of ecologically sustainable development.

Amendments to the Environmental Planning and Assessment regulations.

Savings and transitional arrangements.

Development Applications.

Major projects.

Biodiversity certifications.

Annabel Crabb – Journalist and Presenter.

Chaos in Canberra.

Spoke about a tongue in cheek look at Canberra.

More Federal members stood down today with the Citizenship saga.

Confusion and distrust in our Federal law makers.

Voter confidence has halved over the past 10 years.

Communities have lost faith in Federal members.

6 Prime Ministers over past 10 years.

Constant turnover of Federal Leadership.

Change in Media – 24 hour news services, social media.

16. REPORTS TO COUNCIL



REPORT TO COUNCIL

Department:	Organisational Services - Finance
Submitted by:	<i>Chief Financial Officer</i>
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.
Activity:	4.2.2.1 Maintain and control financial system and improve long-term sustainability
Action:	Maintain cash flow and maximise return on investment within risk parameters provided by the Office of Local Government

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 30 November, 2017 consisting of cash and overnight funds of \$2,320,022, term deposits of \$12,450,000 totalling \$14,770,022 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 \$12,450,000 spread over the next twelve months will receive a range of interest from 2.35% to 3.12% with an average rate of 2.58%. 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 30 November, 2017.

KEY ISSUES:

Interest rates have remained unchanged over the past month. The outlook for any increase in interest rates remains low with inflation now below the RBA target. With a sustained lower dollar, pundits are now predicting a rate increase in late 2018. These low rates will continue to result in reduced investment returns over the coming year.

COUNCIL

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:	Council's Investments as 30 November, 2017 Diary of Investment Maturity Dates and Amounts

Uralla Shire Council			
Investments at 30 November, 2017			
Cash at Bank – Operating Accounts:			
Institution	Account	Bank Statement	
National Australia Bank	Main Account	\$327,597.69	
National Australia Bank	Trust Account	\$31,296.33	
Community Mutual	Bundarra RTC	\$24,393.94	
Total		\$383,287.96	
Business Investment (Cash Management) Account			
Institution	Interest rate	Balance	
National Australia Bank	0.01%	\$0.00	
Professional Funds	0.15% above RBA cash rate	\$1,936,733.84	
Total		\$1,936,733.84	
Term Deposits:			
Institution	Interest rate	Maturity	Balance
Westpac Banking Corporation	3.12%	24/01/2018	\$600,000.00
National Australia Bank	2.43%	26/02/2018	\$1,000,000.00
National Australia Bank	2.50%	28/02/2018	\$600,000.00
National Australia Bank	2.50%	7/03/2018	\$500,000.00
Bank of Queensland	2.55%	12/03/2018	\$800,000.00
Commonwealth Bank	2.51%	15/01/2018	\$700,000.00
National Australia Bank	2.50%	9/04/2018	\$500,000.00
Bank of Queensland	2.60%	9/04/2018	\$500,000.00
National Australia Bank	2.50%	17/04/2018	\$500,000.00
Commonwealth Bank	2.61%	4/05/2018	\$600,000.00
ANZ	2.35%	17/05/2018	\$300,000.00
Bank of Queensland	2.55%	12/06/2018	\$800,000.00
Commonwealth Bank	2.53%	6/07/2018	\$500,000.00
Westpac Banking Corporation	2.75%	24/07/2018	\$1,000,000.00
Commonwealth Bank	2.55%	29/08/2018	\$800,000.00
ANZ	2.45%	10/10/2018	\$400,000.00
Westpac Banking Corporation	2.74%	18/10/2018	\$1,300,000.00
Commonwealth Bank	2.54%	20/11/2018	\$250,000.00
ANZ	2.45%	26/11/2018	\$800,000.00
Total			\$12,450,000.00

Loans:		
Loan no.	Purpose	Balance
165	MGH Property	\$56,807.40
167	Rear Service Lane Land	\$2,687.89
168	Community Centre	\$45,379.46
176	Library Extensions	\$219,516.95
177	Grace Munro Centre	\$175,634.79
181	Creative Village Works	\$10,917.86
185	Public Toilets Alma Park	\$11,955.73
186	Public Toilets Pioneer Park	\$18,460.21
187	Undergrounding Power and Mainstreet Upgrade	\$166,102.03
188	Paving and Power Undergrounding	\$40,085.94
189	Bridge Construction	\$229,630.78
190	Bridge construction & industrial land development	\$1,775,202.93
Total		\$2,752,381.97



REPORT TO COUNCIL

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

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	2.3	A safe and efficient network of arterial roads and supporting infrastructure; and town streets, footpaths and cycleways that are adequate, interconnected and maintained
Strategy:	2.3.1	Provide an effective road network that balances asset conditions with available resources and asset utilisation
Activity:	2.3.1.1	Deliver road and drainage maintenance services and capital works programs

SUMMARY:

The purpose of this report is to inform Council of the works that have been completed or progressed for the previous month, and works being undertaken in the current month.

OFFICER'S RECOMMENDATION:

That;

The report be received and noted for the works completed or progressed during November 2017, and works programmed for December 2017.

BACKGROUND:

Council is kept informed on the progress of maintenance and construction works within the Shire.

REPORT:

A. Works Undertaken in November 2017

1. Main Road Maintenance
MR73 Thunderbolts Way Slashing, general maintenance
MR124 Bundarra Road Slashing, general maintenance
MR132 Barraba Road Maintenance
2. Sealed Roads Maintenance
Uralla Streets Patching, Slashing
Bundarra Town Area Patching, Slashing
Kentucky/Wollun Area Patching, Slashing
Sealed Rural Roads Patching, Slashing

- | | | |
|----|---|--|
| 3. | Unsealed Roads Maintenance
Grading
Baldersleigh Road
Laura Homestead Road
Bendemeer Road
Warrabah Road
Box Forest Road
Old Wollun Road
Traceys Road
Traceys Loop Road
Brechts Lane
Plug Lane
Glenroy Road
Mabbotts Lane
Jobsons Lane
Westvale Road
Warrembah Road
Munsies Road | Completed grading
Graded
Graded
Graded
Graded
Graded
Graded
Graded
Graded
Graded
Graded
Graded
Graded
Graded
Graded
Graded
Graded |
| 4. | Construction
Tulong Road
Saumarez War Services Road

Mihi Creek Bridge Enmore Road | Continued construction
Construction delayed waiting for electricity stay pole installation
Contractor has removed timber superstructure and commenced placing precast concrete units |
| 5. | Bridge / Sign
Uralla

Main and Rural Roads | Commenced Maitland Street shared footpath from Salisbury Street to Park Street
Sign maintenance, bridge maintenance |
| 6. | Town Area
Uralla | Park maintenance, Recreational area maintenance, Cemetery maintenance
Sporting Field maintenance |

B. Works to be continued/undertaken in December 2017

- | | | |
|----|--|---|
| 1. | Main Road Maintenance
Bitumen patching
Guide posting
Sign maintenance | |
| 2. | Sealed Roads Maintenance
Bitumen patching
Guide posting | |
| 3. | Unsealed Roads Maintenance
Balala, Retreat and Bundarra areas | |
| 4. | Bridge/Sign
Uralla | Maitland Street shared footpath
Bridge maintenance works |

- | | | |
|----|----------------------------------|---|
| 5. | Construction
Mihi Bridge | Contractor to install precast units. Council to have open for single lane traffic |
| | Munsie Bridge | Contractor to continue casting deck panels. Site works planned to commence 8 January 2018 |
| | Tulong Road | Continue construction and bitumen seal |
| 6. | Town Area
Routine maintenance | |

KEY ISSUES:

Nil

COUNCIL IMPLICATIONS:

1. Community Engagement/ Communication (per engagement strategy)

Nil

2. Policy and Regulation

Nil

3. Financial (LTFP)

In accordance with budget

4. Asset Management (AMS)

In accordance with Asset Management Plan

5. Workforce (WMS)

Council staff and contractors

6. Legal and Risk Management

Maintaining Council assets to minimise legal and risk exposure.

7. Performance Measures

Works completed to appropriate standards

8. Project Management

Works Manager and Overseer

Prepared by staff member:	Alan Harvey - Works Manager
Approved/Reviewed by Manager:	Director Infrastructure & Regulation
Department:	Infrastructure & Regulation
Attachments:	Works Program

Uralla Shire Council
Council Business Paper - 19 December 2017

Capital Works Program 1 Decemberr 2017

ID	Task Mode	Task Name	Text1	Cost	Estimate	Capital Works Program 1 Decemberr 2017											
						July	August	September	October	November	December	January	February	March	April	May	June
1		Upgrades		\$600,876.00	\$2,490,000.00	[Timeline bar from July to September]											
2		Jacksons Road	Completed	\$161,934.00	\$150,000.00	[Timeline bar from August to September]											
13		Munsie Bridge	Bridge closure deferred until 8 January 2018	\$85,775.00	\$800,000.00	[Timeline bar from July to May]											
30		Saumarez War services Road	Delayed pending relocation of power pole stay conflicting with traffic lane	\$18,773.00	\$150,000.00	[Timeline bar from October to February]											
42		Mihi Bridge	Closed to traffic.	\$201,012.00	\$520,000.00	[Timeline bar from July to February]											
55		Tulong Road	Under construction	\$129,189.00	\$200,000.00	[Timeline bar from October to January]											
66		Eastern Avenue	Design underway	\$2,479.00	\$320,000.00	[Timeline bar from June to September]											
77		Bundarra Road - Barloo road	Design underway	\$1,714.00	\$350,000.00	[Timeline bar from February to May]											
89																	
90		Footpaths		\$43,628.00	\$87,160.00	[Timeline bar from September to November]											
91		Liberty Swing path	Completed	\$4,353.00	\$5,560.00	[Timeline bar from October to November]											
94		Shared path Maitland Street 200m	Under construction	\$12,385.00	\$56,000.00	[Timeline bar from November to December]											
100		Bundarra 110m	Completed	\$26,890.00	\$25,600.00	[Timeline bar from September to October]											
105																	
106		Stormwater		\$45,000.00	\$45,000.00	[Timeline bar from March to April]											
107		Rowan Avenue Stormwater	Design pending	\$45,000.00	\$45,000.00	[Timeline bar from March to April]											
117																	
118		Sports Complex	Anticipated completion prior to Xmas	\$251,098.00	\$280,000.00	[Timeline bar from August to November]											

Project: Works Program 1718 30N
Date: Tue 12/12/17

Task	Summary	External Milestone	Inactive Summary	Manual Summary Rollup	Finish only	Progress
Split	Project Summary	Inactive Task	Manual Task	Manual Summary	Deadline	Progress
Milestone	External Tasks	Inactive Milestone	Duration only	Start only	Progress	Progress



REPORT TO COUNCIL

Department:	Infrastructure & Regulation
Submitted by:	Director of Infrastructure & Regulation
Reference/Subject::	Report 3 - Development Approvals and Refusals for November 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
Activity:	2.1.4.1	Process building and development applications
Action:	2.1.4.1.1	Assess and determine development, construction, and other regulatory applications

SUMMARY:

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

For information purposes a summary of the development values is provided from January 2008 until the end of November 2017. Similarly, a summary of the number of dwellings approved within the local government area from 1 January 2008 until the end of November 2017 is provided.

OFFICER'S RECOMMENDATION:

That;

Council receive and note the development approvals and refusals for November 2017.

