



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

22 May 2018

Andrew Hopkins
GENERAL MANAGER



Uralla Shire Council
Council Business Paper – 22 May 2018

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- BUSINESS AGENDA -
Ordinary Meeting of Council
22 May 2018 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**
- 13. Deputations**
- 14. Written Reports from Delegates**
- 15. Mayoral Minute**
- 16. Reports to Council**
 - Report 1 - Cash at Bank and Investments
 - Report 2 - 2017/18 – 3rd Quarter Budget Review Statements
 - Report 3 - Remuneration for Councillors and the Mayor 2018-19
 - Report 4 - Development approvals and refusals for April 2018
 - Report 5 - Works Progress Report as at 30 April 2018
 - Report 6 - Heritage Advisory Services Summary for May 2018
 - Report 7 - Crown roads – Proposal to transfer Crown Roads to Council
 - Report 8 - Division Decision – Development Application 14/2018 – C Hull
 - Report 9 - Community Grants Program – Request to Change Special Condition
 - Report 10 - Visitor Information Centre & Library Monthly Report
 - Report 11 - Z-Net Partnership – Presence in the Library
 - Report 12 - Audit and Risk committee – Independent Member
 - Report 13 - Public Exhibition of draft Delivery program 2017-21 and Operational Plan 2018-19
- 17. Motions on Notice**
- 18. Schedule of Actions as at 15 May 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 22 May 2018 Meeting of Council:

- Ordinary Meeting of Council held 24 April 2018 (copy enclosed)



ORDINARY MEETING OF COUNCIL

Held at 12:30pm
24 April 2018

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 S Paul, Chief Financial Officer
Minute Clerk

MINUTES

Minutes of the Uralla Shire Council at an Ordinary Meeting
held at 12:30pm on 24 April 2018

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The Meeting Commenced at: 12:31pm

ATTENDANCE

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

1. OPENING & WELCOME

2. PRAYER

3. ACKNOWLEDGEMENT TO COUNTRY

4. APOLOGIES

The Chair advised receipt of an apology from Director Community & Governance, Trish Kirkland.

MOTION (Crs M Dusting /K Ward)

That;

Council accept the apology from Director Community & Governance for the ordinary meeting held 24 April 2018.

1.04/18 CARRIED

5. REQUESTS FOR LEAVE OF ABSENCE

The Chair advised receipt of a request for Leave of Absence from Cr R Bell, for the period of 1 month.

MOTION (Crs K Ward /M Dusting)

That;

Council accept the Leave of Absence from Cr R Bell for a period during May and June 2018.

2.04/18 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 24 April 2018 Meeting.

COUNCILLOR	ITEM OR REPORT NUMBER	PECUNIARY OR NON-PECUNIARY INTEREST	NATURE OF INTEREST
K Ward	Report 15	Non Pecuniary	Close association with one of the applicants
B Crouch	Report 14	Non Pecuniary	Neighbour for DA-69-2017 & DA-18-2018
M Dusting	Report 11	Non Pecuniary	Councillor lives in John Street

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7. CONFIRMATION OF MINUTES

Minutes to be confirmed or received and noted at the 24 April 2018 Meeting:

- Minutes of Ordinary Meeting held 27 March 2018 (to be confirmed)
- Minutes of Extraordinary Meeting held 10 April 2018 (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 B Crouch /I Strutt)

That;

Council adopt the Minutes, as a true and correct record of the Ordinary Meeting held 27 March 2018.

3.04/18 CARRIED

AMENDMENTS

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

There were no amendments requested by Councillors.

MOTION (Crs I Strutt /M Dusting)

That;

Council adopt the Minutes, as a true and correct record of the Extraordinary Meeting held 10 April 2018.

4.04/18 CARRIED

8. ANNOUNCEMENTS

The Chair advised there were no announcements.

9. TABLING OF REPORTS & PETITIONS

The Chair referred Councillors to the tabled reports and petitions.

Tabled reports and petitions:

- Petition for hard surfacing Barloo Road, Invergowrie.

PROCEDURAL MOTION (Crs T Toomey /B Crouch)

To move to Committee of the Whole

5.04/18 CARRIED

Councillors held a detailed discussion in committee regarding the acknowledgement of the petition.

PROCEDURAL MOTION (Crs B Crouch /L Sampson)

To resume Standing Orders

6.04/18 CARRIED

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

MOTION (Crs I Strutt /K Ward)

That;

1. Council receive and note the petition relating to Barloo Rd, Invergowrie.
2. The General Manager to review the request and make recommendations to council within 3 months.

7.04/18 CARRIED

- Petition for Primitive Camping at The Glen.

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**PROCEDURAL MOTION (Crs K Ward /M Dusting)
To move to Committee of the Whole**

8.04/18 CARRIED

Councillors held a detailed discussion in committee regarding the acknowledgement of the petition.

**PROCEDURAL MOTION (Crs B Crouch /I Strutt)
To resume Standing Orders**

9.04/18 CARRIED

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

MOTION (Crs R Bell /T Toomey)

That;

1. Council receive and note the petition relating to Primitive Camping at The Glen.
2. The General Manager to review the request and make recommendations to council within 3 months.

10.04/18 CARRIED

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.

Confidential Reports to Council:

- General Managers Mid Term Performance Review
- Replacement of Bundarra Maintenance Grader
- Replacement of a 9 Ton Tipper

**PROCEDURAL MOTION (Crs I Strutt /N Ledger)
To refer Agenda Items for hearing in Closed Session**

That;

The confidential items of business be heard in closed session of Council, under Section 21 of the Meeting Agenda.

- Confidential Report 1 – General Managers Mid Term Performance Review
- Confidential Report 2 – Replacement of Bundarra Maintenance Grader
- Confidential Report 3 – Replacement of a 9 Ton Tipper

11.04/18 CARRIED

11. URGENT SUPPLEMENTARY & LATE ITEMS OF BUSINESS

The Chair referred Councillors to the urgent, supplementary and/or late items of business recommended for addition to the published Meeting Agenda.

Late Reports to Council:

- Planning Proposal 8 – Amendment of Land Classification
- Industrial Land Subdivision

**PROCEDURAL MOTION (Crs K Ward /M Dusting)
To hear Late Items of Business as additions to the Meeting Agenda.**

That;

The late items of business be heard following Report 16 in the Meeting Agenda as;

- Late Report 1 – Planning Proposal 8 – Amendment of Land Classification
- Late Report 2 – Industrial Land Subdivision

12.04/18 CARRIED

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12. PRESENTATIONS

The Chair advised there were no presentations.

13. DEPUTATIONS

There were no deputations registered for the 24 April 2018 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:		24 April 2018
DATE	COMMITTEE/MEETING/EVENT	LOCATION
27/03/18	Council meeting	Uralla
27/03/18	Council workshop	Uralla
10/04/18	Council workshop	Uralla
10/04/18	Extraordinary Council meeting	Uralla
17/04/18	NEWA county council meeting	Uralla

COUNCILLOR NAME:		Bob Crouch
COUNCIL MEETING DATE:		24 April 2018
DATE	COMMITTEE/MEETING/EVENT	LOCATION
03/04/18	Business Engagement Event	Uralla
10/04/18	Audit, Risk and Improvement Committee	Uralla
10/04/18	Extraordinary meeting	Uralla
20/04/18	Youth week morning tea	Uralla
24/04/18	Council meeting	Uralla

COUNCILLOR NAME:		Levi Sampson
COUNCIL MEETING DATE:		24 April 2018
DATE	COMMITTEE/MEETING/EVENT	LOCATION
03/04/18	Business Engagement Event	Uralla
10/04/18	Strategic planning workshop	Uralla
10/04/18	Extraordinary meeting	Uralla
24/04/18	Council meeting	Uralla

COUNCILLOR NAME:		Natasha Ledger
COUNCIL MEETING DATE:		24 April 2018
DATE	COMMITTEE/MEETING/EVENT	LOCATION
10/04/18	Strategic planning workshop	Uralla
24/04/18	Council meeting	Uralla

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COUNCILLOR NAME:		Robert Bell
COUNCIL MEETING DATE:		24 April 2018
DATE	COMMITTEE/MEETING/EVENT	LOCATION
10/04/18	Strategic Planning workshop	Council
10/04/18	Extraordinary council meeting	Council
20/04/18	Youth week forum	Memorial Hall
03/04/18	Business Engagement Event	New England Brewery

COUNCILLOR NAME:		Kevin Ward
COUNCIL MEETING DATE:		24 April 2018
DATE	COMMITTEE/MEETING/EVENT	LOCATION
24/04/18	Council Meeting	Chambers

COUNCILLOR NAME:		Isabel Strutt
COUNCIL MEETING DATE:		24 April 2018
DATE	COMMITTEE/MEETING/EVENT	LOCATION
03/04/18	Engagement with the Bridge Street businesses	Uralla
04/04/18	Seniors Festival Mayor's Morning Tea at Council Chambers	Uralla
10/04/18	Strategic Planning Meeting Extraordinary Council Meeting Audit, Risk and Improvement Committee meeting (Observer)	Uralla
11/04/18	Mayor's Morning Tea at McMaugh Gardens	Uralla
20/04/18	Youth Week Youth Morning Tea	Uralla
24/04/18	Council Meeting	Uralla

COUNCILLOR NAME:		Tara Toomey
COUNCIL MEETING DATE:		24 April 2018
DATE	COMMITTEE/MEETING/EVENT	LOCATION
10/04/18	Strategic Workshop	Chambers
10/04/18	Extraordinary Council meeting	Uralla
03/04/18	Engagement Event	Uralla
24/04/18	Council meeting	Chambers

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COUNCILLOR NAME:		Michael Pearce
COUNCIL MEETING DATE:		24 April 2018
DATE	COMMITTEE/MEETING/EVENT	LOCATION
29/3/18	Mayor's Office- Admin. Attend RFS De-brief re recent Bonney Fire, Bundarra	Uralla Armidale RFS
31/3/18	Bundarra Central School celebrating 150 years in education.	Bundarra
3/4/18	Mayor's Office- Admin. Community Engagement with Business owners in the town CBD area.	Uralla.
4/4/18	2AD interview. Morning tea with Senior Citizens – Seniors Festival.	Uralla
5/4/18	NAMOI Unlimited Board meeting	Walcha.
6/4/18	UNE Graduation	Armidale
7/4/18	UNE Graduation	Armidale
8/4/18	RFS New England zone Medal Presentation and Long Service Awards.	Armidale
9/4/18	Mayor's Office - Admin	Uralla
10/4/18	Councillors Workshop. Extra-Ordinary Council meeting.	Uralla
11/4/18	Mayor's Office- Admin. Morning tea – McMaugh Gardens – Seniors Festival.	Uralla
12/4/18	Mayor's Office - Admin	Uralla
13/4/18	UNE Graduation Assist Canteen – Friends of McMaugh Gardens at Thunderbolt Rodeo	Armidale. Uralla
14/4/18	UNE Graduation	Armidale
16/4/18	Mayor's Office - Admin	Uralla
17/4/18	Mayor's Office - Admin	Uralla
18/4/18	2AD Radio interview. Mayor's Office - Admin	Uralla.
19/4/18	Mayor's Office - Admin	Uralla.
20/4/18	Youth week – Morning tea with Mayor and Councillors.	Uralla
22/4/18	St Marks Anglican Church.	Kentucky
23/4/18	Mayor's Office - Admin	Uralla
24/4/18	Mayor's Office – Admin. April Council meeting.	Uralla

15. MAYORAL MINUTE

Submitted by: Mayor, Cr M Pearce
Reference/Subject: Trip to China

MAYOR'S RECOMMENDATION:

That;
The Mayoral Minute be received and noted.

MOTION (Crs B Crouch /I Strutt)

That;
The Mayoral Minute be received and noted.

13.04/18 CARRIED

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16. REPORTS TO COUNCIL (Scheduled Reports)

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

OFFICER'S RECOMMENDATION:

That;

Council note the cash position as at 31 March, 2018 consisting of cash and overnight funds of \$1,965,037, term deposits of \$12,350,000 totalling \$14,315,037 of readily convertible funds.

MOTION (Crs N Ledger / L Sampson)

That;

Council note the cash position as at 31 March, 2018 consisting of cash and overnight funds of \$1,965,037, term deposits of \$12,350,000 totalling \$14,315,037 of readily convertible funds.

14.04/18 CARRIED

Department: Community and Governance
Submitted by: Acting Community Development and Tourism Coordinator
Reference/Subject: Report 2 - 2018 Bush Bursary/Country Women's Association Scholarship Program

OFFICER'S RECOMMENDATION:

That;

1. Council not participate / participate in the Bush Bursary, CWA Scholarship Program 2018.
2. Council allocate \$4,600 into the 2018/19 Operational Plan and Budget. {delete if not participating}.

PROCEDURAL MOTION (Crs K Ward / N Ledger)

To move to Committee of the Whole

15.04/18 CARRIED

Councillors held a detailed discussion in committee regarding the oversight of the student.

PROCEDURAL MOTION (Crs K Ward /T Toomey)

To resume Standing Orders

16.04/18 CARRIED

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

MOTION (Crs K Ward /T Toomey)

That;

1. Conditional upon the student residing in Uralla Shire for the term of their placement, Council participate in the Bush Bursary, CWA Scholarship Program 2018.
2. Council allocate \$4,600 into the 2018/19 Operational Plan and Budget.

17.04/18 CARRIED

Cr M Dusting left the meeting at 02.01pm.

Cr Dusting absent at time of voting

Cr Dusting returned to the meeting at 02:04pm.

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Department: Community and Governance
Submitted by: *Acting Community Development and Tourism Coordinator*
Reference/Subject: Report 3 - Monthly Report - Visitor Information Centre and Library

OFFICER'S RECOMMENDATION:

That;
Council receive and note the report.

MOTION (Crs T Toomey / L Sampson)

That;
Council receive and note the report.

18.04/18 CARRIED

Department: Community & Governance
Submitted by: *Risk Management and Safety Officer*
Reference/Subject: Report 4 - Report of the Audit, Risk and Improvement Committee Meeting held on 10 April 2018

OFFICER'S RECOMMENDATION:

1. That Council note the minutes of the Audit, Risk and Improvement Committee Meeting held on 10 April 2018, Attachment A.
2. Report No. 2 Chair's Review of Committee Performance.
Committee Recommendation 2.1:
That Council receive and note the Audit, Risk and Improvement Committee Chair's Review of Committee Performance Report [Attachment B].
3. Report No. 3 Policy Risk Management 2018.
Committee Recommendation 3.1:
That Council:
 - a. *place the draft Policy: Risk Management 2018, as amended by the Committee, on public exhibition for a period of 28 days [Attachment C].*
 - b. *adopt the draft Policy: Risk Management 2018 to replace the Risk Management Policy adopted in 2014, subject to no public submissions being received.*
4. Report No. 4 2018 Internal Audit Program
Committee Recommendation 4.1:
That Council receive and note the:
 - a. *Charter: Internal Audit 2018, as modified by the Committee [Attachment D].*
 - b. *2018 Internal Audit Program, as modified by the Committee [Attachment E].*
5. Report No. 5 Committee Annual Program
Committee Recommendation 5.1:
That Council receive and note the 2018 Annual Committee Program, as modified by the Committee [Attachment F].
6. Report No. 6 Policy: Fraud and Corruption Control 2018 and Strategy: Fraud and Corruption Control 2018.
Committee Recommendation 6.1:
 - a. *That Council:*
 - i. *place the draft Policy: Fraud and Corruption Prevention 2018 on public exhibition for a period of 28 days [Attachment G].*
 - ii. *adopt the Policy: Fraud and Corruption Prevention Policy 2018, subject to no public submissions being received.*

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- b. *That Council adopt the Strategy: Fraud and Corruption Control 2018, as modified by the Committee, and note the financial implications for its implementation [Attachment H].*

**7. Report No. 7 Risk Management Action Plan 2017-18
Committee Recommendation 7.1:**

That Council:

- a. *receive and note the four improvement actions plans (footpaths, trees and tree roots, signs as remote supervision, and stormwater management) resulting from Council's insurer's 'Continual Improvement Pathway Workbooks' used to self-assess the integrity of Council's existing systems [Attachment I].*
- b. *refer the four improvement action plans (footpaths, trees and tree roots, signs as remote supervision, and stormwater management) to the Director Infrastructure and Regulation for consideration as to funding and resourcing for implementation as part of the 2018/19 Operational Plan and Budget preparation process.*

MOTION (Crs B Crouch /N Ledger)

That;

- 1. That Council note the minutes of the Audit, Risk and Improvement Committee Meeting held on 10 April 2018, Attachment A.**

- 2. Report No. 2 Chair's Review of Committee Performance.
Committee Recommendation 2.1:**

That Council receive and note the Audit, Risk and Improvement Committee Chair's Review of Committee Performance Report [Attachment B].

- 3. Report No. 3 Policy Risk Management 2018.
Committee Recommendation 3.1:**

That Council:

- a. *place the draft Policy: Risk Management 2018, as amended by the Committee, on public exhibition for a period of 28 days [Attachment C].*
- b. *adopt the draft Policy: Risk Management 2018 to replace the Risk Management Policy adopted in 2014, subject to no public submissions being received.*

- 4. Report No. 4 2018 Internal Audit Program
Committee Recommendation 4.1:**

That Council receive and note the:

- a. *Charter: Internal Audit 2018, as modified by the Committee [Attachment D].*
- b. *2018 Internal Audit Program, as modified by the Committee [Attachment E].*

- 5. Report No. 5 Committee Annual Program
Committee Recommendation 5.1:**

That Council receive and note the 2018 Annual Committee Program, as modified by the Committee [Attachment F].

- 6. Report No. 6 Policy: Fraud and Corruption Control 2018 and Strategy: Fraud and Corruption Control 2018.
Committee Recommendation 6.1:**

a. *That Council:*

- i. *place the draft Policy: Fraud and Corruption Prevention 2018 on public exhibition for a period of 28 days [Attachment G].*
- ii. *adopt the Policy: Fraud and Corruption Prevention Policy 2018, subject to no public submissions being received.*

- b. *That Council adopt the Strategy: Fraud and Corruption Control 2018, as modified by the Committee, and note the financial implications for its implementation [Attachment H].*

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7. Report No. 7 Risk Management Action Plan 2017-18
Committee Recommendation 7.1:

That Council:

- a. *receive and note the four improvement actions plans (footpaths, trees and tree roots, signs as remote supervision, and stormwater management) resulting from Council's insurer's 'Continual Improvement Pathway Workbooks' used to self-assess the integrity of Council's existing systems [Attachment I].*
- b. *refer the four improvement action plans (footpaths, trees and tree roots, signs as remote supervision, and stormwater management) to the Director Infrastructure and Regulation for consideration as to funding and resourcing for implementation as part of the 2018/19 Operational Plan and Budget preparation process.*

19.04/18 CARRIED

Department: Community and Governance
Submitted by: Coordinator Governance and Risk
Reference/Subject: Report 5 - Constitution: Uralla Township and Environs Committee 2018

OFFICER'S RECOMMENDATION:

That;

Council adopt the Constitution: Uralla Township and Environs Committee 2018, contained at Attachment A.

PROCEDURAL MOTION (Crs B Crouch /M Dusting)
To move to Committee of the Whole

20.04/18 CARRIED

Councillors held a detailed discussion in committee regarding the constitution.

Cr Sampson left the meeting at 02:14pm.

Cr Sampson returned to the meeting at 02:16pm.

PROCEDURAL MOTION (Crs R Bell /L Sampson)
To resume Standing Orders

21.04/18 CARRIED

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

MOTION (Crs M Dusting /L Sampson)

That;

Council adopt the Constitution: Uralla Township and Environs Committee 2018, contained at Attachment A, but alter section 3.1 to include "Any other matters deemed relevant by Council."

22.04/18 CARRIED

Meeting adjournment (2.34pm til 2.40pm)

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PROCEDURAL MOTION (Crs R Bell /K Ward)

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 24 April 2018 meeting are received by Council under Section 10A (2 a) 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

(2) The matters and information are the following:

(a) personnel matters concerning particular individuals (other than councillors),

23.0/17 CARRIED

Department: Community and Governance
Submitted by: *Coordinator Governance and Risk*
Reference/Subject: Report 6 - Appointment of Community Members and Councillor Representatives to Uralla Township and Environs Committee

OFFICER'S RECOMMENDATION:

That Council appoint:

1. The nominees listed below to the Uralla Township and Environs Committee:
 - a. _____
2. _____ as the Chairperson of the Uralla Township and Environs Committee in accordance with section 7.1 of the Constitution.
3. Councillors _____ and _____ as Councillor representatives to the Uralla Township and Environs Committee to 30 September 2018, in line with the annual review and appointment of Councillor representatives and delegates.

Councillors held detailed discussions about nominations received and conducted a formal vote to determine the membership of the committee.

That Council:

1. Appoint the nominees listed below to the Uralla Township and Environs Committee:
 - a. Mr Colin Hull, Mr John Kurko, Mr Kent Mayo, Mr Carl Merten, Mr Shaun Platford, Ms Fay Porter, Mrs Noelene Porter, Mr James Sinclair, Mr Phillip Smith, Mr Louis Van Eckert, Dr Ariella Van Luyn, Miss Andrea Wallace.
2. Appoint Mr Kent Mayo as the Chairperson of the Uralla Township and Environs Committee in accordance with section 7.1 of the Constitution.
3. Appoint Councillors Clr L Sampson and Clr I Strutt as Councillor representatives to the Uralla Township and Environs Committee to 30 September 2018, in line with the annual review and appointment of Councillor representatives and delegates.
4. Instruct the committee to hold its first meeting prior to 30 June 2018.

24.04/18 CARRIED

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PROCEDURAL MOTION (Crs M Dusting /N Ledger)

To return to Open Session of Council

That;

Council move back to Open Session

25.04/18 CARRIED

PROCEDURAL MOTION (Crs M Dusting / L Sampson)

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

26.04/18 CARRIED

Department: Community and Governance

Submitted by: *Coordinator Governance and Risk*

Reference/Subject: Report 7 - 2017/18 Operational Plan – Progress Report at 31 March 2018

OFFICER'S RECOMMENDATION:

That;

Council receive and note the 2017/18 Operational Plan Progress Report at 31 March 2018.

PROCEDURAL MOTION (Crs R Bell /K Ward)

To move to Committee of the Whole

27.04/18 CARRIED

Councillors held a detailed discussion in committee regarding the details in the Operational Plan Progress Report.

Cr Sampson left the meeting at 03:42pm.

Cr Sampson returned to the meeting at 03:43pm.

PROCEDURAL MOTION (Crs M Dusting /B Crouch)

To resume Standing Orders

28.04/18 CARRIED

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

MOTION (Crs T Toomey /B Crouch)

That;

Council receive and note the 2017/18 Operational Plan Progress Report at 31 March 2018.

29.04/18 CARRIED

Department: Community and Governance

Submitted by: *Director Community and Governance*

Reference/Subject: Report 8 - Visitor Information Centre - Improvement Project Funding Request

OFFICER'S RECOMMENDATION:

That;

Council vote \$10,000 to the Tourism Budget Program account 03920.0350.603 Sundry Expenses and reduce the Visitor Information Centre Internal Restricted Funds by \$10,000 to enable the engagement of a suitably qualified consultant to provide options, estimated costs and timeframes to better align the Visitor Information Centre offerings with the Shire's tourism assets in accordance with Council resolution 38.11/17, part 2.

PROCEDURAL MOTION (Crs T Toomey /B Crouch)

To move to Committee of the Whole

30.04/18 CARRIED

Minutes of the Uralla Shire Council at an Ordinary Meeting
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Resolution
Number

Councillors held a detailed discussion in committee regarding the options for a consultant.

**PROCEDURAL MOTION (Crs K Ward /B Crouch)
To resume Standing Orders**

31.04/18 CARRIED

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

MOTION (Crs T Toomey /R Bell)

That Council :

1. Authorise the General Manager to reinstate the Visitor Information Project Reference Group to work with staff and council consultants to progress the recommendations in parts 1, 2 & 3 of Council resolution 38.11/17 and ;
2. Council vote \$10,000 to the Tourism Budget Program account 03920.0350.603 Sundry Expenses and reduce the Visitor Information Centre Internal Restricted Funds by \$10,000 to enable the engagement of a suitably qualified consultant to provide options, estimated costs and timeframes to better align the Visitor Information Centre offerings with the Shire's tourism assets in accordance with Council resolution 38.11/17, part 2.
3. Receive a report on the outcome of this work at September 2018 meeting, including timeframes and costings for the implementation of any further work

32.04/18 CARRIED

Cr Ledger requested that her vote against the motion be recorded.

Department: Infrastructure & Regulation
Submitted by: *Director Infrastructure & Regulation*
Reference/Subject: Report 9 - Works Progress Report as at 31 March 2018

OFFICER'S RECOMMENDATION:

That;

The report be received and noted for the works completed or progressed during March 2018, and works programmed for April 2018.

MOTION (Crs R Bell /M Dusting)

That;

The report be received and noted for the works completed or progressed during March 2018, and works programmed for April 2018.

33.04/18 CARRIED

Department: Infrastructure & Regulation
Submitted by: *Manager Waste, Water and Sewer Services*
Reference/Subject: Report 10 - Bundarra Sewer Scheme Second Quarterly Report January – March 2018

OFFICER'S RECOMMENDATION:

That;

The January – March 2017 Bundarra Sewer Scheme progress report be received and noted by Council.

PROCEDURAL MOTION (Crs R Bell /K Ward)

To move to Committee of the Whole

34.04/18 CARRIED

Minutes of the Uralla Shire Council at an Ordinary Meeting
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Councillors held a detailed discussion in committee regarding the start dates of individual assessments.

Cr Sampson left the meeting at 04:33pm.

Cr Sampson returned to the meeting at 04:35pm.

**PROCEDURAL MOTION (Crs M Dusting /B Crouch)
To resume Standing Orders**

35.04/18 CARRIED

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

MOTION (Crs R Bell /M Dusting)

That;

1. The January – March 2017 Bundarra Sewer Scheme progress report be received and noted by Council.
2. The Council express concern at the five month extension in completion date and request a report including the following information to the May Council meeting: -
 - a. An update on the number of properties that have been inspected including the number with electrical and plumbing issues.
 - b. An updated timetable including an explanation of the Final Completion Date extension already indicated.
 - c. An update on the progress of the location of the treatment plant.
 - d. What action is being taken to ensure no further extension of the completion date are necessary.

36.04/18 CARRIED

Department: Infrastructure & Regulation
Submitted by: Director of Infrastructure & Regulation
Reference/Subject: Report 11 - Development Application 14/2018 – C Hull – 2 Lot Residential Subdivision – 51 John Street, Uralla

Cr M Dusting, declared a conflict of interest and left the meeting at 04:44pm.