REPORT:

Development Applications

Approvals:

Development Application Number	Applicant	Property	Development
DA-25-2017	Mr M Smith & Ms L Ducat	4 Rocklea Road, Invergowrie	Staged 4 Lot Subdivision & Dwelling Under Clause 4.6
DA-48-2017	Mr S Lovick	168 Kalinda Road, Invergowrie	Relocated Secondary Dwelling
DA-50-2017	Mr R & Mrs S Andersen	1301 Bundarra Road, Invergowrie	2 Lot Subdivision
DA-52-2017	Mr R & Mrs J Blair	166 Kingstown Road, Uralla	5 Bay Shed
DA-56-2017	Ms M Turner	154 Bridge Street, Uralla	2 Lot Subdivision
DA-59-2017	Mr M & Mrs B Baker	40 Plane Avenue, Uralla	Dwelling & Shed
DA-63-2017	Ms K Jackson	63 Rowan Avenue, Uralla	Shipping Container
Monthly Estimated Value of Approvals: \$588,500.00			

Refusals: Nil

DAs Withdrawn: Nil

Comparison to November 2016:

November 2016:	\$19,200.00	November 2017:	\$588,500.00
Year to date: (Calendar Year)	\$3,488,389.00	Year to date: (Calendar Year)	\$4,825,208.00

Development Applications Outstanding

Application Number	Applicant	Property	Development	Status
DA-78-2013-2	Mr M Batt	16A King Street, Uralla	Modification Staged 7x1 Bedroom Strata Title Units	Awaiting Applicant
DA-21-2017	Mr V Hudson	19 Karava Place, Uralla	Dual Occupancy & Conversion of Shed to Dwelling	Awaiting Applicant
DA-35-2017	Mr C & Mrs K Cooper	36 Uralla Street, Uralla	Dwelling	Awaiting Applicant
DA-40-2017	Mr L & Mrs C Secombe	22 Baker Road, Invergowrie	2 Lot Subdivision	Awaiting Applicant
DA-51-2017	Mr N & Mrs M Porter	23 Stringybark Ridge Road, Invergowrie	Dwelling	Under Assessment
DA-60-2017	Dr J Gray	55 King Street, Uralla	Dwelling Additions & Alterations	Under Notification

Application Number	Applicant	Property	Development	Status
DA-61-2017	Mr M Crawford	52 Budumba Road, Invergowrie	Secondary Dwelling	Under Notification
DA-62-2017	Mr T & Mrs B Barrett	21 Moffatt Road, Invergowrie	Dual Occupancy	Under Notification
DA-64-2017	Mr A & Mrs L McFarlane	19 Dangar Street, Uralla	2 Lot Subdivision & Relocate Sewer	Under Notification
				Total: 9

Construction Certificates

Approvals:

Application Number	Applicant	Property	Construction
CC-52-2017	Mr R & Mrs J Blair	166 Kingstown Road, Uralla	5 Bay Shed
CC-63-2017	Ms K Jackson	63 Rowan Avenue, Uralla	Shipping Container

Refusals: Nil

Issued by Private Certifier:

Application Number	Applicant	Property	Construction
CC-58-2017	Mr P & Mrs A Schultz	282 Pinegrove Road, Saumarez Ponds	Dwelling Alterations & Additions
CC-59-2017	Mr M & Mrs B Baker	40 Plane Avenue, Uralla	Dwelling & Shed
CC-60-2016	Mrs R Barratt & Ms K Sutton	62 Hill Street, Uralla	Dwelling Additions

Total Monthly Estimated Value of Construction Certificate Approvals: \$774,909.00

Complying Development Certificate Applications

Approvals: Nil

Refusals: Nil

CDCs Withdrawn: Nil

Issued by Private Certifier:

Application Number	Applicant	Property	Development
CDC-30-2017	All Sheds	11 Sandon Close, Uralla	Carport

Total Monthly Estimated Value of Complying Development Certificate Approvals: \$8,000.00

Comparison to November 2016:

November 2016:	\$517,377.00	November 2017:	\$8,000.00
Year to date: (Calendar Year)	\$1,611,327.00	Year to date: (Calendar Year)	\$1,895,640.00

Calendar Year Development Values

Year	Total Development Value \$	Average Development Value \$	Development Application Value \$	Complying Development Value \$
2008	9,155,533	56,169	7,393,239	1,762,294
2009	9,290,046	72,578	5,749,162	3,540,884
2010	10,586,972	80,817	5,958,887	4,628,085
2011	6,584,483	51,846	3,449,607	3,134,876
2012	11,390,780	104,503	6,158,718	5,232,062
2013	9,259,318	76,523	4,678,720	4,580,598
2014	8,246,689	69,300	5,657,845	2,588,844
2015	9,137,065	85,393	6,980,198	2,156,867
2016	5,958,716	62,723	3,997,389	1,961,327
2017	6,720,848	77,251	4,825,208	1,895,640

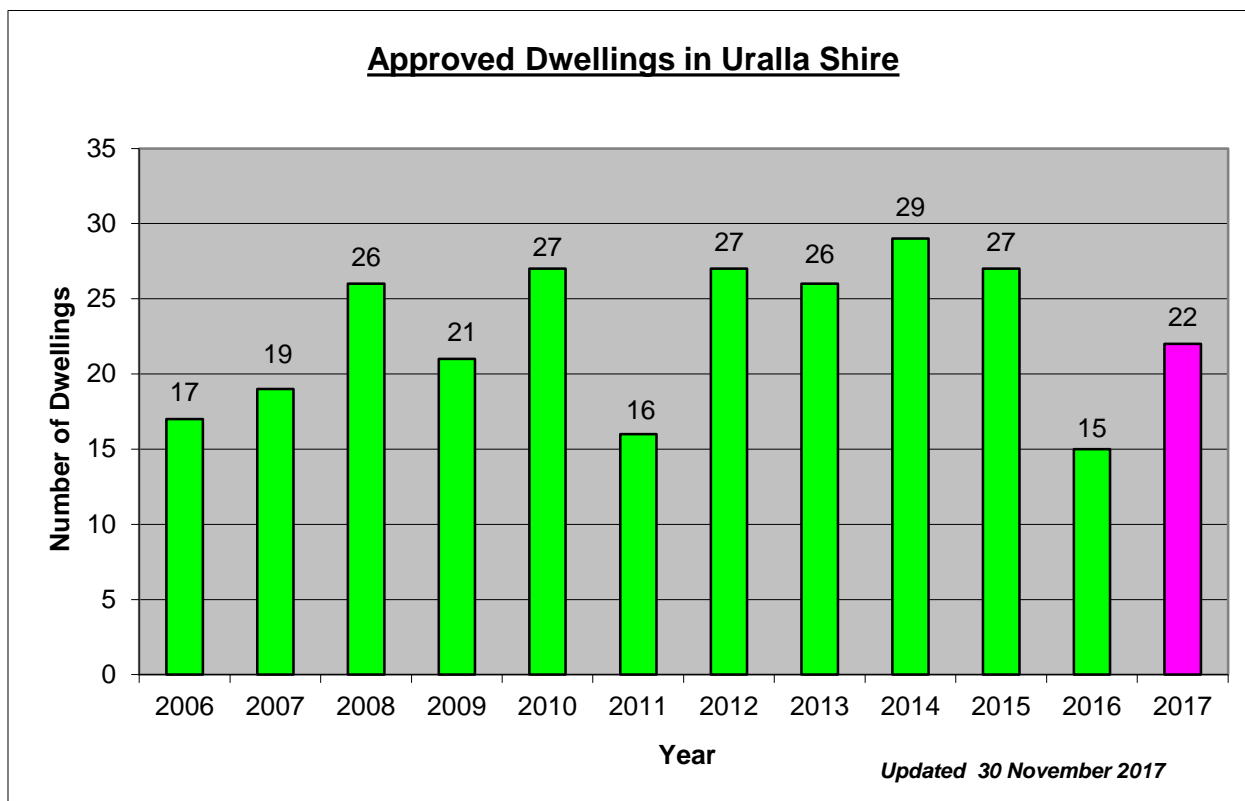
2017 to date

Financial Year Development Values

Year	Total Development Value \$	Average Development Value \$	Development Application Value \$	Complying Development Value \$
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	6,544,087	68,168	4,186,513	2,357,574
2017-2018	3,319,541	80,964	2,371,911	937,630

2017-2018 to date

Approved Dwellings 2006-2017



KEY ISSUES:

- *Development Applications approved by Council for November 2017 – 7*
- *Development Applications refused by Council for November 2017 – 0*
- *Development Applications withdrawn by Applicant for November 2017 – 0*
- *Outstanding Development Applications as at 30 November 2017 – 9*
- *Construction Certificates approved by Council for November 2017 – 2*
- *Construction Certificates refused by Council for November 2017 – 0*
- *Construction Certificates issued by private certification for November 2017 – 3*
- *Complying Development Applications approved by Council for November 2017 – 0*
- *Complying Development Applications refused by Council for November 2017 – 0*
- *Complying Development Applications issued by private certification – 1*
- *Total Development Value for 2017 as at 30 November 2017 – \$6,720,848*
- *Average Development Value for 2017 as at 30 November 2017 – \$77,251*
- *Development Application Value for 2017 as at 30 November 2017 – \$4,825,208*
- *Complying Development Application Value for 2017 as at 30 November 2017 – \$1,895,640*
- *Approved dwellings as at 30 November 2017 – 22*

COUNCIL IMPLICATIONS:

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

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

2. Policy and Regulation

Environmental Planning & Assessment Act, 1979.

Environmental Planning & Assessment Regulations, 2000.

3. Financial (LTFP)

Nil

4. Asset Management (AMS)

Nil

5. Workforce (WMS)

Nil

6. Legal and Risk Management

Nil

7. Performance Measures

Nil

8. Project Management

Nil

Prepared by staff member:

Administration Officer

TRIM Reference Number:

U12/168

Approved/Reviewed by Manager:

Terry Seymour - Director Infrastructure & Regulation

Department:

Infrastructure & Regulation

Attachments:

Nil



REPORT TO COUNCIL

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

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	3.1	To preserve, protect and renew our beautiful natural environment
Strategy:	3.1.2	Protect the shires historic buildings and sites, recognising their value to the community
Activity:	3.1.2.1	Provide heritage services and support
Action:	3.1.2.1.1	Facilitate 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 December 2017. His next visit will be Tuesday, 9 January 2018.

OFFICER'S RECOMMENDATION:

That

The Heritage Advisory Services Summary for December 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.

COUNCIL IMPLICATIONS:

- 1. Community Engagement/ Communication (per engagement strategy):**
Provide heritage advisory services to the community to recognise and promote the value of Uralla Shire's heritage.
- 2. Policy and Regulation:**
Privacy and Personal Information Protection Act 1998
OLG Model Policy – Private and Confidential Information

3. **Financial (LTFP):**
Nil
4. **Asset Management (AMS):**
Nil
5. **Workforce (WMS):**
Nil
6. **Legal and Risk Management:**
Nil
7. **Performance Measures:**
Nil
8. **Project Management:**
Nil

Prepared by staff member:	Matt Clarkson, Manager Planning & Regulation
TRIM Reference Number:	U12/6279
Approved/Reviewed by Manager:	Director Infrastructure & Regulation
Department:	Infrastructure & Regulation
Attachments:	Confidential Heritage Advisor Summary



REPORT TO COUNCIL

Department:	Corporate Services
Submitted by:	Payroll-Revenue Coordinator
Reference/Subject:	Report 5 – Uralla Historical Society Rates – Addendum to Report 19

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Objective:	4.2 <i>An effective and efficient organisation.</i>
Strategy:	4.2.2 <i>Operate in a financially responsible and sustainable manner.</i>
Action:	4.2.2.1 <i>Maintain and control financial system and improve long term financial sustainability.</i> <i>Model and adopt rate structures to maximise equity across the Council area and between categories</i> <i>Collect all rates and charges in-line with payment requirements and undertake debt recovery action for outstanding accounts.</i>

SUMMARY:

Following a report to Council in relation to a request from the Uralla Historical Society for a reduction of rates, further investigation was undertaken to ascertain whether the development application lodged in 2006 contained information regarding reduction in rates. No written information has been discovered which indicates that an agreement was entered into between Council and the Uralla Historical Society with regard to a waiver or reduction of rates for 31 Salisbury Street subsequent to the two properties being separately valued

OFFICER'S RECOMMENDATION:

That Council:

- 1. Take Report 19 Uralla Historical Society Rates from the Ordinary Meeting held 28 November from the table.**
- 2. That Council consider the original report in light of the information provided here**

BACKGROUND:

Report 19 was tabled at November 11, 2017 meeting of Council, with a request that further investigation be undertaken in regard to any agreement which may have been entered into in relation to rates following the Development Application (DA 3729) lodged in 2006 by the Uralla Historical Society.

REPORT:

Development Application 3729 was lodged by the Uralla Historical Society in 2006 in relation to a boundary adjustment between 31 Salisbury Street and an adjoining property. The DA was approved in 2009, and was the impetus for the Valuer General to note that the properties under the single valuation were not in fact contiguous and they were subsequently valued separately. It has been ascertained that the properties were not contiguous prior to the DA. Scrutiny of this application and related paperwork has revealed no information in relation to either a request or an agreement for the reduction of rates.

Annotation in TRIM noted that a request to the Valuer General for amalgamation of properties had been declined, and that the matter had been referred to the Rates department who would aggregate the two properties. There is no further information in regard to this note.

KEY ISSUES:

- No written information has been discovered which indicates that an agreement was entered into between Council and the Uralla Historical Society with regard to a waiver or reduction of rates for 31 Salisbury Street subsequent to the two properties being separately valued.

CONCLUSION:

There is no further information available in Council records to indicate any arrangement between Council and the Uralla Historical Society in relation to a reduction in rates.

COUNCIL IMPLICATIONS:

1. Community Engagement/ Communication (per engagement strategy)

2. Policy and Regulation

Council has a Donations – Section 356 Policy, refer:

http://uralla.nsw.gov.au/files/uploaded/file/Your%20Council/Council%20Documents/Operating%20Policies/Policy%201.2.06/1_2_06_Donations_-_Section_356.pdf

Local Government Act

Section 377, General power of the council to delegate, states (in Part):

(1) A council may, by resolution, delegate to the general manager or any other person or body (not including another employee of the council) any of the functions of the council under this or any other Act, other than the following:

(q) A decision under section 356 to contribute money or otherwise grant financial assistance to persons

(1A) Despite subsection (1), a council may delegate its functions relating to the granting of financial assistance if:

- (a) The financial assistance is part of a specified program, and
- (b) The program is included in the council's draft operational plan for the year in which the financial assistance is proposed to be given, and
- (c) The program's proposed budget for that year does not exceed 5 per cent of the council's proposed income from the ordinary rates levied for that year, and
- (d) The program applies uniformly to all persons within the council's area or to a significant proportion of all the persons within the council's area.

3. Financial (LTFP)

4. Asset Management (AMS)

5. Workforce (WMS)

6. Legal and Risk Management

7. Performance Measures

8. Project Management

Andrew Hopkins
General Manager

Prepared by staff member: Louise Waters
TRIM Reference Number:
Approved/Reviewed by Manager: Simon Paul - CFO
Department: Finance
Attachments: Nil



REPORT TO COUNCIL

Department:	General Manager's Office
Submitted by:	General Manager
Reference/Subject:	Report 6 - Joint Organisations

SUMMARY:

The NSW State Government has recently passed the Local Government Amendment (Regional Joint Organisations) Bill 2017. The legislation allows for councils to voluntarily join Joint Organisations (JOs).

Should council wish to be part of a JO it will need to: a) determine which councils it wishes to form a JO with; and b) resolve to nominate to be a member of a JO with those councils by 28th February 2018.

OFFICER'S RECOMMENDATION:

That Council resolve to hold an extraordinary meeting on Tuesday 13th February 2018 at 12:00noon to:

- a) determine whether it will nominate to be a member of a Joint Organisation; and*
- b) dependent upon a), determine which other councils Uralla Shire Council wishes to form a Joint Organisation with.*

REPORT:

The NSW State Government has recently passed the *Local Government Amendment (Regional Joint Organisations) Bill 2017*. The legislation allows for councils to voluntarily join Joint Organisations (JOs). The government intends that JOs will assist strengthen regional coordination and improve the delivery of important infrastructure and services for communities through strategic planning, collaboration and shared leadership and advocacy (at regional, state and federal levels).

The Minister for Local Government has advised that any council wishing to be part of a JO must submit their intention, by way of resolution, to the government by no later than 28th February 2018. The Minister will then make recommendation to the Governor to establish JOs, by way of proclamation, with the intention that they be operational by 1st July 2018.

JOs can be voluntarily formed by 3 or more councils which exist within the boundaries of the State's 7 eligible 'Planning Regions' (Metropolitan Sydney, Central Coast and the far west regions are not eligible to form JOs at this stage). See pages 5 and 6 in Attachment A for a map of the NSW Planning Regions and a list of councils within each region.

Uralla Shire Council is currently a member of the NAMOI JO (which has been a pilot JO leading up to the introduction of the legislation), which consists of Uralla, Tamworth, Walcha, Liverpool Plains, Gunnedah and Gwydir councils. Uralla is also a member of the New England Group of Councils (NEGOC) which consists of Uralla, Gwydir, Moree, Armidale, Inverell, Tenterfield and Glen Innis councils.

Together, the NAMOI JO and the NEGOC comprise the New England North West Planning Region. Accordingly, should Uralla wish to become a member of a JO, it must do so with 2 or more of the other 11 councils within the New England North West Planning Region.

By letter to the Mayor dated 29th November 2017 the Deputy Premier and the Minister for Local Government invited Uralla to nominate to form a JO. Attachment B.

By letter dated 1st December 2017 the Acting Chief Executive of the Office of Local Government provided the General Manager with an information pack which included the following:

- Guidance information on how to submit a nomination to form a JO.
- Frequently Asked Questions.
- Office of Local Government contacts for support.

The information pack is included as Attachment A, pages 7 and 8 of which contain useful Q&As.

The information pack includes, at pages 1 and 2, the nomination form which must be completed by councils wishing to form a JO. The nomination form asks each council to list each of the councils which is nominating to be a member of the JO. To do this each council should have made a predetermination about and reached agreement or consensus with those councils with which it wishes to form a JO.

Accordingly, should Uralla Shire Council wish to nominate to form a JO it will need to determine which group of councils it wishes to join. Currently there are two distinct groups of councils within the NEW England North West Planning Region, however the composition of these groups may change dependent upon the wishes of the individual councils within the planning region.

Should council wish to join a JO it must do so by the 28th February 2018.

Council will have its first ordinary meeting of 2018 on the 27th February, accordingly, it is recommended that council resolve to hold an extraordinary meeting on the 13th February 2018 to: a) determine which councils it wishes to form a JO with; and b) resolve to nominate to be a member of a JO with those councils by 28th February 2018.

Prepared by staff member:	Andrew Hopkins
TRIM Reference Number:	TBC
Approved/Reviewed by Manager:	N/a
Department:	General Manager's Office
Attachments:	A – Joint Organisation nomination form B – Letter from The Hon. John Barilaro MP



Joint Organisation nomination

Councils that are interested in becoming a member of a Joint Organisation have been invited to submit their nomination to the Minister for Local Government.

To nominate each council should:

- Write to the Minister for Local Government stating that they have resolved to be a member of a Joint Organisation
- Attach the council resolution in relation to joining a Joint Organisation
- Complete the *Forming a Joint Organisation - checklist* below

Forming a Joint Organisation - Checklist

Please complete the checklist below.

An optional text box is provided if you wish to provide further information to support the Joint Organisation nomination:

1. Please list each council that is nominating to be a member of the Joint Organisation.

2. Please confirm that your proposal aligns with, or 'nests' within one of the NSW planning regions.

Yes No

3. Do you have a preferred name for the Joint Organisation for the Government's consideration?

4. Please confirm that the Joint Organisation membership proposed demonstrates a community of interest between councils.

Yes No

5. If your proposal results in a small number of councils in your planning region not being included in a Joint Organisation, have you discussed options with them and what are the views of those councils?

Yes No

Joint Organisation nomination

6. Please confirm that your nomination is based around a strong regional centre or centres.

Yes No

7. Please confirm that the proposed Joint Organisation will be an appropriate size and have capacity to partner with the NSW Government, the Commonwealth Government and other organisations.

Yes No

8. Please specify any non-financial support required to ensure your Joint Organisation proposal is implemented successfully.

Nominations should be submitted to jointorganisations@olg.nsw.gov.au and marked 'Nomination for Joint Organisation'. Councils are required to submit their nomination by **28 February 2018**.

The Joint Organisation Network will be finalised in March 2018. Joint Organisations will be proclaimed to enable commencement in July 2018.

Proposed JO resolution for councils



The council resolutions are a critical input in the process of getting Joint Organisation areas recommended to the Governor by the Minister. It is important these resolutions align for groups of councils that wish to form a Joint Organisation.

Once the resolutions have been made by councils the Minister must wait at least 28 days before recommending the Joint Organisation to the Governor.

The resolutions must be worded in a way that will allow for any changes in proposed membership that could potentially occur within the 28 days (e.g. a council rescinds the decision to join the Joint Organisation) without compromising the ability of the remaining councils to still form the Joint Organisation.

Below is a suggested Joint Organisation Resolution for councils. It is advisable any resolution is made following commencement of the legislation (to be advised by the Office of Local Government).

*In accordance with Part 7 of Chapter 12 of the Local Government Act 1993 (**Act**), the [NAME OF COUNCIL] (**Council**) resolves:*

- 1.** *That the council inform the Minister for Local Government (**Minister**) of the Council's endorsement of the Minister recommending to the Governor the establishment of a Joint Organisation (**Joint Organisation**) in accordance with this resolution.*

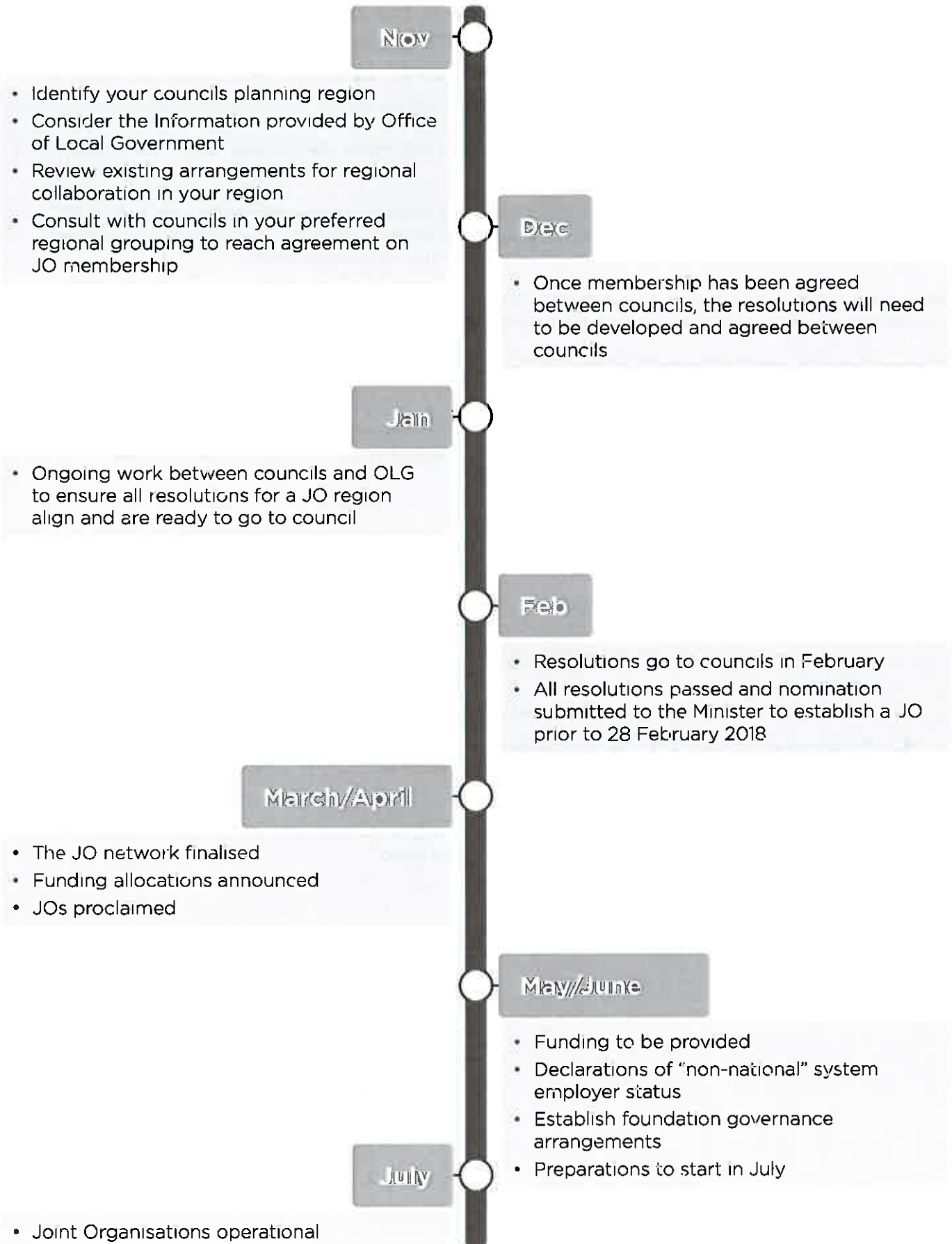
- 2.** *To approve the inclusion of the Council's area in the Joint Organisation's area.*