OFFICER'S RECOMMENDATION:

That;

Council approve Development Application 14/2018 submitted by C Hull for a 2 lot residential subdivision on land known as 51 John Street, Uralla, being Lot 12 DP 1198902 subject to the following conditions:

GENERAL CONDITIONS

1. 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.
2. All engineering works to be designed by an appropriately qualified person and carried out in accordance with Armidale Engineering Design Codes in force at the commencement of works unless otherwise indicated in this consent.
Reason: To ensure that these works are of a sustainable and safe standard.

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3. All sewer and drainage works associated with the approval are to comply with the requirements of AS3500 and completed only by a licensed plumber and drainer.

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.

CONDITIONS TO BE COMPLETED PRIOR TO ISSUE OF SUBDIVISION CERTIFICATE

4. Prior to the issue of a Subdivision Certificate, an Application for a Subdivision Certificate is to be submitted to Council with three (3) copies of the Title Plan and appropriate fees. The applicant/developer is to ensure that a summary of compliance with all conditions of consent is completed and lodged with the application.

Reason: To ensure the provision of appropriate documentation for Subdivision Certificate approval.

5. That two lots are created by the subdivision of Lot 12, DP 1198902, one of around 454 m² and the other around 580 m².

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

6. The creation by the developer, under Section 88B of the Conveyancing Act, a restriction that currently reflect the current No. 2 Section 88B existing restriction pursuant to Lot 12 DP 1198902.

Reason: To ensure continuity of Section 88B restrictions on affected lots.

7. The existing dwelling on proposed Lot 1 is connected to the water main. Connection to the water main is required for proposed Lot 2 at the expense of the developer. The water meter should be located on John Street on the southern side of the driveway within the property boundary.

Reason: To ensure that costs associated with establishing the subdivision are borne by the developer.

8. A sewer main extension is required from the existing sewer line north-west of the property of proposed Lot 2 to the proposed Lot 1. This extension is to be constructed in accordance with Armidale Engineering Design Codes in force at the commencement of works, to a standard approved by the Director of Infrastructure and Regulation, and will be at the expense of the developer. Current property sewer infrastructure must be realigned to connect to this sewer main extension.

Reason: To ensure appropriate that costs associated with establishing the subdivision are borne by the developer.

9. The subdivision must be provided with reticulated electricity and suitable telephone provisioning. The applicant shall provide a letter from the relevant electricity energy provider stating that satisfactory arrangements have been made for the supply of electricity. The applicant shall provide evidence that satisfactory arrangements have been made for telecommunications infrastructure in the subdivision / development.

Reason: To ensure appropriate that costs associated with establishing the subdivision are borne by the developer.

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10. The access handle to the proposed second lot is to be:
- A minimum of 4 metres wide.
 - Concreted or bitumen sealed for the entire length and to a minimum width of 3.65 metres.
- Reason: To ensure appropriate access and that costs associated with establishing the subdivision are borne by the developer.*
11. The developer must create an easement under Section 88B of the Conveyancing Act in the following context:
- (a) The purpose is an "easement for sewerage drainage" in favour of Council.
 - (b) It must be located centrally over the new sewer main extension located within proposed Lot 2.
 - (c) It must have a minimum width of 3 metres.
- Reason: To protect Council's infrastructure from inappropriate future development that may have an adverse impact on its repair, maintenance or replacement.*
12. The applicant shall provide evidence to the effect that all utility services, i.e water, sewer, electricity, telecommunications, connected to or used in each of the lots within the development site are wholly contained within each of the proposed allotments.
- Reason: To ensure that costs associated with establishing the subdivision is borne by the developer.*
13. 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.*
14. The developer is to meet the cost of and be responsible for the construction of vehicular entrances and exits in accordance with Council's requirements.
- Reason: To provide appropriate access to the site.*

CONDITIONS TO BE COMPLETED PRIOR TO CONSTRUCTION COMMENCING

15. 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

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16. 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.

17. 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.

18. 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.

19. Run-off and erosion controls must be implemented before construction, and maintained to prevent soil erosion, water pollution or the discharge of loose sediment on surrounding land, as follows:

- (a) divert uncontaminated run-off around cleared or disturbed areas,
- (b) erect a silt fence to prevent debris escaping into drainage systems or waterways,
- (c) prevent tracking of sediment by vehicles onto roads,
- (d) stock pile topsoil, excavated material, construction and landscaping supplies and debris within the site.

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

ADVISORY NOTES - GENERAL

20. The Applicant is solely responsible for ensuring that all additional consents and agreements are obtained from other authorities, as relevant.
21. 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.
22. 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.
23. 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

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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.

24. 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.

PROCEDURAL MOTION (Crs B Crouch /K Ward)
To move to Committee of the Whole

37.04/18 CARRIED

Councillors held a detailed discussion in committee regarding matters associated with the proposed development.

Cr Ledger left the meeting at 04.45pm.
Cr Ledger returned to the meeting at 04.46pm.

PROCEDURAL MOTION (Crs B Crouch /L Sampson)
To resume Standing Orders

38.04/18 CARRIED

The Chair outlined details of the proposed motion determined during discussion in committee and noted that Council had decided to lay the matter on the table.

MOTION (Crs B Crouch /L Sampson)

That;

Report 11 – Development Application – 14/2018, from the Ordinary Meeting held 24 April to lay on the table until further information is received.

39.04/18 CARRIED

Cr Dusting returned to the meeting at 05:11pm.
Cr Toomey left the meeting at 5.11pm

Department: Infrastructure and Regulation
Submitted by: Manager Waste, Water and Sewer Services
Reference/Subject: Report 12 - CDS reverse vending machine.

OFFICER'S RECOMMENDATION:

That;

The report be received and noted.

MOTION (Crs K Ward /I Strutt)

That;

The report be received and noted.

40.04/18 CARRIED

Cr Toomey was absent at the time of voting

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Department: Infrastructure & Regulation
Submitted by: *Director Infrastructure & Regulation*
Reference/Subject: Report 13 - Heritage Advisory Services Summary for April 2018

OFFICER'S RECOMMENDATION:

That;
The Heritage Advisory Services Summary for April 2018 be received and noted by Council.

MOTION (Crs R Bell /L Sampson)

That;
The Heritage Advisory Services Summary for April 2018 be received and noted by Council.

41.04/18 CARRIED

*Cr Toomey was absent at the time of voting
Cr Toomey returned to the meeting at 05:12pm.*

Department: Infrastructure & Regulation
Submitted by: *Director of Infrastructure & Regulation*
Reference/Subject: Report 14 - Development Approvals and Refusals for March 2018

Cr Crouch, having previously declared a conflict of interest, left the meeting at 05:12pm.

OFFICER'S RECOMMENDATION:

That;
Council receive and note the development approvals and refusals for March 2018.

MOTION (Crs I Strutt /K Ward)

That;
Council receive and note the development approvals and refusals for March 2018.

42.04/18 CARRIED

Cr Crouch returned to the meeting at 05: 14pm.

Department: General Manager's Office
Submitted by: *General Manager*
Reference/Subject: Report 15 - Stronger Country Communities Fund – Round Two Priority Projects

Cr Ward, having previously declared a conflict of interest, left the meeting at 05:14pm.

OFFICER'S RECOMMENDATION:

That;
Council receive and note the report.

MOTION (Crs I Strutt /L Sampson)

That;
Council receive and note the report.

43.04/18 CARRIED

*Cr Ward was absent at the time of voting
Cr Ward returned to the meeting at 05:22pm.*

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Department: General Manager's Office
Submitted by: Andrew Hopkins
Reference/Subject: Report 16 - New England Joint Organisation - Narrabri

OFFICER'S RECOMMENDATION:

That;

For the purposes of resolution X9.02/18 passed by this council on 13th February 2018 concerning the approval of this council's area being included in the joint organisation's area (referred to in resolution X9.02/18 as the 'New England Joint Organisation'),: {delete one of a) or b) below}

1. this council does not endorse the area of Narrabri Council being included in the area of the joint organisation;
2. that – in addition to those council areas prescribed in the previous resolution – council endorses the area of Narrabri Council being included in the area of the joint organisation.

PROCEDURAL MOTION (Crs B Crouch /I Strutt)

To move to Committee of the Whole

44.04/18 CARRIED

Councillors held a detailed discussion in committee regarding the position of council on the Narrabri Council becoming part of the NEJO.

PROCEDURAL MOTION (Crs T Toomey /K Ward)

To resume Standing Orders

45.04/18 CARRIED

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

MOTION (Crs I Strutt /K Ward)

That;

For the purposes of resolution X9.02/18 passed by this council on 13th February 2018 concerning the approval of this council's area being included in the joint organisation's area (referred to in resolution X9.02/18 as the 'New England Joint Organisation'),:

1. This council does not endorse the area of Narrabri Council being included in the area of the joint organisation.

46.04/18 CARRIED

Cr Ledger requested that her vote against the motion be recorded.

17. MOTIONS ON NOTICE

Submitted by: Cr Bob Crouch
Reference/Subject: Notice of Motion 1 – Free WiFi in CBD

NOTICE of MOTION

That;

Council investigate the feasibility of introducing free WiFi internet access throughout the Central Business District of Uralla.

MOTION (Crs B Crouch /L Sampson)

That;

Council investigate the feasibility of introducing free WiFi internet access throughout the Central Business District of Uralla.

47.04/18 CARRIED

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Submitted by: Cr Bob Crouch
Reference/Subject: Notice of Motion 2 – Council support for sustainable energy

NOTICE of MOTION

That;
Council support the use of sustainable energy throughout the Shire by encouraging occupants of lots greater than 5000m² to be self sufficient.

MOTION (Crs B Crouch /T Toomey)

That;
Council investigate the options for use of sustainable energy throughout the Shire, for lots of greater than 5000m² to be self sufficient.

48.04/18 CARRIED

16. LATE REPORTS TO COUNCIL (Rescheduled)

Department: Infrastructure & Regulation
Submitted by: Director of Infrastructure & Regulation
Reference/Subject: Late Report 1 - Planning Proposal 8 – Amendment of Land Classification

OFFICER'S RECOMMENDATION:

That;
Council resolve to submit a Planning Proposal for Gateway Determination to the Department of Planning and Environment to reclassify the Queen Street Uralla Caravan Park (Lot 30 DP793510), Uralla and the proposed Industrial Estate (Lot 14 DP787477) Rowan Avenue, Uralla from community land to operational land.

MOTION (Crs R Bell /B Crouch)

That;
Council resolve to submit a Planning Proposal for Gateway Determination to the Department of Planning and Environment to reclassify the Queen Street Uralla Caravan Park (Lot 30 DP793510), Uralla and the proposed Industrial Estate (Lot 14 DP787477) Rowan Avenue, Uralla from community land to operational land.

49.04/18 CARRIED

Department: Infrastructure & Regulation
Submitted by: Director of Infrastructure & Regulation
Reference/Subject: Late Report 2 - Industrial Land Subdivision

OFFICER'S RECOMMENDATION:

That;
Council resolve to:

- Endorse option 2 of the Kehoe Myers report dated 6 April 2018 for the subdivision of the Uralla Industrial Estate, being Lot 14 DP 787477, Rowan Avenue Uralla,
- Progress detailed design of the subdivision and the construction of Stage 1,
- Install billboard signage at the property indicating the endorsed layout and undertake additional marketing of the project, and
- Authorise the General Manager to negotiate and approve sales of lots within the subdivision at not less than 80% of the predicted values in the Kehoe Myers report.

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MOTION (Crs R Bell /I Strutt)

That;

Council resolve to:

- Endorse option 2 of the Kehoe Myers report dated 6 April 2018 for the subdivision of the Uralla Industrial Estate, being Lot 14 DP 787477, Rowan Avenue Uralla,
- Progress detailed design of the subdivision and the construction of Stage 1,
- Install billboard signage at the property indicating the endorsed layout and undertake additional marketing of the project.

50.04/18 CARRIED

18. SCHEDULE OF COUNCIL RESOLUTIONS

Schedule of Action Items as at: 24 April 2018

Councillors undertook a review of the Schedule of Action Items.

19. RESPONSES TO QUESTIONS FROM PREVIOUS MEETING

MOTION (Crs B Crouch /T Toomey)

That;

Council note the responses to Cr Crouch and Cr Toomey's questions from 27 March 2018 Ordinary Meeting.

51.04/18 CARRIED

20. QUESTIONS FOR NEXT MEETING

Questions for 22 May 2018 Ordinary Meeting of Council

Cr Ledger

Cr Ledger raised the following question/s at the 24 April meeting of Council:-

1. Why is the gate locked at the showground? People want access for their horses.
They need to speak to the showground trust, the showground is not owned or operated by council.

Cr Ledger, left the meeting at this time 06.08pm.

Cr Toomey

Cr Toomey raised the following question/s at the 24 April meeting of Council:-

1. Can the NEHC MOU be circulated to Councillors please, and made public if appropriate?
AH - Yes
2. Has the Consultant engaged to provide the Traffic Calming Report provided responses to the questions asked by the community and Councillors, to Council staff yet?

What answer has he provided in relation to the inadequate turning circle provisions specified in the Traffic Calming Report for B doubles?

TS – Consultant is still liaising with RMS on what their minimum requirements will be.

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21. CONFIDENTIAL BUSINESS

PROCEDURAL MOTION (Crs M Dusting /I Strutt)

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 24 April 2018 meeting are received by Council under Section 10A (2 a & d) 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

(2) The matters and information are the following:

(a) personnel matters concerning particular individuals (other than councillors),

(d) commercial information of a confidential nature that would, if disclosed:

(i) prejudice the commercial position of the person who supplied it, or

(ii) confer a commercial advantage on a competitor of the council, or

52.04/18 CARRIED

Department: General Manager's Office
Submitted by: *General Manager*
Reference/Subject: Confidential Report 1 - General Manager Mid Term Performance Review
1/07/17 to 31/12/17

OFFICER'S RECOMMENDATION:

That;

Council acknowledge the General Manager received an average result of 'Exceeds Expectations' for the six (6) month mid-period review of his 2017 - 2018 annual performance agreement conducted on Tuesday 20th March 2018.

MOTION (Crs M Dusting /I Strutt)

That;

Council acknowledge the General Manager received an average result of 'Exceeds Expectations' for the six (6) month mid-period review of his 2017 - 2018 annual performance agreement conducted on Tuesday 20th March 2018.

53.04/18 CARRIED

Cr Ledger was absent at the time of voting.

Department: Infrastructure & Regulation
Submitted by: Director Infrastructure & Regulation
Reference/Subject: Confidential Report 2 - Replacement of Bundarra Maintenance Grader

OFFICER'S RECOMMENDATION:

That Council;

1. purchase one (1) only new John Deere 670G grader from Hitachi for the amount detailed in the attachment, and
2. dispose of one (1) only used John Deere grader to Hitachi for the amount detailed in the attachment.

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That Council;

1. purchase one (1) only new John Deere 670G grader from Hitachi for the amount of \$383,130 inc GST, and
2. dispose of one (1) only used John Deere grader to Hitachi for the amount \$118,800 inc GST .

54.04/18 CARRIED

Cr Ledger was absent at the time of voting.

Department: Infrastructure & Regulation
Submitted by: Director Infrastructure & Regulation
Reference/Subject: Confidential Report 3 - Replacement of 9 Ton Tipper

OFFICER'S RECOMMENDATION:

That Council:

1. purchase 1 only new Fuso FV 6x4 Tipper from JT Fossey for the amount detailed in the attachment, and
2. dispose of 1 only single drive medium tipper via auction.

That Council:

1. purchase 1 only new Fuso FV 6x4 Tipper from JT Fossey for the amount of \$194,627 inc GST.
2. dispose of 1 only single drive medium tipper via auction.

55.04/18 CARRIED

Cr Ledger was absent at the time of voting.

PROCEDURAL MOTION (Crs M Dusting /K Ward)

To return to Open Session of Council

That;

Council move back to Open Session

56.04/18 CARRIED

PROCEDURAL MOTION (Crs M Dusting /K Ward)

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

57.04/18 CARRIED

CLOSURE OF MEETING

The meeting was closed at: 06:37pm

COUNCIL MINUTES CONFIRMED BY:

RESOLUTION NUMBER:	
DATE:	
MAYOR:	

8. ANNOUNCEMENTS

There are no Announcements this month.

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

There are no Presentations scheduled for the Meeting.

13. DEPUTATIONS

There are no Deputations registered for the Meeting.

14. WRITTEN REPORTS FROM DELEGATES

To be received at the Meeting.

15. MAYORAL MINUTE

There is no Mayoral Minute to the 22 May 2018 Meeting

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 April, 2018 consisting of cash and overnight funds of \$1,481,840, term deposits of \$12,350,000 totalling \$13,831,840 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 \$12,350,000 spread over the next twelve months will receive a range of interest from 2.35% to 2.75% 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 April, 2018.

KEY ISSUES:

The RBA have left interest rates on hold for the twenty-first month in a row. The outlook for any increase in interest rates continues to be low with inflation below the RBA target. The current low interest 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 April, 2018 Diary of Investment Maturity Dates and Amounts

Uralla Shire Council
Council Business Paper – 22 May 2018

Uralla Shire Council		
Investments at 30 April, 2018		
Cash at Bank – Operating Accounts:		
Institution	Account	Bank Statement
National Australia Bank	Main Account	\$417,781.36
National Australia Bank	Trust Account	\$31,296.33
Community Mutual	Bundarra RTC	\$24,641.25
Total		\$473,718.94
Business Investment (Cash Management) Account		
Institution	Interest rate	Balance
National Australia Bank	0.01%	\$0.00
Professional Funds	0.15% above RBA cash rate	\$1,008,121.29
Total		\$1,008,121.29

Term Deposits:			
Institution	Interest rate	Maturity	Balance
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
National Australia Bank	2.45%	26/08/2018	\$1,000,000.00
Commonwealth Bank	2.55%	29/08/2018	\$800,000.00
ANZ	2.35%	17/05/2018	\$300,000.00
Bank of Queensland	2.60%	4/09/2018	\$500,000.00
Bank of Queensland	2.60%	8/10/2018	\$800,000.00
Bank of Queensland	2.70%	8/10/2018	\$500,000.00
ANZ	2.45%	10/10/2018	\$400,000.00
Commonwealth Bank	2.61%	4/05/2018	\$600,000.00
National Australia Bank	2.55%	15/10/2018	\$500,000.00
Westpac Banking Corporation	2.74%	18/10/2018	\$1,300,000.00
Commonwealth Bank	2.54%	15/11/2018	\$250,000.00
ANZ	2.45%	26/11/2018	\$800,000.00
Commonwealth Bank	2.63%	15/01/2019	\$700,000.00
Westpac Banking Corporation	2.55%	24/01/2019	\$500,000.00
National Australia Bank	2.50%	28/02/2019	\$600,000.00
National Australia Bank	2.57%	9/04/2019	\$500,000.00
Total			\$12,350,000.00

Uralla Shire Council
Council Business Paper – 22 May 2018

Loans:		
Loan no.	Purpose	Balance
165	MGH Property	\$54,893.23
167	Rear Service Lane Land	\$1,016.63
168	Community Centre	\$42,711.10
176	Library Extensions	\$206,779.65
177	Grace Munro Centre	\$165,446.26
181	Creative Village Works	\$9,278.77
185	Public Toilets Alma Park	\$8,959.77
186	Public Toilets Pioneer Park	\$15,718.40
187	Undergrounding Power and Mainstreet Upgrade	\$159,485.87
188	Paving and Power Undergrounding	\$38,778.86
189	Bridge Construction	\$224,861.15
190	Bridge construction & industrial land development	\$1,751,440.05
Total		\$2,679,369.74



REPORT TO COUNCIL

Department:	Finance
Submitted by:	<i>Chief Financial Officer</i>
Reference:	
Subject:	Report 2 - 2017/18 – 3rd Quarter Budget Review Statements

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 financial sustainability
Action:	Complete and report quarterly budget review statements

SUMMARY:

The purpose of this report is to present to Council a review of the budget for the third quarter of the 2017/18 financial year.

Attached to this report are the quarterly budget review statements for the third quarter ending 31 December 2017.

OFFICER'S RECOMMENDATION:

- 1. That the third quarter budget review summary for the 2017/18 financial year be received and noted; and**
- 2. That the adjustments to budget allocations, including transfers to and from reserves, be adopted;**

BACKGROUND:

It is a statutory requirement that council's Responsible Accounting Officer prepares and submits a budget review statement to Council on a Quarterly basis each financial year (LGGR 2005 cl.203 (1)). Also, in compliance with the Local Government (General) Regulation, Council's Responsible Accounting Officer must include with the budget review report an opinion on the financial position of Council and any recommendations for remedial action if required. As such the third quarterly review for the 2017/18 financial year has been prepared and attached for Council's review.

REPORT:

The attached third quarter budget report statements show an improvement in the estimated profit for the year ended 30 June 2018, mainly as a consequence of increased interest income and additional grant funding for specific projects. After adjusting for capital expenditure associated with the additional grants, the overall cash position also improves by more than \$100,000.

Issues

The third quarter budget review statement reflects some of the variations that arise from normal operating changes in any given year. The variations are detailed in the *Recommended changes to revised budget for income and expenses budget and capital budget* pages of the attached report. The major net changes can be summarised as follows:

Income and Expenditure:

- Part funding of \$75,000 from the Innovation Fund for Virtuous Circle Project;
- Increased interest income of \$100,000;
- Reduction of \$80,000 in private works income as a consequence of lower demand;
- Reduction of \$80,000 in private works expenditure as a consequence of lower demand;
- Increased RFS costs from 2016/17 of \$43,641 based on actual invoice;
- Part funding of \$257,727 from the Stronger Communities Fund for community projects;
- Increased wage costs of \$6,700 at the swimming pool;
- Increased section 94 contributions of \$59,500;

Capital Expenditure:

- Expected expenditure of \$75,000 for Virtuous Circle Projects;
- Expected expenditure of \$257,727 for the Stronger Communities Fund for community projects;

Conclusion

Although the major adjustments noted above and in the previous quarterly budget review statements will result in a loss of over \$600,000 for the year ended 30 June 2018 (compared to an estimated profit of over \$760,000), most of the deterioration in the budget result can be assigned to the timing of FAG income of nearly \$1,200,000 and a non-cash depreciation increase of nearly \$360,000. It is also likely that the cash position will be less than \$100,000 below the original budget.

COUNCIL IMPLICATIONS:

1. Community Engagement/ Communication

Not required.

2. Policy and Regulation

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

3. Financial (LTFP)

This report is a review of the annual budget up to the end of the third quarter. Changes to the budget are as outlined in the attached statements.

4. Asset Management (AMS)

N/A

5. Workforce (WMS)

N/A

6. Legal and Risk Management

N/A

7. Performance Measures

N/A

8. Project Management

N/A

Prepared by staff member: Simon Paul
Approved/Reviewed by Manager: Andrew Hopkins, General Manager
Department: Finance
Attachments: 3rd Quarter Budget Review Statements

Uralla Shire Council
For the Quarter ended 31 March, 2018

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**Uralla Shire Council
Quarterly Budget Review Statement
For the Quarter ended 31 March, 2018**

Report by Responsible Accounting Officer

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

It is my opinion that the Quarterly Budget Review Statement for Uralla Shire Council for the quarter ended 31 March, 2018 indicates that Council's projected financial position at 30 June, 2018 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed: _____

Simon Paul
Responsible Accounting Officer

Uralla Council
Quarterly Budget Review Statement
For the period 01 July, 2017 to 30 June, 2018

Income & Expenses Budget Review Statement
Consolidated by Fund
Budget review for the quarter ended 31 March, 2018

	Original Budget 2017/2018	Variations		Revised Budget Dec-17	Variations from this QBRS	Notes	Projected Year End Result	Actual YTD Mar-18
		Sep QBRS	Dec QBRS					
Income								
General Fund	14,876	(1,073)	250	14,053	412		14,465	11,809
McMaugh Gardens	3,053	-	50	3,103	-		3,103	2,408
Water Supplies	1,050	-	-	1,050	-		1,050	719
Sewer Services	1,015	-	-	1,015	-		1,015	862
Total Income from Continuing Operations	19,994	(1,073)	300	19,221	412		19,633	15,798
Expenses								
General Fund	14,465	120	674	15,259	(30)		15,229	10,170
McMaugh Gardens	3,052	-	50	3,102	-		3,102	2,191
Water Supplies	1,013	21	199	1,233	-		1,233	947
Sewer Services	702	-	23	725	-		725	512
Total Expenses from Continuing Operations	19,232	141	946	20,319	(30)		20,289	13,820
Net Operating Result from Continuing Operations	762	(1,214)	(646)	(1,098)	442		(656)	1,978
Discontinued Operations				-			-	
Net Operating Result from Continuing Operations	762	(1,214)	(646)	(1,098)	442		(656)	1,978
Capital grants and contributions	593	-	-	593	258		851	341
Net Operating Result before Capital Grants	169	(1,214)	(646)	(1,691)	184		(1,507)	1,637

Uralla Council
Quarterly Budget Review Statement
For the period 01 July, 2017 to 30 June, 2018

Income & Expenses Budget Review Statement
Consolidated by Activity
Budget review for the quarter ended 31 March, 2018

	Original Budget 2017/2018	Variations		Revised Budget Dec-17	Variations from this QBRs	Notes	Projected Year End Result	Actual YTD Mar-18
		Sep QBRs	Dec QBRs					
Income								
Organisational Services	5,301	(1,193)	78	4,186	175		4,361	4,199
Community & Culture	6,170	120	203	6,493	-		6,493	5,235
Infrastructure & Regulation	6,458	-	19	6,477	237		6,714	4,783
Water Supplies	1,050	-	-	1,050	-		1,050	719
Sewer Services	1,015	-	-	1,015	-		1,015	862
Total Income from Continuing Operations	19,994	(1,073)	300	19,221	412		19,633	15,798
Expenses								
Organisational Services	1,484	-	15	1,498	-		1,498	1,074
Community & Culture	6,873	120	242	7,235	-		7,235	4,752
Infrastructure & Regulation	9,160	-	468	9,628	(30)		9,598	6,536
Water Supplies	1,013	21	199	1,233	-		1,233	947
Sewer Services	702	-	23	725	-		725	512
Total Expenses from Continuing Operations	19,232	141	947	20,320	(30)		20,290	13,820
Net Operating Result from Continuing Operations	762	(1,214)	(647)	(1,099)	442		(657)	1,978
Discontinued Operations				-			-	
Net Operating Result from Continuing Operations	762	(1,214)	(647)	(1,099)	442		(657)	1,978
Capital grants and contributions	593			593	258		851	341
Net Operating Result before Capital Grants	169	(1,214)	(647)	(1,692)	184	3	(1,508)	1,637

**Uralla Shire Council
Quarterly Budget Review Statement
For the period 01 July, 2017 to 30 June, 2018**

**Income & Expenses Budget Review Statement
Recommended changes to revised budget
Budget review for the quarter ended 31 March, 2018**

Budget Variations include the following material items:

Notes	Amount	Details
1	-\$ 75,000	Innovation Fund grant income received
2	-\$ 100,000	Increased interest income
3	\$ 80,000	Lower private work income than expected in budget
4	-\$ 80,000	Lower private work expenditure than expected in budget
5	\$ 43,641	Increased RFS costs for 2016/17 per invoice
6	-\$ 257,727	Grant received from Stronger Communities Fund
7	\$ 6,700	Wages at swimming pool higher than expected
8	-\$ 59,500	Increased section 94 contributions
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Uralla Shire Council
Quarterly Budget Review Statement
For the period 01 July, 2017 to 30 June, 2018

Capital Budget Review Statement
Budget review for the quarter ended 31 March, 2018
Capital Budget - Consolidated by Fund

(\$000 s)	Original Budget 2017/2018	Variations		Revised Budget Dec-17	Variations from this QBRs	Notes	Projected Year End Result	Actual YTD figures
		Other than by a QBRs	Sep QBRs					
Capital Expenditure								
- General	5,418	-	(203)	5,215	333		5,548	3,017
- McMaugh Gardens	83	-	-	83	-		83	5
- Water	140	-	-	140	-		140	40
- Sewer	345	-	-	345	-		345	106
Total Capital Expenditure	5,986	-	(203)	5,783	333		6,116	3,167
Capital Funding								
Consolidated Fund Income	4,639	-	(203)	4,436	75		4,511	2,358
Unrestricted Cash Reserves	-	-	-	-	-		-	-
Capital Grants & Contributions	593	-	-	593	258		851	341
Loan Funds	-	-	-	-	-		-	-
Receipts from Sale of Assets	186	-	-	186	-		186	322
Reserves:								
- Developer Contributions	-	-	-	-	-		-	-
- General Restricted Assets	-	-	-	-	-		-	-
- Water & Sewer Restricted Assets	485	-	-	485	-		485	146
- McMaugh Gardens Restricted Assets	83	-	-	83	-		83	-
Total Capital Funding	5,986	-	(203)	5,783	333		6,116	3,167
Net Capital Funding	-	-	-	-	0		0	-

Uralla Shire Council
Quarterly Budget Review Statement
For the period 01 July, 2017 to 30 June, 2018

Capital Budget Review Statement
Budget review for the quarter ended 31 March, 2018
Capital Budget - Consolidated by Activity

	Original Budget 2017/2018	Variations		Revised Budget Dec-17	Variations from this QBRs	Notes	Projected Year End Result	Actual YTD figures
		Other than by a QBRs	Sep QBRs					
(\$000's)								
Capital Expenditure								
Organisational Services	126	-	(203)	(77)	75		(2)	64
Community & Culture	102	-	-	102	-		102	7
Infrastructure & Regulation	5,273	-	-	5,273	258		5,531	2,950
Water Supplies	140	-	-	140	-		140	40
Sewer Services	345	-	-	345	-		345	106
Total Capital Expenditure	5,986	-	(203)	5,783	333		6,116	3,167
Capital Funding								
Consolidated Fund Income	4,639	-	(203)	4,436	75		4,511	2,699
Unrestricted Cash Reserves	-	-	-	-	-		-	-
Capital Grants & Contributions	593	-	-	593	258		851	-
Loan Funds	-	-	-	-	-		-	-
Receipts from Sale of Assets	186	-	-	186	-		186	322
Reserves:								
- Developer Contributions	-	-	-	-	-		-	-
- General Restricted Assets	-	-	-	-	-		-	-
- Water & Sewer Restricted Assets	485	-	-	485	-		485	146
- McMaugh Gardens Restricted Assets	83	-	-	83	-		83	-
Total Capital Funding	5,986	-	(203)	5,783	333		6,116	3,167
Net Capital Funding	-	-	-	-	0		0	-

Uralla Shire Council
Quarterly Budget Review Statement
For the period 01 July, 2017 to 30 June, 2018

Capital Budget Review Statement
Recommended changes to revised budget
Budget review for the quarter ended 31 March, 2018

Budget Variations being recommended include the following material items:

Notes	Amount	Details
1	\$ 75,000	Innovation Fund - expected expenditure on projects
2	\$ 257,727	Stronger Communities Fund - expected expenditure on projects
3		
4		
5		
6		

Uralla Shire Council
Quarterly Budget Review Statement
For the period 01 July, 2017 to 30 June, 2018

Cash & Investments Budget Review Statement
Budget review for the quarter ended 31 March, 2018
Consolidated

	Original Budget 2017/2018	Variations		Revised Budget 2017/2018	Variations from this QBRS	Notes	Projected Year End Result	Actual YTD figures
		Other than by a QBRS	Sep QBRS					
Externally Restricted	565	(19)		546	59		605	603
Developer Contributions - General	-			-	-		-	-
Developer Contributions - Water Fund	-			-	-		-	-
Developer Contributions - Sewer Fund	317	993		1,310	-		1,310	1,598
Specific Purpose Unexpended Grants	1,133	214		1,347	-		1,347	1,902
Water Supplies	2,040	(35)		2,005	-		2,005	2,075
Sewerage Services	1,988	168		2,156	-		2,156	2,301
McMaugh Gardens	619	-		619	-		619	619
Unexpended Loans	-	-		-	-		-	-
Total Externally Restricted	6,662	1,321	-	7,983	59		8,042	9,098
Internally Restricted	59	774		833	-		833	833
Plant & Vehicle Replacement	539	475		1,014	-		1,014	1,014
Employees Leave Entitlement	-	-		-	-		-	-
Accommodation Bond Guarantees	304	(304)		-	-		-	-
Community Care	-	-		-	-		-	-
Waste Management	150	(165)		(15)	-		(15)	-
Stormwater Drainage	200	120		320	-		320	320
Strategic Development	636	362		998	-		998	998
Carry Forward Works	-	-		-	-		-	-
Total Internally Restricted	1,888	1,262	-	3,150	-		3,150	3,165
Unrestricted (ie. available after the above Restrictions)	106	1,873	(1,214)	680	50		730	2,066
Total Cash & Investments	8,656	4,456	(1,214)	11,813	109		11,922	14,329

Note: Variations other than by QBRS represent alignment of opening balances to final 2017 financial statement balances.

Uralla Shire Council
Quarterly Budget Review Statement
For the period 01 July, 2017 to 30 June, 2018

Key Performance Indicators Statement
Budget review for the quarter ended 31 March, 2018

LTFP KPI's	Target	30/06/2018	30/06/2017	30/06/2016	30/06/2015
Operating ratio	>0	-8.03%	11.57%	-1.45%	-1.94%
Debt service ratio	>2.0x	6.99	16.74	10.28	14.21
Own source operating revenue ratio	>60%	75%	71.30%	68.24%	62.98%
Rates & charges outstanding %	<8%	7.10%	4.33%	4.20%	4.77%
Asset renewals ratio	>100%	140%	87%	112%	201%

Note: Outstanding % as at 9/5/18 5.01%

**Quarterly Budget Review Statement
For the period 01 July, 2017 to 30 June, 2018**

**Contracts Budget Review Statement
Budget review for the quarter ended 31 March, 2018
Part A - Contracts Listing**

Contractor	Contract detail & purpose	Contract Value	Start Date	Duration of Contract	Budgeted (Y/N)	Notes
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Notes:

1. Only contracts that were entered into during the quarter and remain incomplete are included.
2. Minimum reporting level is \$50,000.
3. Contracts listed exclude contractors on Council's Preferred Supplier list.
4. Contracts for employment are not required to be included.

Part B - Consultancy & Legal Expenses Overview

Expense	YTD Expenditure (Actual Dollars)	Budgeted (Y/N)
Consultancies	\$ 311,055	Y
Legal Fees	\$ 8,083	Y

Definition of a consultant:

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.

Comments

Expenditure included in the above YTD figure but not budgeted includes:
Details

Quarterly Budget Review Statement
For the period 01 July, 2017 to 30 June, 2018

Cash & Investments Budget Review Statement
Budget review for the quarter ended 31 March, 2018

Comment on Cash & Investments Position

No material variations to Council's Cash and Investments have occurred in the third quarter.

Investments

Investments have been made in accordance with Council's Investment Policy.

Cash

The value of cash at bank which was included in the Cash & Investment Statement totals \$572,999.

This Cash at Bank amount has been reconciled to Council's physical Bank Statements.
 The date of completion of this reconciliation was 02 April, 2018.

Reconciliation Status

The YTD Cash & Investment figure reconciles to the actual balances held as follows:

		\$ 000's
Cash at Bank (as per bank statements)		564,851
Investments on Hand		13,756,073
less: Unpresented Cheques	(Timing Difference)	357
add: Undeposited Funds	(Timing Difference)	7,791
less: Identified Deposits (not yet accounted in Ledger)	(Require Actioning)	-
add: Identified Outflows (not yet accounted in Ledger)	(Require Actioning)	-
Reconciled Cash at Bank & Investments		14,329,072
Balance as per Review Statement:		14,329,072
Difference:		-



Finance

Department:	Finance
Submitted by:	<i>Chief Financial Officer</i>
Subject:	Report 3 - Remuneration for Councillors and the Mayor 2018-19

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	<i>A strong, accountable and representative Council</i>
Strategy:	<i>Provide strong representation for the community at regional, state and federal levels</i>
Action:	<i>Advocate the needs of the shire to State and Federal Governments</i>

SUMMARY:

The purpose of this report is to address the recent determination of the NSW Local Government Remuneration Tribunal which handed down a modest increase in the fees payable to Councillors and the Mayor for the 2018-19 financial year.

The increase applies to both the minimum and maximum allowable rates for both Councillors and the Mayor. Council is required to determine at which rate it sets fees for both Councillors and the Mayor within the minimum and maximum allowable amounts for the upcoming financial year.

OFFICER'S RECOMMENDATION:

That:

1. The report and determination of the New South Wales Remuneration Tribunal 2018 be noted;
2. Council determine to adopt the percentage increase of 2.3% as determined by IPART for the 2018-2019 rate peg and set the level of fees payable to Councillors at \$11,380 per annum effective from 1 July 2018 to 30 June 2019; and
3. Council determine to adopt the percentage increase of 2.3% as determined by IPART for the 2018-2019 rate peg and set the additional fee payable to the Mayor at \$20,047 per annum effective from 1 July 2018 to 30 June 2019.

BACKGROUND:

The report of the local government remuneration tribunal (the tribunal) is available at www.remtribunals.nsw.gov.au

Uralla Shire Council
Council Business Paper – 22 May 2018

Pursuant to Section 241 of the Local Government Act 1993, the tribunal is required to annually determine for each category of councils, the maximum and minimum amount of fees to be paid to mayors and councillors.

In determining the fees, the tribunal is required to give effect to the same policies on increases in remuneration as those that the Industrial Relations Commission is required to give effect to when making or varying awards relating to the conditions of employment of public sector employees.

The Uralla Shire Council remains classified in the “*Rural*” category along with 57 other NSW Councils. The tribunal is required to review these categorisations once every 3 years, with the last such review taking place in 2017.

Council can choose to set their fees at either the maximum rate prescribed for the category or at a lesser rate above the minimum for the category.

The percentage increase determined by the tribunal for the 2018-19 financial year is 2.5%.

Previously Uralla Council has elected to set the Councillor fees by increasing the prior year fees by a percentage lower than that determined by the tribunal. The 2017-2018 fees were determined by increasing the previous years fees in accordance with the 2017-2018 IPART rate peg of 1.5%.

REPORT:

The tribunal has determined the following range for the “*Rural*” category for the 2018-19 financial year:

All Councillors	\$8,970 to \$11,860
Mayor	\$9,540 to \$25,880.

The fees for 2017/2018 were:

All councillors	\$11,124
Mayor	\$19,596

KEY ISSUES:

- Council is required to determine at which level within the rural category they set the annual fee for Councillors.
- Council is required to determine at what level within the rural category they set the annual fee for the Mayor.

COUNCIL IMPLICATIONS:

1. Community Engagement/ Communication (per engagement strategy)

Nil required

2. Policy and Regulation

As determined by the Local Government Tribunal under Sections 239 & 241 of the Local Government Act 1993.

This report is in-line with Councils Payment of Fees and Expenses and the provision of facilities for the Mayor and Councillors.

3. Financial (LTFP)

The budget allocation will be adjusted to reflect Councils decision.

4. Asset Management (AMS)

N/A

5. Workforce (WMS)

N/A

6. Legal and Risk Management

N/A

7. Performance Measures

N/A

8. Project Management

N/A

Prepared by staff member:

Chief Financial Officer

Approved/Reviewed by Manager:

Modified by the General Manager

Department:

Finance

Attachments:

Nil



REPORT TO COUNCIL

Department:	Infrastructure & Regulation
Submitted by:	<i>Director of Infrastructure & Regulation</i>
Reference/Subject::	Report 4 - Development Approvals and Refusals for April 2018

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 April 2018 for the entire local government area. A listing of development applications outstanding with a status as at the end of April 2018 has also been provided.

For information purposes a summary of the development values is provided from January 2008 until the end of April 2018. Similarly, a summary of the number of dwellings approved within the local government area from 1 January 2008 until the end of April 2018 is provided.

OFFICER'S RECOMMENDATION:

That Council receive and note the development approvals and refusals for April 2018.