- 3.** *That the Joint Organisation be established to cover the Council's area and any one or more of the following council areas:*
 - a) *[INSERT A LIST OF ALL RELEVANT COUNCIL AREAS WITHIN THE RELEVANT STATE PLANNING REGIONS]*

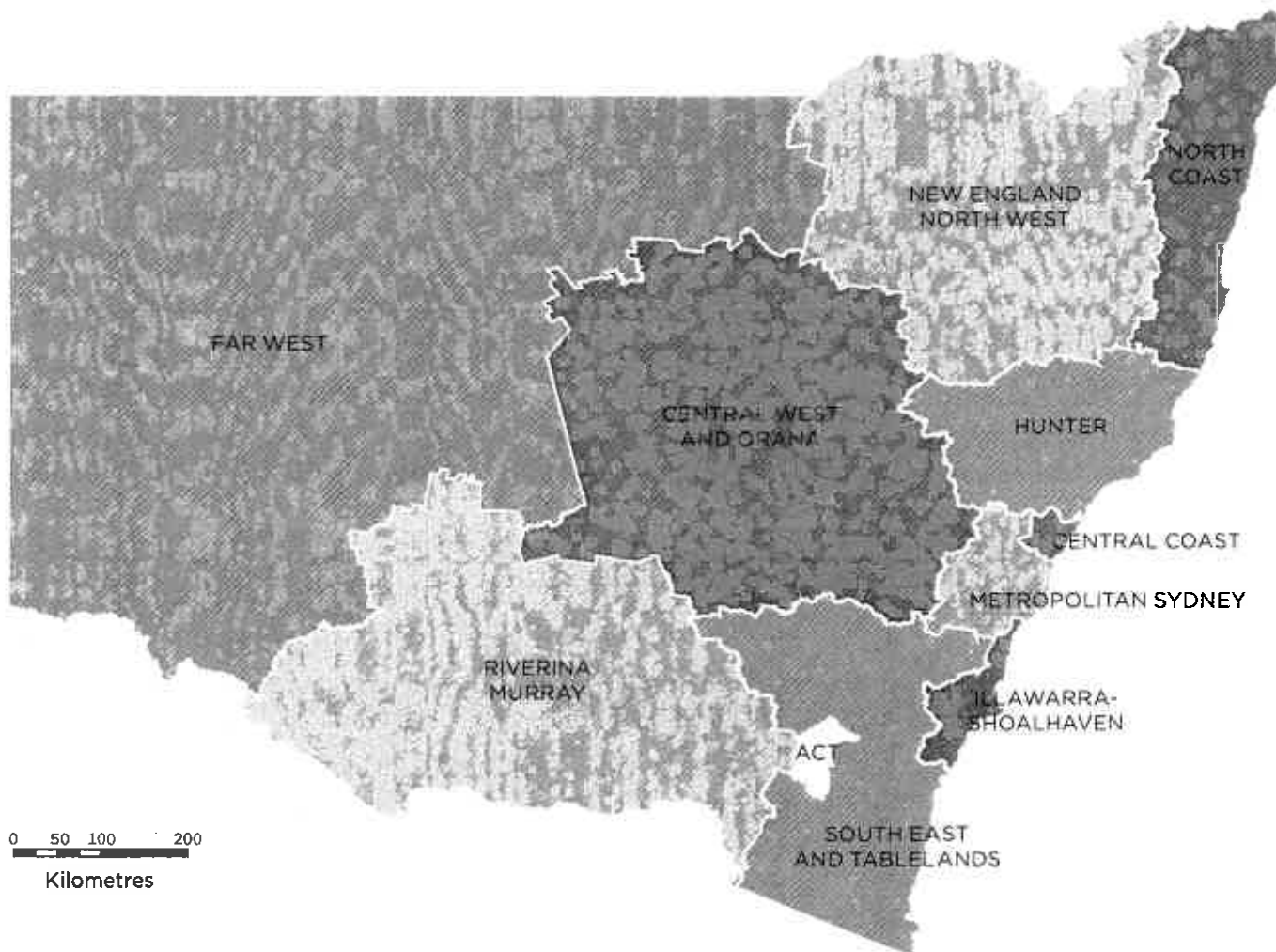
- 4.** *That before 28 February 2018, the General Manager provide the Minister with a copy of this resolution including the date on which Council made this resolution.*

- 5.** *That, on the expiry of a period of 28 days from the making of this resolution, the General Manager inform the Minister that this resolution has not been rescinded.*

Joint Organisation formation and implementation timeline for councils



NSW planning regions



Distribution of councils in NSW planning regions



Central West and Orana

Bogan Shire Council	Lachlan Shire Council	Warren Shire Council	Narromine Shire Council
Parkes Shire Council	Forbes Shire Council	Weddin Shire Council	Coonamble Shire Council
Gilgandra Shire Council	Dubbo Regional Council	Cabonne Shire Council	Cowra Shire Council
Orange Shire Council	Blayney Shire Council	Warrumbungle Shire Council	Mid-Western Regional Council
Bathurst Regional Council	Lithgow City Council	Oberon Council	

Hunter

Upper Hunter Shire Council	Muswellbrook Shire Council	Singleton Shire Council	Mid-Coast Council
Dungog Shire Council	Maitland City Council	Cessnock City Council	Port Stephens Council
Newcastle City Council	Lake Macquarie City Council		

New England North West

Moree Plains Shire Council	Narrabri Shire Council	Gunnedah Shire Council	Liverpool Plains Shire Council
Gwydir Shire Council	Tamworth Regional Council	Inverell Shire Council	Uralla Shire Council
Tenterfield Shire Council	Glen Innes Severn Shire Council	Armidale Regional Council	Walcha Council

North Coast

Tweed Shire Council	Kyogle Council	Lismore City Council	Byron Shire Council
Ballina Shire Council	Richmond Valley Council	Clarence Valley Council	Coffs Harbour City Council
Bellingen Shire Council	Nambucca Shire Council	Kempsey Shire Council	Port Macquarie-Hastings Council

Riverina Murray

Hay Shire Council	Edward River Council	Murray River Council	Carrathool Shire Council
Griffith City Council	Murrumbidgee Council	Berrigan Shire Council	Bland Shire Council
Leeton Shire Council	Narrandera Shire Council	Federation Council	Temora Shire Council
Coolamon Shire Council	Junee Shire Council	Wagga Wagga City Council	Lockhart Shire Council
Greater Hume Shire Council	Albury City Council	Cootamundra-Gundagai Regional Council	Snowy Valleys Council

South East and Tablelands

Hilltops Council	Yass Valley Council	Upper Lachlan Shire Council	Goulburn Mulwaree Council
Queanbeyan-Palerang Regional Council	Snowy Monaro Regional Council	Wingecarribee Shire Council	Eurobodalla Shire Council
Bega Valley Shire Council			

Illawarra Shoalhaven

Shoalhaven City Council	Kiama Municipal Council	Shellharbour City Council	Wollongong City Council
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Joint Organisation Frequently Asked Questions



Q1: What is a Joint Organisation?

A: A Joint Organisation is a new entity under the Local Government Act comprising member councils in regional NSW to provide a stronger voice for the communities they represent.

Each Joint Organisation will comprise at least three member councils and align with one of the State's strategic growth planning regions. One of the member council's mayors will be elected chairperson and an Executive Officer may be appointed.

Q2: How will Joint Organisations benefit councils and communities in regional NSW?

A: Joint Organisations will transform the way that the NSW Government and local councils collaborate, plan, set priorities and deliver important projects on a regional scale. These new partnerships will benefit local communities across regional NSW by working across traditional council boundaries.

Q3: How do we know Joint Organisations will work?

A: The Joint Organisation model has been developed in close consultation with councils and the NSW Government has listened to regional councils to get the model right. This included a pilot program for five groups of councils to test a range of options, which involved the participation of 43 councils and delivered a range of initiatives and projects to those regions.

An independent evaluation of the pilot program found Joint Organisations bring benefits to regional communities in delivering on-the-ground projects and attracting more investment to regional communities.

Q4: Why should councils choose to form a Joint Organisation?

A: Joint Organisations will provide a forum for councils, agencies and others to come together and focus on their regional priorities – the things that matter for that region. Joint Organisations will help drive the delivery of important regional projects – the infrastructure and services that local communities need and deserve.

Joint Organisations will also provide councils with a more efficient way to deliver shared services for members and the region. Where member councils agree, they can choose to share a common approach to services such as information technology, water management services and community strategic planning. The NSW Government will provide \$3.3 million to support councils to establish Joint Organisations

Q5: Can councils determine their own regional boundaries?

A: While the choice to join, and composition of a Joint Organisation is voluntary, the NSW Government will only support the creation of Joint Organisations within existing State planning regions and in regional NSW. Councils have told us that effective collaboration will only be realised when State and local government boundaries are aligned.

To aid this process the NSW Government has consulted the sector on boundary criteria which they can take into account when determining the membership of their Joint Organisation.

Joint Organisation boundaries should:

- align with, or 'nest' within one of the State's planning regions
- demonstrate a clear community of interest between member councils and regions
- not adversely impact on other councils or JOs, for example, leaving too few councils to form a JO
- be based around a strong regional centre or centres
- be of an appropriate size to partner with State, Commonwealth and other partners.
- Consistent with previous Government decisions, Joint Organisations will not be considered for metropolitan Sydney and the Central Coast at this time.

Q6: Are Far West Councils able to form a JO?

A: The Government will be writing to Far West councils to advise them of their opportunity to form or join a JO. This will include specific guidance applicable to Far West councils only.

Q7: What are the next steps for interested councils?

A: Councils are invited to nominate to form a Joint Organisation in their region. Councils are encouraged to open discussions with their neighbours as soon as possible.

The Office of Local Government is available to facilitate these discussions and provide support to councils through the nomination process. Specific requirements to form a Joint Organisation will be provided to councils shortly.

Each Joint Organisation will be created by a proclamation and the NSW Government will then ask the Commonwealth to endorse each Joint Organisation as a non-national system employer to ensure that any staff of a Joint Organisation, with the exception of the Executive Officer, are employed under the State local government award.

Q8: What support will be provided to councils and Joint Organisations once established?