Uralla Shire Council
Council Business Paper – 22 May 2018

REPORT:

Development Applications

Approvals:

Development Application Number	Applicant	Property	Development
DA-6-2018	Mr D & Mrs S Barnden	32 Devoncourt Road, Uralla	Subdivision of 2 Rural Lots to create 6 Rural Lots
DA-12-2018	Mr S Humphries & Ms A Small	83 Devoncourt Road, Uralla	Manufactured Home, Two Sheds & Studio
DA-17-2018	Ms K Balderston	2 Rowan Avenue, Uralla	2 Lot Subdivision
DA-18-2018	Mr J Richey	66 John Street, Uralla	Dwelling Extension – Laundry & Covered Deck
DA-19-2018	PONZ Armidale	30 Bridge Street, Uralla	Storage Shed
DA-21-2018	Mr D Ward	44 Noalimba Avenue, Kentucky South	Repairing Timber Bracing Trusses, Windows & Entry Slab
DA-22-2018	Mr P Hunt & Ms M Paton	17 Dangar Street, Uralla	Garage
Monthly Estimated Value of Approvals: \$582,163.00			

Refusals: Nil

DAs Cancelled: Nil

DAs Withdrawn: Nil

Comparison to April 2017:

April 2017:	\$226,880.00	April 2018:	\$582,163.00
Year to date: (Calendar Year)	\$1,755,780.00	Year to date: (Calendar Year)	\$1,062,113.00

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-69-2015-2	Croft Surveying & Mapping	41 Rock Abbey Road, Uralla	Modification – 2 Lot Subdivision	Under Assessment
DA-8-2016-4	New England Surveying & Engineering	13 Stringybark Ridge Road, Invergowrie	Modification – 4 Lot Staged Subdivision	Under Assessment
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

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Application Number	Applicant	Property	Development	Status
DA-60-2017-2	Mrs J Gray	55 King Street, Uralla	Modification - Dwelling Additions & Alterations	Under Assessment
DA-14-2018	Mr C Hull	51 John Street, Uralla	2 Lot Subdivision	Under Assessment
DA-20-2018	Mr R & Mrs D Nies	14 Souter Street, Bundarra	Extension to Shed & Conversion of Shed to Dwelling	Under Assessment
DA-23-2018	Mr T Smith	4 Fitzroy Street, Uralla	Dwelling	Under Assessment
DA-24-2018	Press Australia Pty Limited	133 Bridge Street, Uralla	Demolition of Part Awning & Stabilisation Work	Under Notification
Total: 10				

Construction Certificates

Approvals:

Application Number	Applicant	Property	Construction
CC-15-2018	Ms M Leese	30 Souter Street, Bundarra	Demolition of Existing Shed & New 3 Bay Garage
CC-21-2018	Mr D Ward	44 Noalimba Avenue, Kentucky South	Repairing Timber Bracing Trusses, Windows & Entry Slab
CC-22-2018	Mr P Hunt & Ms M Paton	17 Dangar Street, Uralla	Garage

Refusals: Nil

Issued by Private Certifier:

Application Number	Applicant	Property	Construction
CC-65-2017	Cr R Crouch	3 McDonalds Lane, Rocky River	Demolition of Existing Dwelling & New Dwelling
CC-2-2018	Mr V Murray & Ms J Walsh	156 Bridge Street, Uralla	5 Bay Shed

Total Monthly Estimated Value of Construction Certificate Approvals: \$697,184.00

Uralla Shire Council
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Complying Development Certificate Applications

Approvals: Nil
Refusals: Nil
CDCs Withdrawn: Nil

Issued by Private Certifier:

Application Number	Applicant	Property	Development
CDC-9-2018	Mr P Hunt & Ms M Paton	17 Dangar Street, Uralla	Dwelling Additions & Alterations
CDC-11-2018	Mr M & Mrs J Crosby	11 Church Avenue, Uralla	Swimming Pool

Total Monthly Estimated Value of Complying Development Certificate Approvals: \$108,000.00

Comparison to April 2017:

April 2017:	\$5,735.00	April 2018:	\$108,000.00
Year to date: (Calendar Year)	\$526,970.00	Year to date: (Calendar Year)	\$479,790.00

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	8,131,959	82,979	5,953,666	2,178,293
2018	1,541,903	48,184	1,062,113	479,790

2018 to date

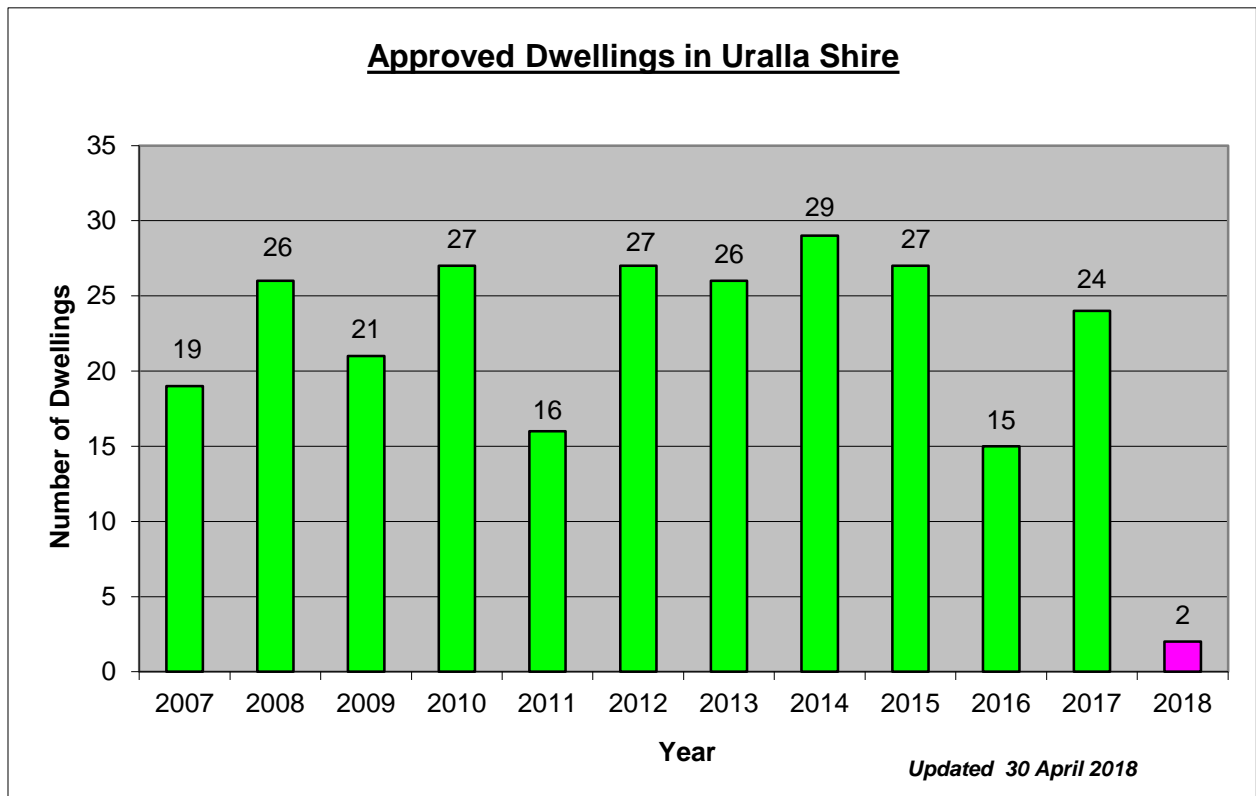
Uralla Shire Council
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Financial Year Development Values

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	6,272,555	74,673	4,562,482	1,710,073

2017-2018 to date

Approved Dwellings 2007-2018



KEY ISSUES:

- *Development Applications approved by Council for April 2018 – 7*
- *Development Applications refused by Council for April 2018 – 0*
- *Development Applications cancelled by Council for April 2018 – 0*
- *Development Applications withdrawn by Applicant for April 2018 – 0*
- *Outstanding Development Applications as at 30 April 2018 – 10*
- *Construction Certificates approved by Council for April 2018 – 3*
- *Construction Certificates refused by Council for April 2018 – 0*
- *Construction Certificates issued by private certification for April 2018 – 2*
- *Complying Development Applications approved by Council for April 2018 – 0*
- *Complying Development Applications refused by Council for April 2018 – 0*
- *Complying Development Applications withdrawn by Applicant for April 2018 – 0*
- *Complying Development Applications issued by private certification – 2*
- *Total Development Value for 2017 as at 30 April 2018 – \$1,541,903*
- *Average Development Value for 2017 as at 30 April 2018 – \$48,184*
- *Development Application Value for 2017 as at 30 April 2018 – \$1,062,113*
- *Complying Development Application Value for 2017 as at 30 April 2018 – \$479,790*
- *Approved dwellings as at 30 April 2018 – 2*

COUNCIL IMPLICATIONS:

1. Community Engagement/ Communication (per engagement strategy)

The Development Approvals and Refusals for December 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:

Director Infrastructure & Regulation

Department:

Infrastructure & Regulation

Attachments:

Nil



REPORT TO COUNCIL

Department:	Infrastructure & Regulation
Submitted by:	<i>Director Infrastructure & Regulation</i>
Reference/Subject:	Report 5 - Works Progress Report as at 30 April 2018

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 April 2018, and works programmed for May 2018.

BACKGROUND:

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

REPORT:

A. Works Undertaken in April 2018

1.	Main Road Maintenance MR73 Thunderbolts Way MR124 Bundarra Road MR132 Barraba Road	Slashing, general maintenance General maintenance, slashing Maintenance
2.	Sealed Roads Maintenance Uralla Streets Bundarra Town Area Kentucky/Wollun Area Sealed Rural Roads	Patching, mowing Patching, mowing Patching Patching, Slashing Shoulder grading Bingara Road and Gwydir River Road

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		Bingara Road resealed from Barraba Road to Spring Gully Road, 2.16km Georges Creek Road resealed from Thunderbolts Way for 1.3km Gwydir River Road commenced resealing from 10.08km to 34.03km (Torryburn Road intersection) from Thunderbolts Way, Bundarra
3.	Unsealed Roads Maintenance Grading Gills Road Hillview Road Carlon Menzies Road	Graded Continued grading Completed grading
4.	Construction Munsie Bridge, Gostwyck Road MR124 Bundarra Road near Barloo Road	Contractor has placed precast concrete deck units and commenced installation of guard rails Continued reconstruction
5.	Bridge / Sign Uralla Main and Rural Roads	MR124 Bundarra Road near Barloo Road drainage works Sign maintenance, Bridge maintenance, Reseals
6.	Town Area Uralla	Park maintenance, Recreational area maintenance, Cemetery maintenance, Sporting field maintenance

B. Works to be continued/undertaken in May 2018

1. Main Road Maintenance
 Bitumen patching
 Guide posting
 Sign maintenance
 Slashing

2. Sealed Roads Maintenance
 Bitumen patching
 Resealing

 Guide posting
 Slashing

3. Unsealed Roads Maintenance
 Bundarra, Gostwyck, Salisbury Plains and Uralla areas subject to available water supplies.

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- | | | |
|----|--|--|
| 4. | Bridge/Sign
Uralla | Kerb and gutter maintenance
Bridge maintenance works |
| 5. | Construction
Munsie Bridge Gostwyck Road

MR124 Bundarra Road | Contractor to complete installing precast concrete
superstructure and guard rails
Continue reconstruction near Barloo Road |
| 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:	Works Manager
Approved/Reviewed by Manager:	Director Infrastructure & Regulation
Department:	Infrastructure & Regulation
Attachments:	Works Program

Capital Works Program 30 April 2018

ID	Task Mode	Task Name	Text1	Cost	Estimate	Timeline											
						October	November	December	January	February	March	April	May	June	July	August	September
1		Upgrades		\$1,658,697.00	\$2,490,000.00	[Timeline bar]											
2		Jacksons Road	Completed	\$163,268.00	\$150,000.00	[Timeline bar]											
13		Munsie Bridge	Bypass constructed. New decking installed.	\$558,088.00	\$800,000.00	[Timeline bar]											
30		Saumarez War services Road	Completed	\$128,074.00	\$150,000.00	[Timeline bar]											
42		Mihi Bridge	Open to Traffic	\$460,200.00	\$520,000.00	[Timeline bar]											
55		Tulong Road	Completed	\$308,725.00	\$200,000.00	[Timeline bar]											
66		Eastern Avenue	Design completed	\$24,432.00	\$320,000.00	[Timeline bar]											
77		Bundarra Road - Barloo road	Fencing realignment to private property completed. Power pole bollards to be relocated. Construction commenced.	\$15,910.00	\$350,000.00	[Timeline bar]											
89						[Timeline bar]											
90		Footpaths		\$96,488.00	\$87,160.00	[Timeline bar]											
91		Liberty Swing path	Completed	\$4,353.00	\$5,560.00	[Timeline bar]											
94		Shared path Maitland Street 200m	Completed	\$65,245.00	\$56,000.00	[Timeline bar]											
100		Bundarra 110m	Completed	\$26,890.00	\$25,600.00	[Timeline bar]											
105						[Timeline bar]											
106		Stormwater		\$626.00	\$45,000.00	[Timeline bar]											
107		Rowan Avenue Stormwater	Design commencement delayed.	\$626.00	\$45,000.00	[Timeline bar]											
117						[Timeline bar]											
118		Sports Complex	Completed and in use.	\$279,714.00	\$280,000.00	[Timeline bar]											

Project: Works Program 1718 30 A
Date: Sun 13/05/18

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



REPORT TO COUNCIL

Department:	Infrastructure & Regulation
Submitted by:	<i>Director Infrastructure & Regulation</i>
Reference/Subject:	Report 6 - Heritage Advisory Services Summary for May 2018

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 May 2018. His next visit will be Tuesday, 5 June 2018.

OFFICER'S RECOMMENDATION:

That the Heritage Advisory Services Summary for May 2018 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:	
Approved/Reviewed by Manager:	Director Infrastructure & Regulation
Department:	Infrastructure & Regulation
Attachments:	Edited Heritage Advisor Summary Confidential Heritage Advisor Summary



research | interpretation | education | tours | project management

HERITAGE ADVISORY MEMO

No. 58

date: 8 May 2018

ITEM 1: ITEM 1: Rocky River Goldfields, Uralla

Met with a local historian.