A: The Office of Local Government will work with Joint Organisations to support their establishment and ensure they have the necessary systems and governance in place for the Joint Organisations to deliver results for regional communities.

The Office of Local Government and the Department of Premier and Cabinet will foster collaboration between Joint Organisations and State agencies to identify and act on opportunities to benefit regional communities.

Q9: Can councils choose not to participate?

A: Councils can choose not to become a member of a Joint Organisation. The Government strongly encourages all councils in regional NSW to consider the benefits and opportunities offered by Joint Organisations.

Councils that are members of Joint Organisations will be able to take advantage of investment opportunities that are delivered through the Joint Organisation.

Q10: What funding is available to Joint Organisations?

A: The Government will provide up to \$3.3 million in seed funding to Joint Organisations to support their establishment. The Government will identify opportunities for additional investment through Joint Organisations in regional economies.

Funding for each Joint Organisation will be based on the number of councils that choose to form a Joint Organisations, with maximum funding provided to regions where all councils in a region choose to be members of the new regional body.

All Joint Organisations, whether they were pilot regions or not, will be provided with seed funding.

Further details on funding arrangements will be provided to councils.

Q11: Will this funding be enough to help councils establish a JO?

A: The NSW Government is providing significant funding and support to help those councils that choose to establish a Joint Organisation. The pilot program demonstrated that groups of councils can achieve substantial benefits for their communities and significant cost savings by working together through a Joint Organisation.

Q12: How are Joint Organisations different to Regional Organisations of Councils?

A: The Joint Organisation model provides for greater certainty and continuity as well as recognising the unique differences in the many regions of NSW. While some ROCs have been effective, they have varied functions, membership, and governance structures which often makes collaboration more difficult.

Joint Organisation Resource List



Website

www.olg.nsw.gov.au

OLG key contacts

Chris Presland, Director of Reform Implementation	0413 274 882
Melissa Gibbs, Director Policy and Sector Development	0491 225 904
Office of Local Government, Development Team	02 4428 4100

Secure Stronger Councils Portal

A secure portal is available for councils to access information and share resources on Joint Organisations. To access the portal go to <https://portal.strongercouncils.nsw.gov.au>

You will need to login and register with your council email address.

OLG will use the portal to provide up to date information and share best practice between councils and Joint Organisations during the formation and implementation phase.

Department of Premier and Cabinet Regional contacts

Hunter 0418406733 02 49212603	Aaron Spadaro, Senior Coordination Officer
Northern NSW (Tamworth) 0477316 189 0267602671	Alison McGaffin, Director, Northern NSW
Northern NSW (Coffs Harbour) 0481 919 697 02 66598651	Andrew Hegedus, Director North Coast
Southern NSW (Wollongong) 0477 320 822 0242536301	Anthony Body, Director Southern Region
Southern NSW (Queanbeyan) 0427 454 375 02 92283296	Heidi Stratford, Director South East and Tablelands
Western NSW (Dubbo) 0400 364 960 02 68267801	Ashley Albury, Director, Western NSW
Western NSW (Wagga) 0417947976	Trudi McDonald, Director Riverina Murray



The Hon. John Barilaro MP
Deputy Premier
Minister for Regional New South Wales,
Minister for Skills and Minister for Small Business

B17/7458

29 November 2017

Clr Michael Pearce
Mayor
Uralla Shire Council
PO Box 106
URALLA NSW 2358

By email: mayor@uralla.nsw.gov.au

Dear Clr Pearce

We are pleased to inform you that the NSW Parliament recently passed the *Local Government Amendment (Regional Joint Organisations) Bill 2017*.

Joint Organisations (JOs) are a key part of the Government's commitment to build stronger councils and improve service delivery and infrastructure across rural and regional NSW.

JOs will provide the governance structures and funding to allow communities across the state to grow to their full potential.

JOs will transform the way local councils and State agencies collaborate, plan, set priorities and deliver important projects in regional NSW. They will provide a forum for key stakeholders to work together on the issues that matter most for regional communities such as boosting economies, creating jobs and improving transport, community infrastructure and services.

The NSW Government will work closely with JOs to build the strong partnerships that are required to make a real difference to communities. We would like to acknowledge the extensive contribution that councils and pilot JOs have made in providing advice and support to the process to date.

The feedback and lessons learned is reflected in the final JO model. Importantly, JO's will be voluntary and a matter for your council to determine in consultation with your neighbours.

Uralla Shire Council is invited to nominate to form a JO within your planning region. Councils have the flexibility to design a JO that will work for your region and we encourage you to start talking to councils within your planning region to choose the membership of your JO as the first step towards this exciting initiative.

The NSW Government has committed \$3.3 million to support the establishment of JOs. The Office of Local Government (OLG) is providing a comprehensive program of support to help councils facilitate discussions, design an effective JO and form new partnerships to work on projects that cross their geographical borders.

OLG is writing to General Managers with detailed guidance on the process and support the Government will be providing to assist councils in their decision making.

The NSW Government looks forward to working with councils to implement an effective network of JOs that deliver real benefits to the people of regional NSW.

Yours sincerely



The Hon. John Barilaro MP
Deputy Premier
Minister for Regional New South Wales
Minister for Skills
Minister for Small Business



The Hon. Gabrielle Upton MP
Minister for the Environment
Minister for Local Government
Minister for Heritage



REPORT TO COUNCIL

Department:	Community and Governance
Submitted by:	Coordinator Tourism & Community Development
Reference/Subject:	Report 7 - Monthly Report Visitor Information Centre and Library

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Objective:	2.1 An attractive environment for business, tourism and industry.
Strategy:	2.1.1 Promote Uralla Shire and the region as a place to live, visit and invest 1.3.1 Provide enhanced and innovative library services that support & encourage lifelong learning.
Activity:	2.1.1.1 Promote Uralla Shire through the Visitor Information Centre
Action:	1.3.1.1, 2.1.1.1 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 and the Library for the month of November 2017.

OFFICER'S RECOMMENDATION:

That the report be received and noted.

BACKGROUND:

Not applicable.

REPORT:

Visitor Information Centre

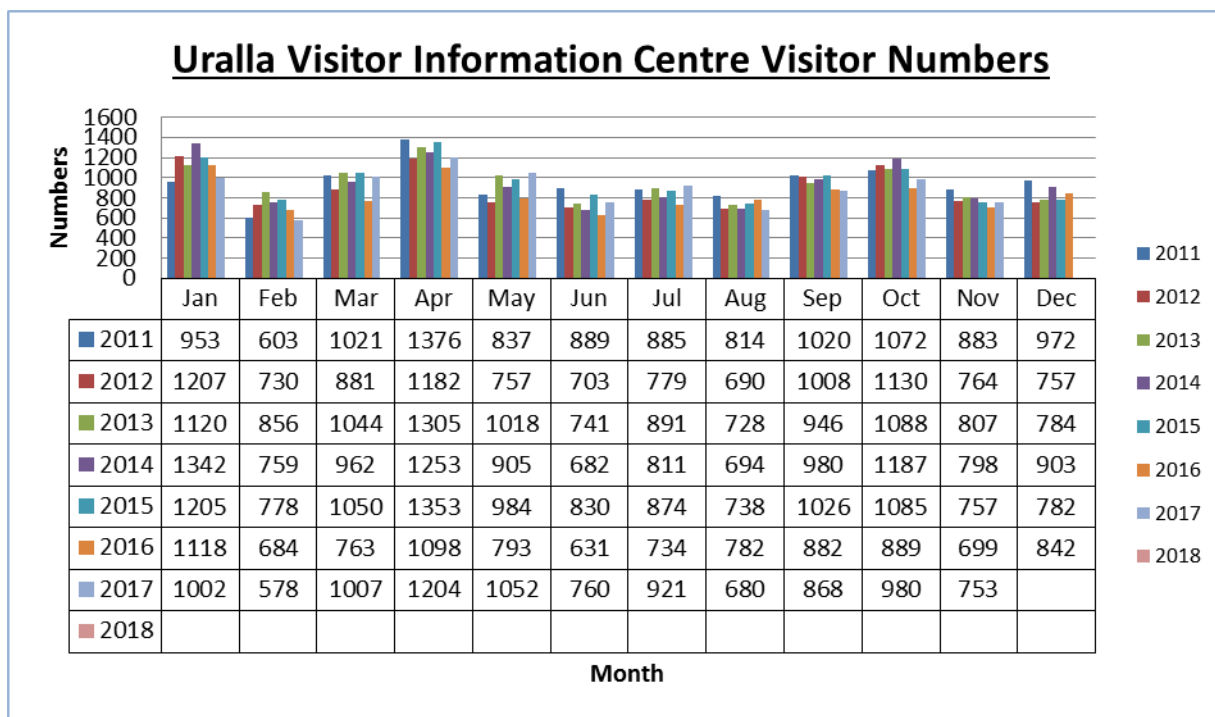
Sales for the month of November 2017 were \$1516.90. This is a decrease of 40% on last month's strong sales performance, and a slight decrease of 5% on November last year's sales.

Sales to-date for 2017-18 Financial Year

Month	Total
July	\$1522.00
August	\$1187.50
September	\$1810.40
October	\$2542.20
November	\$1516.90
Total	\$8579.00

Annual November Sales

Year	Total
2014/15	\$1,321.75
2015/16	\$1,744.65
2016/17	\$1,605.60
2017/18	\$1,516.90



November 2017 has shown a decrease of 23% in visitor numbers, down from 980 to 753 on the previous month. This is slightly below the 5-year average visitor numbers of 775 for the month of November.

The majority of travellers who came through the Visitor Information Centre in November resided in NSW, followed by QLD then VIC. A small number of visitors came from overseas including Canada and Holland.

Uralla Library

The number of books loaned through the Library for November was 1532, a 20% decrease from October. Uralla had the fourth highest books loaned of the 15 libraries in the Central Northern Library Group and was also the third highest for new members with 11 new members joining the service for the month of November.

Library Figures to-date for 2017-18 Financial Year

Month	Books Loaned	New Members
July	1578	19
August	1561	17
September	1510	12
October	1922	22
November	1532	11
Total	8103	81

KEY ISSUES:

Nil

Prepared by staff member: Kim-Trieste Hastings
TRIM Reference Number:
Approved/Reviewed by Manager: Patricia Kirkland
Department: Community & Governance
Attachments: Nil



REPORT OF COMMITTEE

Department:	Community & Governance
Submitted by:	Director Community & Governance
Reference/Subject:	Report 8 - Report of the Audit and Risk Committee Meeting held on 21 November 2017

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Objective:	4.2 An effective and efficient organisation
Strategy:	4.2.6 Identify and manage risk associated with all Council activities and ensures a safe and healthy work environment workforce
Activity:	4.2.6.1 Develop and incorporate a risk management framework which is effective and accessible
Action:	4.2.6.1.4 Facilitate regular meetings of the Audit and Risk Committee

SUMMARY:

This report provides the minutes and recommendations of the Audit and Risk Committee Meeting held on 21 November 2017 for determination by Council.

OFFICER'S RECOMMENDATION:

1. That Council note the minutes of the Audit and Risk Committee Meeting held on 21 November 2017
2. That Council adopt the following Committee Recommendation:

Report No. 6.2 Audit and Risk Committee Review

Committee Recommendation 6.2.1

That Council:

- a) Set the meeting schedule for 2018 as follow:
 - 9am Tuesday, 10 April 2018
 - 9am Tuesday, 10 July 2018
 - 9am Tuesday, 16 October 2018 - Draft 2017/18 Financial Statements
 - 9am Tuesday, 27 November 2018 - Presentation 2017/18 Audited Financial Statements, prior to Ordinary Council Meeting held at 12:30pm)
- b) Note the resignation of independent external Committee member Mr Sean Johnston and thank him for his contribution.
- c) Call for expressions of interest for a new external Committee member with relevant skills and experience, including accounting and auditing standards in the public sector environment.

- d) **Defer receipt of the Fraud and Corruption Prevention Policy and Plan final drafts, and consider their priority as part of the forward meeting plan, as required by section 6.1 of the Committee Charter.**

Report No. 6.4 Procurement Policy Final Draft

Committee Recommendation 6.4.1:

That:

- a) **the draft Procurement Policy be circulated to senior Council staff to review for implementation functionality with feedback to be provided to the Chief Financial Officer; and**
- b) **the Chief Financial Officer make minor amendments as might be identified in the review process to improve functionality, and report the draft Procurement Policy to Council recommending public exhibition for 28 days prior to adoption.**

3. That Council:

- a. **note the Committee's request to receive a report on cash handling procedures and practices at Council's waste facility, including recommendations for improvements identified at 7.1 Cash Handling at Waste Facilities, under Other Business.**
- b. **as part of implementing its internal audit program in 2018, prioritise an internal audit of all cash handling and petty cash procedures and practices, and receive a report via the Audit and Risk Committee on the findings and recommendations for improvement.**

Prepared by staff member: Trish Kirkland
TRIM Reference Number:
Approved/Reviewed by Manager: Andrew Hopkins
Department: General Manager's Office
Attachments: Minutes Audit and Risk Committee Meeting held 21 November 2017



MINUTES

Audit and Risk Committee Meeting

21 November 2017, 1pm, Council Chambers

Members (voting):

Mr Michael O'Connor – Independent External Member (Chair)
Vacant – Independent External Member
Cr Kevin Ward
Cr Bob Crouch

Attendees (non-voting):

Mr Andrew Hopkins - General Manager
Ms Trish Kirkland – Director Community and Governance
Mr Simon Paul – Chief Financial Officer
Mr Matthew Fletcher – Risk Manager and Safety Officer

1. Meeting Open

1.1 The Chair declared the meeting opened at 12:55pm

2. Acknowledgement of Country

2.1 The Chair acknowledged Country and Elders past and present

3. Apologies, Requests for Leave of Absence and Observers

3.1 The Chair advised there were nil apologies received
3.2 The Chair advised there were nil requests for leave of absence
3.3 The Chair acknowledged and welcomed the presence of Cr Strutt as an observer

4. Confirmation of Minutes

4.1 Minutes from the Committee meeting held 29 August 2017.

MOTION (M O'Connor / B Crouch) CARRIED

That the Committee confirm the minutes as a true and accurate record of the Committee Meeting held on 29 August 2017.

5. Presentation

5.1 The Chair advised there are nil presentations.

6. Reports

6.1 The Chairperson's Biennial Review

The Chair informed that his biennial review of the Committee's performance in accordance with section 6.6 of the Committee Charter had been drafted but needed to be finalised in consultation with former Committee Members Mayor Cr Michael Pearce and former independent external Committee member Mr Sean Johnston.

6.2 Audit and Risk Committee Review

MOTION (M O'Connor / B Crouch) CARRIED

1. That the Audit and Risk Committee note:
 - a) Council's annual review of committees on 26 September 2017 [Res. 35.09/17] to determine the elected member representatives, replacing the Mayor Cr Michael Pearce with Cr Kevin Ward and reappointing Cr Bob Crouch, to Council's Audit and Risk Committee.
 - b) Note the Requirements and Actions set out in Table A.
2. That the Audit and Risk Committee recommend that Council:
 - a) Set the meeting schedule for 2018 as follow:
 - 9am Tuesday, 10 April 2018
 - 9am Tuesday, 10 July 2018

- 9am Tuesday, 16 October 2018 - Draft 2017/18 Financial Statements
- 9am Tuesday, 27 November 2018 - Presentation 2017/18 Audited Financial Statements, prior to Ordinary Council Meeting held at 12:30pm)
- b) Note the resignation of independent external Committee member Mr Sean Johnston and thank him for his contribution.
- c) Call for expressions of interest for a new external Committee member with relevant skills and experience, including accounting and auditing standards in the public sector environment.
- d) Defer receipt of the Fraud and Corruption Prevention Policy and Plan final drafts, and consider their priority as part of the forward meeting plan, as required by section 6.1 of the Committee Charter.

6.3 Audited Financial Statements 2016/17

MOTION (M O'Connor / K Ward) CARRIED

1. That the Audited Financial Statements (General Purpose financial Statements, Special Purpose Financial Statements and Special Schedules for the year ending 30 June 2017 are received and noted.
2. That the Audited Financial Statements and Auditors Report be presented to the public at the Ordinary Meeting of council scheduled for 28 November 2017 in accordance with Section 418(1) of the Local Government Act.
3. That the Audit and Risk Committee compliment Council on the outcome of the external audit, and in particular the performance indicator.

6.4 Procurement Policy Final Draft

MOTION (M O'Connor / K Ward) CARRIED

1. That the:
 - a) Draft Procurement Policy be circulated to senior Council staff to review for implementation functionality with feedback be provided to Council's Chief Financial Officer; and
 - b) Chief Financial Officer make minor amendments as might be identified in the review process to improve functionality, and report the draft Procurement Policy to Council recommending public exhibition for 28 days prior to adoption.

7. Other Business

7.1 Cash Handling at Waste Facilities

MOTION (B Crouch / K Ward) CARRIED

1. That the Audit and Risk Committee receive a report on Cash Handling Procedures and Practices at Council's waste facility, including recommendations for improvements identified.

7.2 Project delivery

The committee discussed project delivery methods, processes, and expertise.

8. Next Meeting

- 8.1 10/04/2018, 1pm @ Council Chambers, Uralla Shire Council

9. Meeting Closed

- 9.1 The Chair declared the meeting closed at 2.15pm

www.uralla.nsw.gov.au



REPORT TO COUNCIL

Department:	General Manager's Office
Submitted by:	General Manager
Reference/Subject:	Report 9 - International Women's Day Event

SUMMARY:

The purpose of this report is to recommend amendment to resolution 10.02/17 to provide clarity.

OFFICER'S RECOMMENDATION:

That Council amend resolution 10.01/17 "That Council note and approve the continued support of the International Women's Day event as hosted by the female Councillors of Uralla Shire Council" by inserting 'annual' after 'continued' and before 'support' so that the resolution becomes "That Council note and approve the continued annual support of the International Women's Day event as hosted by the female Councillors of Uralla Shire Council".

BACKGROUND:

At its February 2017 meeting Council resolved as follows:

"That Council note and approve the continued support of the International Women's Day event as hosted by the female Councillors of Uralla Shire Council"

The intent of that resolution and the report which accompanied it was to provide approval to the continuation of the event on an annualised basis.

The intention of this supplementary recommendation is to amend the existing resolution to provide additional clarity.

Key Issues

- There is no budget allocated to this event as it has historically been held at no cost to Council.
- It is prudent that Council staff are provided with documentary evidence of venue insurance.
- Council staff have historically provided limited administrative assistance to female councillors for the event.
- Council is exposed to reputational risk by its association with the event.