The meeting was a follow-up to our meeting on 10 April, 2018 which also included onsite visits to some of the areas identified by Council officers which were once part of the Rocky River Goldfields.

HERITAGE ADVISORY MEMO

No. 58

date: 8 May 2018

ITEM 2: Grave – Old cemetery, John St, Uralla

Council has received a request from a resident who is wanting know what could be done or how to repair the headstone of his great-grandfather.

The National Trust of Australia (NSW) publication *Guidelines for Cemetery Conservation* dated 2009 states the following: under the heading Repair Options, that thick monuments with simple breaks can be pinned and glued using appropriate stainless steel or non-ferrous (non-corroding) alloy dowels, generally set in a selected cold-setting resin. (Standard Araldite, for example, is not suitable.) It is important to avoid iron or most iron alloys or steel, as these will rust, expand, and break the monument.

There may also be a problem in use of resins in sandstone and marble, as it prevents moisture migration in the stone. It is therefore undesirable in situations where the stone is subject to rising damp, especially if it shows any signs of natural weathering.

The publication further states that: The National Trust of Australia (NSW) advocates retention in situ, wherever possible, of all cemetery monuments. It is almost always better to repair a broken monument rather than replace it, even with a careful replica. For one thing, replacement means the monument is no longer original. For another the important sense of age is lost. Precisely because its age is important, some signs of damage on a stone are not so serious as in an item where age is unimportant.

If practicable, repairs to monuments should ideally be made in accordance with the recommendations of Standards Australia and in accordance with best conservation practice. Attempts by unskilled workers to make repairs should be avoided as in many cases this results in additional or long term damage.

The National Trust also recommends that expert advice be sought in any case where the most appropriate form of treatment is not clear. A list of professionals with conservation skills is available from the National Trust and the Heritage Branch of NSW Department of Planning (now Office of Environment and Heritage refer to their Heritage Consultants Directory or their Product and Services Directory).

Best practice for headstones that have to be temporarily removed is that they should be laid face up on a slope to shed rain and dew, and be supported on blue metal or an impervious layer to avoid rising damp as shown in the image below.



HERITAGE ADVISORY MEMO

No. 58

date: 8 May 2018

ITEM 3: Uncovered graves – private property

Council officers recently observed two slabs lying horizontal near a worksite.

Uncertain as to what they were Council officers kept clear of the slabs and fenced off an area around them with orange tape.

HERITAGE ADVISORY MEMO

No. 58

date: 8 May 2018

ITEM 4: Next Heritage Advisor visit

It is proposed that the Heritage Advisor's next visit will be 5 June 2018.





REPORT TO COUNCIL

Department:	Infrastructure & Regulation
Submitted by:	<i>Director Infrastructure & Regulation</i>
Reference/Subject:	Report 7 - Crown Roads –Proposal to transfer Crown Roads to Council

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 cycle ways 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 recommend to Council the acceptance of many of the Crown Roads identified by the Lands Department as (currently) being maintained by Council.

OFFICER'S RECOMMENDATION:

That Council:

- A) Advise the NSW Department of Industry - Crown Land & Water Division of the acceptance of the proposal to transfer the following Crown Roads to Council.
1. Rocky River Road between Thunderbolts Way and Goodes Road, section adjoining north side of Lots 608, 230, 208, 37, 38, 39 DP 755846.
Reason: Road formed, sealed, maintained by Council, access to multiple residences.
 2. Bullens Road between Rocky River Road and Williams Road, whole length.
Reason: Road formed, maintained by Council, access to multiple residences.
 3. Williams Road from adjoining Lot 298 DP 755807 (western end start of Crown road section) to Goodes Road (eastern end).
Reason: Road formed, maintained by Council, access to multiple residences.
 4. Andersons Road from Thunderbolt Way (between Lot 303 DP 659982 and Lot 532 DP 755846) eastern boundary of adjoining Lot 211 DP 755807.
Reason: Road formed, maintained by Council, access to multiple residences.
 5. Kalinowski Lane from Evertonvale Road to northern boundary of adjoining Lot 139 DP 755807.
Reason: Road formed, maintained by Council, access to multiple residences.
 6. Sawpit Gully Loop north of Lot 392 DP 755846 east to junction of Sawpit Gully Road.
Reason: Road formed, sealed, maintained by Council, access to multiple residences.

7. Sawpit Gully Road from Thunderbolts Way (adjoining Lot 1 DP 514232) to end of formed section in line with eastern boundary of Lot 266 DP 755846. Variable width.
Reason: Road formed, part sealed, maintained by Council, access to multiple residences.
8. Lookout Road west from Thunderbolts Way, adjoining northern and western boundaries of Lot 562 DP 755846, western boundary of Lot 5111 DP 1108416 and western boundary of Lot 5112 DP 1108416, to Fitzroy Street North.
Reason: Road formed, maintained by Council, access to multiple residences, access to Council water reservoir.
9. Wood Street West (between Uralla Street North and Queen Street North), short section of Uralla Street North (in line with Wood Street West), Queen Street North from junction of Wood Street West to north of Lot 102 DP 631137.
Reason: Road formed, sealed (part), maintained by Council, access to multiple residences.
10. Wood Street from Barleyfields Road junction to, and including, Maitland Street junction.
Reason: Road formed, sealed, maintained by Council, access to multiple residences.
11. Sawmill Close adjoining Lots 106 and 107 DP 793744.
Reason: Road formed, sealed, maintained by Council, access to multiple residences.
12. Prince Avenue between Duke Street and Salisbury Street/East Street/Gostwyck Road.
Reason: Road formed, sealed, maintained by Council, access to multiple.
13. Gostwyck Road between Gostwyck Street and McCrossin Street.
Reason: Road formed, sealed, maintained by Council, access to multiple residences.
14. McGregor Street between McCrossin Street and McKenzie Street.
Reason: Road formed, sealed, maintained by Council, access to multiple residences.
15. McKenzie Street between Gostwyck Street and Warwick Street.
Reason: Road formed, sealed, maintained by Council, access to multiple residences.
16. Phillip Avenue between Dumaresq Street and John Street.
Reason: Road formed, sealed, maintained by Council, access to multiple residences.
17. Crown road west of John Street/Uralla Square and south of Lot 7027 DP 94247, being the parking and turning area for Uralla cemetery.
Reason: formed, sealed, maintained by Council as parking/turning area for cemetery, including infrastructure.
18. Roman Street from junction of Dumaresq Street south west to terminus of sealed road (adjoining Lot 275 DP 755846).
Reason: Road formed, sealed, maintained by Council, access to multiple residences.
19. Extension of Roman Street north east of Dumaresq Street to junction of Lot 7054 DP 1114980 and Lot 4 Section 23 DP 759022 (north side) and junction of Lot 2 DP 1193453 and Lot 13 Section 24 DP 759022 (south side).
Reason: Road formed, access to multiple residences.
20. Section of Crown road running north west from Roman Street, adjoining western boundaries of Lot 7054 DP 114980, Lot 7016 DP 1113920, Lot 2 DP 884209 and Lot 1 DP 884209.
Reason: Legal access to multiple residences (Lot 2 DP 884209 and Lot 1 DP 884209) who currently cross Crown reserve (Lot 7054 DP 114980) which is licenced to Uralla Central School for grazing. Under informal agreement between Council and Lands, residences could cross Crown reserve unless access became restricted at which time they would be required to use Crown road west of their land. Therefore Crown road may be required for legal access. Also access in use by Lot 5 DP 731968, including new shed.

- 21. Crown road between Lot 273 DP 755846 and Lot 5 DP 731968/Lot 275 DP 755846.**
Reason: Connects Crown road (proposed Council road) in point 24 above, to Aboriginal freehold land at Lot 614 DP 755846, providing legal and practical access, as investigated previously with Council.
- 22. Fitzroy Street east of junction with Park Street, to junction of Salisbury Street.**
Reason: Road formed, maintained by Council (part), access to multiple residences.
- 23. Park Street north west of Fitzroy Street, through to junction with John Street/Leece Road.**
Reason: Road formed (part), sealed (part), maintained by Council (part), access to multiple residences.
- 24. Crown road from end of sealed Ivon Court through to Depot Road, western end of Depot Road at entrance to Council depot, Crown road running northwest from Depot Road to boundary of Lot 21 DP 1113205.**
Reason: Sealed turning circle on Ivon Court part on Crown road, Crown road used as parking area for Council depot, small section of sealed Depot Road still Crown at entrance to Council depot, Crown road to northwest formed and provides access to multiple properties. SES have been in discussion with Council about extensions to their shed, allows potential for SES vehicle access to road adjoining Ivon Court.
- 25. Wilkens Street south of Leece Road, including section of Crown road north of Lot 338 DP 755846.**
Reason: Road formed, sealed (part), maintained by Council, access to multiple residences.
- 26. Leece Road west of Faulkner Street, to road junction adjoining Lot 625 DP 39595.**
Reason: Road formed, sealed, maintained by Council, access to multiple residences.
- 27. Road from western end of Leece Road (at junction) running north, then west adjoining Lot 625 DP 39595.**
Reason: Road formed, maintained by Council, access to multiple residences.
- 28. Road from western end of Leece Road (at junction) running south adjoining Lot 625 DP 39595 and Lot 630 DP 46401.**
Reason: Road formed, maintained by Council, access to multiple residences up to point where road enters residences.
- 29. Panhandle Road from Kingstown Road to boundary of Lot 66 DP 755816.**
Reason: Road formed, maintained by Council, access to multiple residences.
- 30. Devoncourt Road from Kingstown Road to north west corner Lot 1 DP 810327, then east to terminus of road at Lot 63 DP 1068494.**
Reason: Road formed, sealed, maintained by Council, access to multiple residences.

And

- B) Only maintain the roads as per the current arrangements, with the properties utilising the unformed sections not maintained by Council to continue to be responsible for the maintenance unless upgraded to Council's standards and satisfaction.**

BACKGROUND:

The Lands department have been working on identifying Crown roads that have had road construction and maintenance undertaken on them by Council with a view to reclassifying these roads as Council roads.

REPORT:

The request, road locations and extent, and reasons are identified in the attached document.

Council staff have investigated each of the roads identified in the proposal and concur with the NSW Department of Industry - Crown Land & Water Division's assessment of the current roads maintenance.

The Department's request seems reasonable given that Council is already undertaking the maintenance over much of the Crown roads listed.

KEY ISSUES:

- Council will formally take ownership and associated responsibilities of the roads listed in the resolution.
- Council is best situated to manage these formed and unformed roads going forward.

COUNCIL IMPLICATIONS:

1. Community Engagement/ Communication (per engagement strategy)

N/A

2. Policy and Regulation

Council's Road Policy under development is to incorporate this scenario.

3. Financial (LTFP)

Current services to remain.