Andrew Hopkins
General Manager

17. MOTIONS ON NOTICE

18. SCHEDULE OF COUNCIL RESOLUTIONS

SCHEDULE OF ACTIONS – RESOLUTION REGISTER as @ 13 December 2017

Key A: Action B: Being processed C: Completed

MEETING DATE	RESOLUTION NO.	REPORT TITLE AND COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
	26.06/15	<p>Uralla Local Traffic Committee That: (i) Traffic calming in Uralla's CBD- Council staff prepare a report for the next Traffic Committee</p>	DIR	March 2017	<p>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. Consultants engaged and scheduled to present preliminary findings to Traffic Committee meeting on the 6th December.</p>	B
	37.02/16	<p>Uralla Sporting Complex That the report be received and noted, and further that: The capital budget be reviewed to include all projected costs and that additional grant funding be sought to complete the construction of the Uralla Sporting Complex and that the building be delayed until adequate funding is sourced; and further that Consultation be undertaken with the Open Space and Recreation Panel on other suitable options if additional grant funding is unable to be sourced.</p>	DIR	<p>Sept 2016 Feb 2017</p>	<p>Build delayed pending available grants. Grant EOI application for \$500k grant unsuccessful.</p> <p>Consultation concluded. Construction underway with internal project management utilizing contractors. Refer to resolution 22.07/17</p>	<p>C 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
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>	MPR/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 2018 completion date)</p> <p>Lot 104 – Agreement in place 2018 completion date)</p> <p>Lot 101 – completed</p> <p>Lot 105 – completed</p> <p>November 2017: Lot 103 – no agreement with landholder has been reached as landholder is unwilling to negotiate.</p>	<p>B</p> <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
23 NOV 15	24.11/15	Bergen Road Land Acquisition and Exchange For Road Works That the Council approve for the exchange of land associated with the reconstruction of Bergen Road and authorise the General Manager to complete all documentation.	DIR/GM	May 2017	Survey plans completed. Awaiting result of other like applicants. May require new Council resolution depending on advice from Office of Local Government on other applications being processed.	B
25 July 2016	17.07/16	2.18.06.9 Gazetting of Compulsorily Acquired Land for Thunderbolts Way Realignment COUNCIL RESOLUTION: That Council: 1. Proceed with the compulsory acquisition of the Land described as Lot 1, 2, 3 and 7 in Deposited Plan 1184102 (and formerly known as Part Lots 234, 383 and 268 in Deposited Plan 755846) for the purpose of a public road realignment in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991. 2. Make an application to the Minister and the Governor for approval to acquire the Land described as Lot 1, 2, 3 and 7 in Deposited Plan 1184102 (and formerly known as Part Lots 234, 383 and 268 in Deposited Plan 755846) by compulsory process under Section 177 of the Roads Act 1993.	DIR DIR	Feb 2017	Application has been sent to Office of Local Government by solicitors (Nov 16) for approval. OLG is experiencing delays August 2017 – still with OLG November 2017: Application has been lodged with the Office of Local Government (OLG). OLG has not made progress or sought any additional information from Council. Director I&R is seeking information in respect to cause and expected length of delays from within the OLG.	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
25 July 2016	18.07/16	<p>2.18.06.10</p> <p>Gazetting of Land Acquired for approaches to new Emu Crossing Bridge</p> <p>COUNCIL RESOLUTION:</p> <p>That Council:</p> <p>1. Proceed with the compulsory acquisition of the Land described as Lot 1, 2 and 3 in Deposited Plan 1208204 (and formerly known as part of Lot 38 in Deposited Plan 753662 and part of the Crown Land described as Lot 110 in Deposited Plan 753656) for the purpose of a public road in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991.</p> <p>2. Make an application to the Minister and the Governor for approval to acquire the Land described as Lot 1, 2 and 3 in Deposited Plan 1208204 (and formerly known as part of Lot 38 in Deposited Plan 753662 and part of the Crown Land described as Lot 110 in Deposited Plan 753656) by compulsory process under Section 177 of the Roads Act 1993.</p>	DIR	Feb 17		B
			DIR		<p>Application has been sent to Office of Local Government by solicitors (Nov 16) for approval. No advice received yet.</p> <p>OLG experiencing delays</p> <p>August 2017 – still with OLG</p> <p>November 2017: Application has been lodged with the Office of Local Government (OLG). OLG has not made progress or sought any additional information from Council.</p> <p>Director I&R is seeking information in respect to cause and expected length of delays from within the OLG.</p>	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
25 July 2016	19.07/16	<p>2.18.06.11 Road Closure Request – Lot 32 DP 813093</p> <p>COUNCIL RESOLUTION: 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. Public exhibition has finished. Forwarded to Dept of Lands for processing.</p> <p>3. Future action once closure has been undertaken</p> <p>4. Future action once closure has been undertaken</p> <p>November 2017: Acknowledgement of application was received by Council on Monday 13 Nov. Department of Industry Lands is seeking further information. Council is in correspondence with relevant parties about this matter.</p>	<p>B</p> <p>A</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
25 October 2016	21.10/16	<p>2.25.10.07 Industrial Land Purchase</p> <p>COUNCILS RESOLUTION: That Council:</p> <ol style="list-style-type: none"> 1. Note the settlement of the purchase of Lot 14 DP 787477 being industrial zoned land fronting Rowan Avenue and the New England Highway, Uralla. 2. Receive a further report setting out a strategy and detailed costing for the future development and sales of the land. 	DIR/DCG		<ol style="list-style-type: none"> 1. Noted 2. Alternatives layouts and costs and associated risks presented to Council at a workshop in March 2017. Preferred consultant engaged to provide services to determine the demand, optimum subdivision design, marketing strategy and cost/benefit projection for light industrial land site. Stage ii – concept design options for subdivision underway. 	<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
28 Feb 2017	15.02/17	<p>Department: General Manager Submitted by: Andrew Hopkins Reference/Subject: Report 7 - Community Engagement</p> <p>COUNCIL RESOLUTION: That Council:</p> <p>a) Continue with the existing Community Engagement Strategy (2015) but remove reference to Strategic Community Consultative Panels.</p> <p>b) Host a minimum of three (3) Engagement functions in the 2017 calendar year.</p>	GM GM		3 engagement functions completed.	C C
28 Feb 2017	23.02/17	<p>Department: Infrastructure and Regulation Submitted by: Director Infrastructure and Regulation Reference/Subject: Report 13 - Uralla Local Traffic Committee</p> <p>COUNCIL RESOLUTION: That:</p> <p>1. The minutes of the Uralla Local Traffic Committee held on 6 December 2016 be noted by Council.</p> <p>2. 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.</p> <p>3. Council drafts a Road Closure policy for review by the LTC.</p> <p>4. 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 DIR		<p>1. Noted</p> <p>2. Pending next LTC meeting – scheduled for 6 December 2017.</p> <p>3. Under preparation</p> <p>4. Investigated by RMS and Council staff. Recommendation to be provided to the next LTC meeting.</p>	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 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>3. The residents of 21 and 23 Rowan Avenue be advised of Councils resolution.</p>	<p>DIR</p> <p>DIIR</p> <p>DIR</p>	<p>April 18</p> <p>Dec 17</p>	<p>1. Budgeted for construction in 17/18. Scheduled to be completed by April 2018. Design pending.</p> <p>2. Trash rack / screen scheduled for installation in December.</p> <p>3. Completed</p>	<p>B</p> <p>A</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
28 MARCH 2017	20.03/17	Report 12 - Uralla Shire Council Caravan Park – Land Acquisition COUNCIL RESOLUTION: That Council: 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.	DIR DIR/GM DIR DIR		1. Advice received. Will require acquisition. 2. Just terms valuation received. 3. Noted. Costs of land in excess of \$25,000. 4. Lease document prepared. Presented to the lessee. The lease is not yet executed.	C C C 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
25 July 2017	22.07/17	<p>Department: Infrastructure & Regulation Submitted by: Director Infrastructure & Regulation Reference/Subject: Report 11 - Uralla Sporting Complex</p> <p>That; Council</p> <p>(a) endorse the proposed upgrades to the Uralla Sports complex including the construction of the canteen facilities and disabled toilets and access,</p> <p>(b) provide additional seating around the perimeters of the fields and oval if residual funding is available, and</p> <p>(c) develop a plan of management for the sharing of the facilities among the user groups,</p> <p>(d) staff investigate relocation and redevelopment of the playground area.</p>	DIR		<p>a) Progressing utilizing internal project management and local contractors.</p> <p>b) Pending finalisation of construction.</p> <p>c) Pending finalisation of construction</p> <p>d) Location identified and funding requested under Stronger Country Communities Grants Program.</p>	<p>B</p> <p>A</p> <p>A</p> <p>B</p>
22 August 2017	14.08/17	<p>Department: General Manager Submitted by: General Manager</p> <p>That; Council be represented at the 2017 Local Government NSW Annual Conference by the Mayor, or his alternate delegate and the General Manager, or his alternate delegate.</p>	GM		Noted	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
22 August 2017	20.08/17	<p>Department: Infrastructure & Regulation Submitted by: Director of Infrastructure & Regulation Reference: Report 13 – Development Application 25/2017 M Smith & L Ducat That Council;</p> <p>a) Support the Clause 4.6 Development Application 25/2017 being for a variation of minimum lot size on land known as 4 Rocklea Road, Invergowrie, being Lot 13 DP 875212 under the ownership of PJ & CM Ducat subject to conditions.</p> <p>b) Request concurrence from the Director General of the NSW Office of Planning & Environment.</p> <p>c) Upon receipt of concurrence from the Director General of the NSW Office of Planning & Environment, delegate the General Manager to approve Development Application 25/2017 submitted by M Smith and L Ducat for a staged development being:</p> <ul style="list-style-type: none"> • Stage 1 - Subdivision of two lots being Lots 3 and 4 with building envelopes, and the construction of a dwelling in the E4 zoned land • Stage 2 - Subdivision of two lots being Lot 1 and 2 along the zone boundary with a building envelope on Lot 2 <p>on land known as 4 Rocklea Road, Invergowrie, being Lot 13 DP 875212 subject to the following conditions</p>				
			MTP&R	Sept 2017	a) Noted	C
			MTP&R		b) Requested from DG	C
					c) Pending	B

SCHEDULE OF ACTIONS – RESOLUTION REGISTER
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MEETING DATE	RESOLUTION NO.	REPORT TITLE AND COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
		<p>d) Amend Uralla Local Environmental Plan 2012 to:</p> <ul style="list-style-type: none"> • Alter the zone boundary on Lot 13 DP 875212 between the E4 and R5 zone to be 50 metres from the edge of the working face of the quarry, and • Amend Clause 4.1A by modifying the wording to reflect the current model clause and one that would better suit the subdivision of split zoned land circumstance and be clearer in its intent. 	MTPR		d) Stage 1 determination issued	A
22 August 2017 – Closed session	30.08/17	<p>Department: General Manager Submitted by: Andrew Hopkins Reference/Subject: Uralla Historical Society Inc. 'Raise the Roof' Project.</p> <ol style="list-style-type: none"> 1. Council rescind Part 2 of resolution 272/14. 2. Council replace Part 2 of resolution 272/14 with "Provide \$25,000 to the Uralla Historical Society Inc. as a contribution towards the replacement of the roofs to the McCrossin's Mill and the adjoining Chaff Shed. In the event that the project to replace the roofs to the McCrossin's Mill or the Chaff Shed does not physically commence within the 2017/2018 financial year Council may require the full \$25,000 to be returned". 3. The commercial in confidence content in the Report be redacted and the redacted version of the Report be included in the Minutes of the Meeting. 	GM GM GM		<ol style="list-style-type: none"> 1. Rescinded 2. We will provide funds once work commences. 3. Complete 	C 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
26 September 2017	8.09/17	Department: Community and Governance Submitted by: Trish Kirkland Reference/Subject: Report 2 - Internal Reporting (Public Interest Disclosures) Policy That;				
		1. The draft Internal Reporting Policy 2017, contained at Attachment A, be placed on public exhibition for a period of 28 days. 2. Council, subject to no submissions being received, adopt the Draft Internal Reporting Policy 2017 contained at Attachment A for inclusion in Council's Policy Register.	CG&R	9/10	1. Public Exhibition – no submissions received.	C
			CG&R	31/11	2. Noted	C
26 September 2017	11.09/17	Department: Community & Governance Submitted by: Trish Kirkland Reference/Subject: Report 5 - Report of the Audit and Risk Committee Meeting held on 29 August 2017				
		That;				
		1. Council note the minutes of the Audit and Risk Committee Meeting held on 29 August 2017 2. Council adopt the following Committee Recommendation: Report No. 7.1 Report Draft Procurement Policy Committee Recommendation 7.1.1: The Committee note the draft Procurement Policy and receive a final draft to the next Committee Meeting scheduled for 21 November 2017. 3. Council adopt the following Committee Recommendation: Report No. 7.2 Report Draft Fraud and Corruption Control Plan Committee Recommendation 7.2.1: The Committee note the draft Fraud and Corruption Policy and Control Plan and receive a final draft to the next Committee Meeting scheduled for 21 November 2017.	CFO	9/11	1. Noted 2. Final draft presented to November 2017 Committee meeting. Now distributed to staff for comment before going on public display.	C B
			CG&R	9/11	3. Status report from Audit and Risk Committee prepared for December Meeting	
26 September 2017	12.09/17	Department: Community & Governance Submitted by: Trish Kirkland Reference/Subject: Report 6 - Annual Code of Conduct Statistical Return 2017 That; The Code of Conduct Annual Statistical Report for the period 1 September 2016 to 31 August 2017 be: a) received and noted, and b) provided to the Office of Local Government by 31 December 2017.				
			DC&G	31/12	Reporting template provided by OLG early November for completion and lodgement	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
26 September 2017	25.09/17	Department: Infrastructure & Regulation Submitted by: Director Infrastructure & Regulation Reference/Subject: Report 16 - Buildings Asset Management Plan That Council: 1. Endorse the draft Buildings Asset Management Plan - July 2017 (Revision 2); 2. Publicly exhibit the draft Buildings 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 Buildings Asset Management Plan if no submissions are received.	DI&R CG&R GM	15/10	1. noted 2. On Public Exhibition, call for submissions closed 20/11/2017. No submissions received. 3. Noted	C C C
26 September 2017	30.09/17	Department: Office of the General Manager Submitted by: General Manager Reference/Subject: Report 19 - NAMOI JO – International Engagement Activity That Council; 1. Endorse Uralla Shire Council participating in the NAMOI Joint Organisation (NAMOI JO) international trade mission to China in 2018. 2. Endorse the Mayor participating in a NAMOI Joint Organisation (NAMOI JO) Mission to China in 2018. 3. Acknowledge the travel and accommodation costs associated with the Mission will be met by the NAMOI JO. 4. The Mayor to convene a group of potential business beneficiaries to advise council on perceived value adding opportunities related to commercial engagement with China.	GM	1/11	1. Complete 2. Complete 3. Complete 4. Group to be identified	C C C A
26 September 2017	37.09/17	Submitted by: Cr. Crouch Reference/Subject: Notice of Motion #1 - Bundarra Tennis Courts That; Council investigate the purchase of the Bundarra Tennis Courts from the Anglican Diocese of Armidale at a minimal price plus costs.	DI&R		Correspondence issued. Advised that the Diocese might be in a position to advise in December.	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
26 September 2017	39.09/17	<p>Department: Infrastructure and Regulation Submitted by: Terry Seymour – Director Infrastructure and Regulation Reference/Subject: Response to Questions # 1 -Response to Question from 22 August Ordinary Meeting – Cr R Bell That; Council note the response to Cr R Bell’s question from the 22 August 2017 Ordinary Meeting, and add this to Schedule of actions for regular follow-up. Please advise progress made in securing the \$800,000 announced by Hon. Barnaby Joyce in June 2016 for the upgrade of Munsie Bridge? <i>Roads and Maritime Services (RMS) have requested a Benefit Cost Ratio Analysis (BCR) be provided to conclude the Project Proposal Report (PPR) assessment along with some other minor amendments to the PPR. The BCR and amended PPR has been prepared and submitted to RMS.</i> Please advise under which funding program Council was invited to apply? <i>Funds have been allocated for this project through the 2016 Federal Election Commitments Special Grants.</i></p>	DI&R	Ongoing	Application under review by Infrastructure NSW.	B
24 October 2017	07.10/17	<p>Department: Infrastructure and Regulation Submitted by: <i>Manager Planning and Regulation</i> Reference/ Subject: Report 9 – Division Decision - Development Application 47/2017 – 5 Bay Shed – 24 McDonalds Lane, Rocky River That; Council approve Development Application 47/2017 submitted by A & D Vanden Hoogen for a 5 bay shed on land known as 24 McDonalds Lane, Rocky River, being Lot 52 DP 755846 subject to the following conditions below and a further condition that the shed be set back 5m from the boundary. (Conditions as contained in the minutes – Page No.5).</p>	MPD	29.11.17	Superseded by resolution 12.11/17. <u>Determination issued.</u>	B

SCHEDULE OF ACTIONS – RESOLUTION REGISTER						
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MEETING DATE	RESOLUTION NO.	REPORT TITLE AND COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
24 October 2017	14.10/17	<p>Department: Community and Governance Submitted by: Trish Kirkland Reference/Subject: Report 4 -Tabling of Disclosure of Interest Returns That;</p> <p>1. Council note the tabling of the Disclosure of Interests Returns as required by Section 450A of the Local Government Act 1993 2. The Office of Local Government be advised that one designated person (employee) failed to lodge their return due to being on extended leave.</p>	CG&R	31/11	<p>1. Noted</p> <p>2. Letter to be prepared</p>	<p>C</p> <p>A</p>
24 October 2017	17.10/17	<p>Department: Community & Governance Submitted by: Kim-Trieste Hastings Reference/Subject: Report 7 - Community Grant Applications Round 1 August 2017 That;</p> <p>Council approve the Community Grants, for round one of the 2017/18 funding allocation to the following applicants in accordance with the General Grant Conditions and any special conditions identified in Table 3 of this Report:</p> <p style="padding-left: 40px;">K. Charnas - \$300 Uralla Pre-school - \$3,000</p>	CD&T	16/11	Letters of Offer and General Grant Conditions sent to successful applicants. Grant funding provided	C
24 October 2017	25.10/17	<p>Department: General Manager Submitted by: Andrew Hopkins Reference/Subject: Report 1 LATE REPORT - Final Engagement Activity 2017 That;</p> <p>Council conduct an afternoon drinks and nibbles engagement activity from 4:30pm-6:30pm on 21 November with primary producers.</p>	GM	29/11	Engagement event held at Whyworry Wines	C
28 November 2017	12.11/17	<p>Department: Infrastructure and Regulation Submitted by: Manager Planning and Regulation Reference/Subject: Report 10 -DIVISION DECISION - Development Application 47/2017 – 5 Bay Shed – 24 McDonalds Lane Uralla</p> <p>That;</p> <p>Council, under the provisions of Section 96 of the Environmental Planning and Assessment Act, resolve to delete condition 4 of Development Application Determination 47/2017 requiring a minimum five metre boundary setback and issue a new Development Application Determination with the following conditions: (Conditions as contained in the minutes – Page No.12).</p>	MPR	Dec 17	Decision communicated to applicant. <u>Determination issued.</u>	C

SCHEDULE OF ACTIONS – RESOLUTION REGISTER						
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MEETING DATE	RESOLUTION NO.	REPORT TITLE AND COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
28 November 2017	13.11/17	That; That Council review its development control plans to consider set backs and other issues for RU2 & RU1 zoning.	MPR	July 2018	DCP review commenced.	
28 November 2017	14.11/17	Department: Infrastructure and Regulation Submitted by: Manager Planning and Regulation Reference/Subject: Report 11 - DIVISION DECISION - Development Application 52/2017 – 5 Bay Shed – 166 Kingstown Road, Uralla That; 1. Council approve Development Application 52/2017 submitted by R and J Blair for a 5 bay shed on land known as 166 Kingstown Road, Uralla, being Lot 2 DP 844418 subject to the following conditions of consent: 2. The proposed shed must be constructed of low reflective, factory pre-coloured materials. Conditions as contained in the minutes – Page No.23).	MPR	Dec 17	Decision communicated to applicant. Determination issued.	C
28 November 2017	21.11/17	Department: Infrastructure and Regulation Submitted by: Manager Planning and Regulation Reference/Subject: Report 12 - DIVISION DECISION - Development Application 50/2017 – 2 lot subdivision – 1301 Bundarra Road, Invergowrie That; Council approve Development Application 50/2017 submitted by R and S Andersen for a 2 lot subdivision on land known as 1301 Bundarra Road, Invergowrie, being Lot 4 DP 249071, subject to the following conditions of consent: (Conditions as contained in the minutes – Page No.37).	MPR	Dec 2017	Decision communicated to applicant. Determination issued.	
28 November 2017	30.11/17	Department: Community and Governance Submitted by: Community Development and Tourism Coordinator Reference/Subject: Report 13 - Community Grant for Council Fees under S356 That; 1. Council give public notice for 28 days of the proposed \$40.00 section 356 donation, from the budgeted Community Grants Program, to Grace Munroe Aged Care Auxiliary. 2. Council, subject to receiving no objections during the 28-day public notice period, contribute \$40.00 in financial assistance to Grace Munroe Aged Care Auxiliary.	CG&R		On public exhibition	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 November 2017	33.11/17	Department: General Manager’s Office Submitted by: General Manager Reference/Subject: Report 14 - GM Performance Review Panel That; Council determine Councillor R Bell will fill the vacancy on the General Manager’s Performance Review Panel for the period of Cr Strutt’s tenure as the Deputy Mayor.	GM	28/11/17		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 November 2017	38.11/17	<p>Department: Community and Governance Submitted by: Community Development and Tourism Coordinator Director Community and Governance Reference/Subject: Report 18 - Report of the Visitor Information Centre Improvement Project Reference Group</p> <p>That; Council note and commit to progressing the recommendations provided in this report from the Visitor Information Centre Improvement Project Reference Group and receive a timeline and estimated budget for items 1, 2 & 3 below for;</p> <ol style="list-style-type: none"> 1. Establishing the necessary approvals, progressing concept designs, establishing estimated implementation costs, and receiving a further report for: <ol style="list-style-type: none"> b. Improving the interior design and exterior visual aspects of the Visitor Information Centre facilities and associated external signage by engaging an appropriate consultant to provide a concept design to: <ol style="list-style-type: none"> i. Integrate the current vacant space into the visitor services area; ii. Open up the interior spaces including removal of unnecessary internal walls; iii. Provide flexible interior spaces to accommodate retail, static and “pop-up” promotional displays and activities; iv. Upgrade the kitchen for compliance to operate as fully self-contained, separately secured (with roller-door or similar) and suitable for casual rental for “pop-up” and other operator promotions; v. Improve the appearance from the street including signage and refresh the exterior; vi. Improve the outside connection at the rear to Porter Park and the library. 2. Establishing the requirements, options, implementation costs, and receiving a further report for: <ol style="list-style-type: none"> a. Better alignment of the Visitor Information Centre offerings with the Shire’s tourism assets by engaging an appropriate consultant(s) for: 	DC&G		Timeline and estimated budget to be determined	A

		<ul style="list-style-type: none"> i. Developing digital materials (displays, mobile technology, website, etc) to complement and enhance paper based materials; ii. Creating digital and physical interactive experiences that showcase the Shire’s tourism assets; iii. Establishing and providing flexible, static, mobile and retail displays units, wall hanging systems, and shelving options; iv. Developing a Uralla Shire specific tourist guide and self-drive guides; v. Establishing free Wi-Fi service to the interior and exterior of the Centre; vi. Improving stock control and point of sale systems and technology. <p>3. Establishing the requirements and implementation costs and receiving a further report for:</p> <ul style="list-style-type: none"> a. Development of guidelines for producer and operator access to the Visitor Information Centre in consultation with Council’s legal advisors as maybe required for: <ul style="list-style-type: none"> i. offering products for retail sales and/or static promotional display, and “pop up” promotional activities; ii. casual rental and operation of the self-contained kitchen for “pop-up” and promotional activities. b. Realigning visitor information centre operations and resources by engaging appropriate consultants as required to: <ul style="list-style-type: none"> i. Increase volunteer participation and development (including the mandatory training for Responsible Service of Alcohol) to provide quality visitor services. ii. Promote Uralla Shire’s producers and artisans by: <ul style="list-style-type: none"> • Retaining Council’s liquor license; • Selling and promoting local products and produce via static and retail displays; • Managing access for “pop up” promotional activities and casual rental and operations of the self-contained kitchen. 				
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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 November 2017	41.11/17	Department: Corporate Services Submitted by: Payroll-Revenue Coordinator Reference/Subject: Report 19 – Uralla Historical Society Rates That; Council lay the report on the table, pending further information.	CFO	29/11/17	Additional information being reviewed to ascertain if special conditions were placed on the rating of the block following subdivision.	B
28 November 2017	44.11/17	Department: General Manager’s Office Submitted by: Senior Executive Officer Reference/Subject: Report 20 - St Joseph’s Catholic School, Uralla, Before and After Hours School Care Service That; Council commends the schools for progressing the Before & After Hours School Care Service and encourages St Joseph’s continue liaison with Transport for NSW, Department of Education and school bus providers to finalise transportation arrangements for this valued community service.	GM	28/11/17		C
28 November 2017	48.11/17	Submitted by: Cr Tara Toomey Reference/Subject: Uralla Swimming Pool That; 1. Council set the fee for the Uralla Swimming Pool for 2017/2018 season to \$2 for children and \$3 for adults, additionally that the sliding scale of discounted ticket books be offered at a rate of 20% for a book of 10, 30% for a book of 20 and 40% for a book of 50, off the entry price and place on public exhibition for 28 days. 2. Council adopt the new swimming pool entry fees for children at \$2 and adults at \$3, additionally that the sliding scale of discounted ticket books be offered at a rate of 20% for a book of 10, 30% for a book of 20 and 40% for a book of 50, off the entry price and place on public exhibition for 28 days, subject to no objections or unsupportive submissions being received during the public exhibition period. 3. Maintenance and repair funding be considered for 2018/19 budget preparation. 4. Seeking expressions of interest for street art on the exterior and/or interior.	CFO/CG&R CFO/CG&R CFO DI&R	28/11/17 28/11/17 29/11/17 March 2017	Item noted for consideration during preparation of 2018/19 budget Pending	B 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 November 2017	51.11/17	Department: Finance Submitted by: Chief Financial Officer Reference/Subject: Report 1 LATE REPORT 2017/18 – 1st Quarter Budget Review Statements				
		That;				
		1. The first quarter budget review summary for the 2017/18 financial year be received and noted; and 2. The adjustments to budget allocations, including transfers to and from reserves, be adopted; 3. Expenditure to be revoked from 2016/17 be adopted;	CFO	28/11/17	Noted	C
			CFO	7/12/17	Adjustments to be processed	B
			CFO	29/11/17	Noted in relevant documents	C
28 November 2017	53.11/17	Department: Department of Infrastructure and Planning Submitted by: Manager Waste, Water and Sewer Services Reference/Subject: Report 1 – Confidential - Request for relief from water charges as per Water and Sewer Charges Refund Policy				
		That; As per the Water and Sewer Charges Refund Policy, Council grant relief from water charges and associated interest for assessment number for property identified in the report from \$3,356.05 to \$507.30, for the reason of Exceptional Financial Circumstances.	DI&R	Dec 17	Advice provided to applicant	C
28 November 2017	54.11/17	Department: Department of Infrastructure and Planning Submitted by: Manager Waste, Water and Sewer Services Reference/Subject: Report 2 - Request for relief from water charges as per Water and Sewer Charges Refund Policy				
		That; As per the Water and Sewer Charges Refund Policy, Council grant relief from water charges and associated interest for the assessment number for the property identified in the report, from \$3,330.00 to \$464.55, for the reason of Exceptional Financial Circumstances.	DI&R		Advice provided to applicant	C

19. RESPONSES TO QUESTIONS FROM PREVIOUS MEETING

There are no responses to Questions from the previous Meeting

20. QUESTIONS FOR NEXT MEETING

Questions will be received at the Meeting.

21. CONFIDENTIAL BUSINESS

There are no Confidential Business Items.

END OF BUSINESS PAPER