4. Asset Management (AMS)

N/A

5. Workforce (WMS)

N/A

6. Legal and Risk Management

N/A

7. Performance Measures

N/A

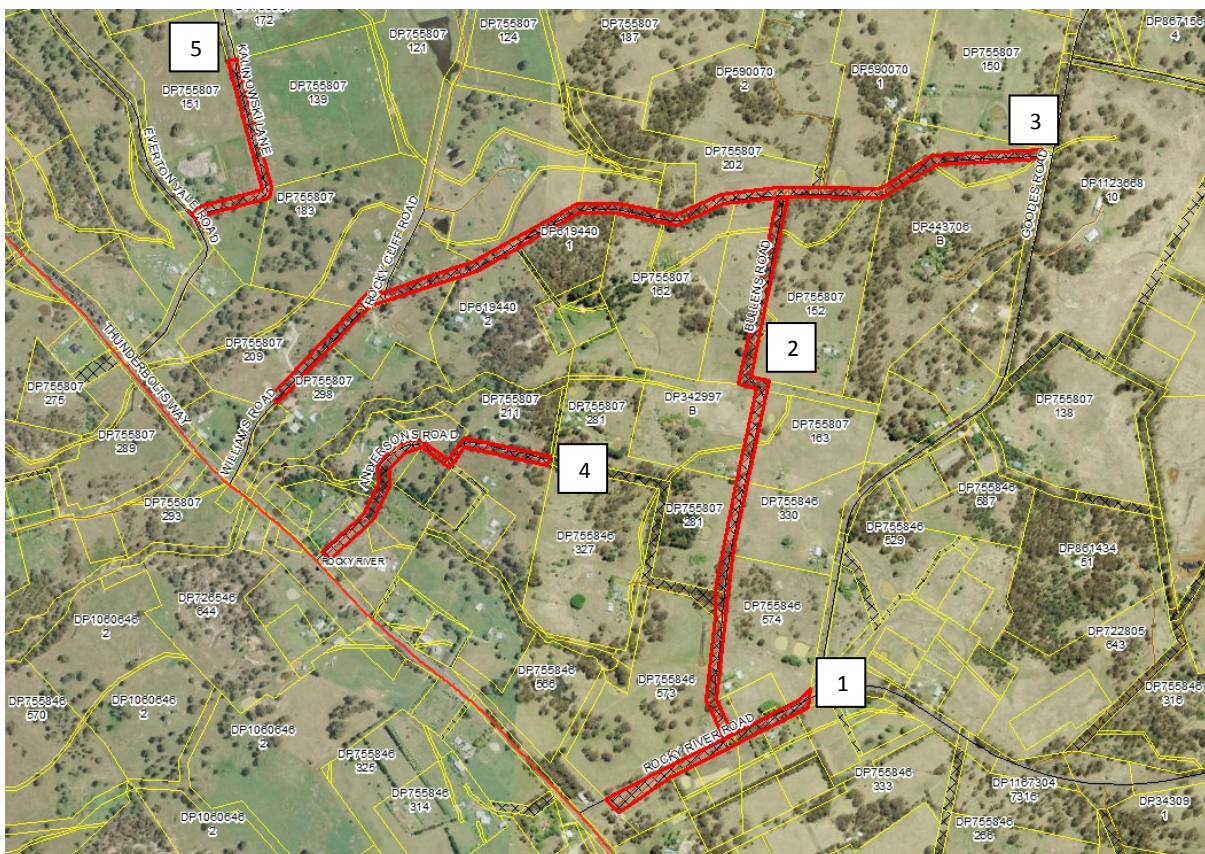
8. Project Management

N/A

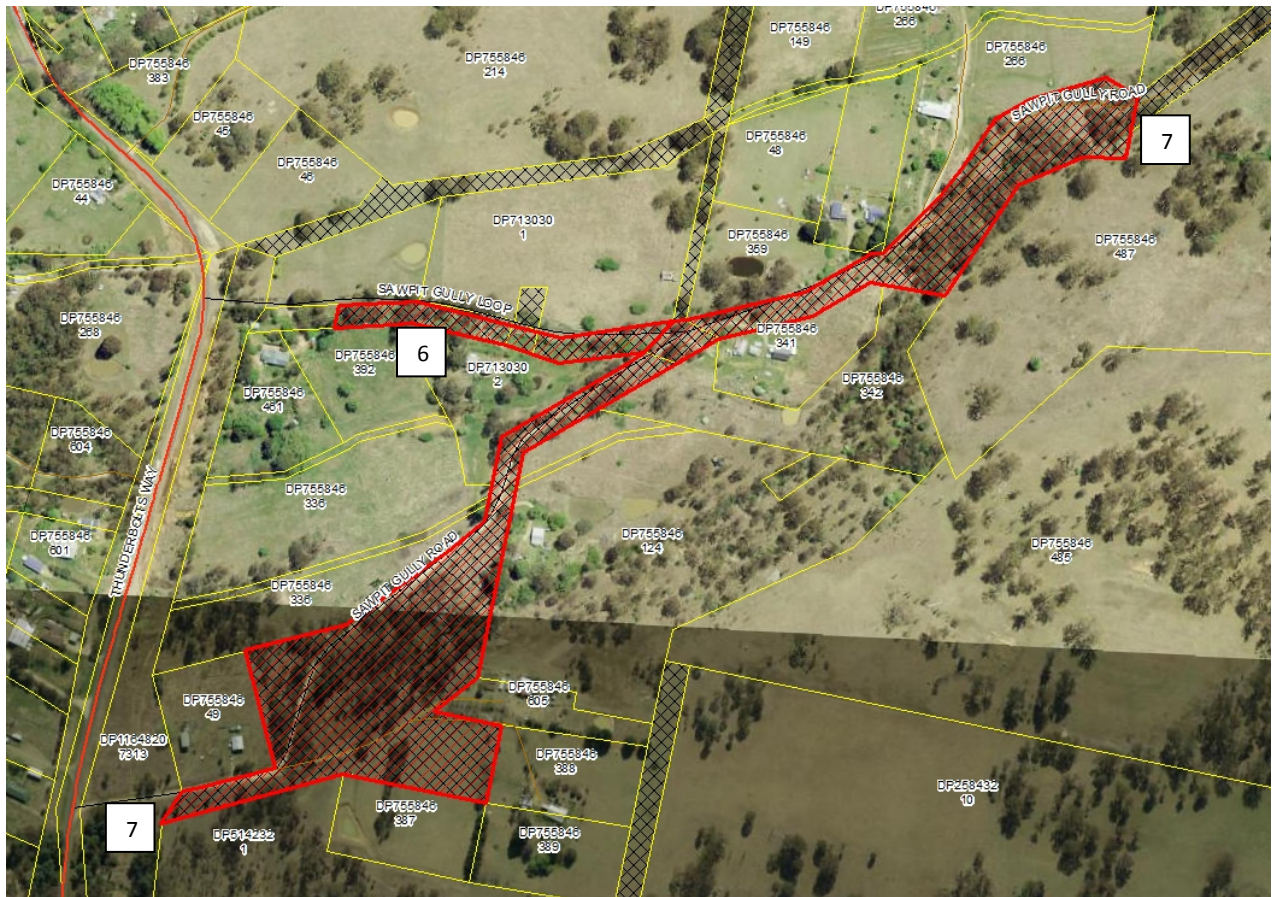
Prepared by staff member:	Terry Seymour, Director Infrastructure & Regulation
Approved/Reviewed by Manager:	Director Infrastructure & Regulation
Department:	Infrastructure & Regulation
Attachments:	Request from NSW Department of Industry - Crown Land & Water Division for Uralla Crown Roads Proposal for Transfer to Uralla Council and cover email 29 January 2018.

Uralla Crown Roads Proposed for Transfer to Uralla Council

1. Rocky River Road between Thunderbolts Way and Goodes Road, section adjoining north side of Lots 608, 230, 208, 37, 38, 39 DP 755846.
Reason: Road formed, sealed, maintained by Council, access to multiple residences
2. Bullens Road between Rocky River Road and Williams Road, whole length
Reason: Road formed, maintained by Council, access to multiple residences
3. Williams Road from adjoining Lot 298 DP 755807 (western end start of Crown road section) to Goodes Road (eastern end)
Reason: Road formed, maintained by Council, access to multiple residences
4. Andersons Road from Thunderbolt Way (between Lot 303 DP 659982 and Lot 532 DP 755846) eastern boundary of adjoining Lot 211 DP 755807
Reason: Road formed, maintained by Council, access to multiple residences
5. Kalinowski Lane from Evertonvale Road to northern boundary of adjoining Lot 139 DP 755807
Reason: Road formed, maintained by Council, access to multiple residences



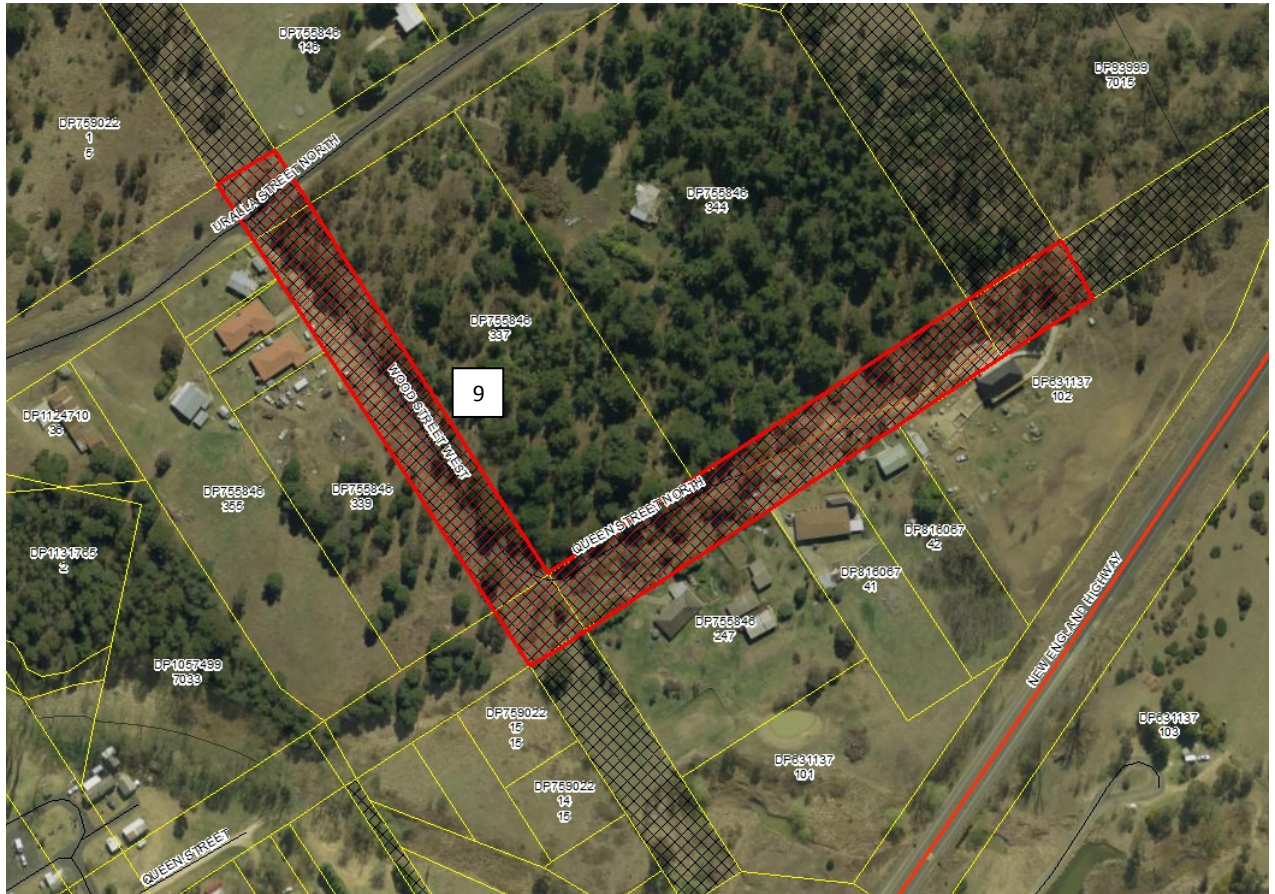
- 6. Sawpit Gully Loop north of Lot 392 DP 755846 east to junction of Sawpit Gully Road
Reason: Road formed, sealed, maintained by Council, access to multiple residences
- 7. Sawpit Gully Road from Thunderbolts Way (adjoining Lot 1 DP 514232) to end of formed section in line with eastern boundary of Lot 266 DP 755846. Variable width.
Reason: Road formed, part sealed, maintained by Council, access to multiple residences



8. Lookout Road west from Thunderbolts Way, adjoining northern and western boundaries of Lot 562 DP 755846, western boundary of Lot 5111 DP 1108416 and western boundary of Lot 5112 DP 1108416, to Fitzroy Street North
Reason: Road formed, maintained by Council, access to multiple residences, access to Council water reservoir



- 9. Wood Street West (between Uralla Street North and Queen Street North), short section of Uralla Street North (in line with Wood Street West), Queen Street North from junction of Wood Street West to north of Lot 102 DP 631137
Reason: Road formed, sealed (part), maintained by Council, access to multiple residences

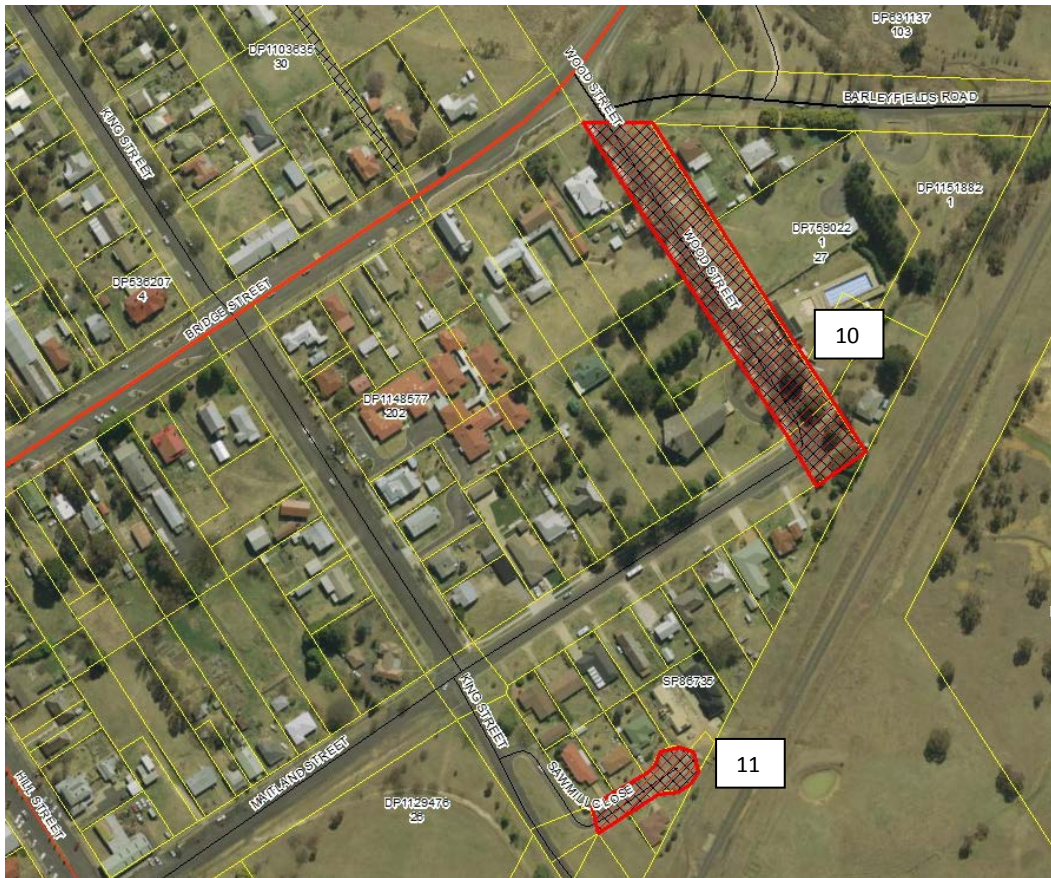


10. Wood Street from Barleyfields Road junction to (and including) Maitland Street junction

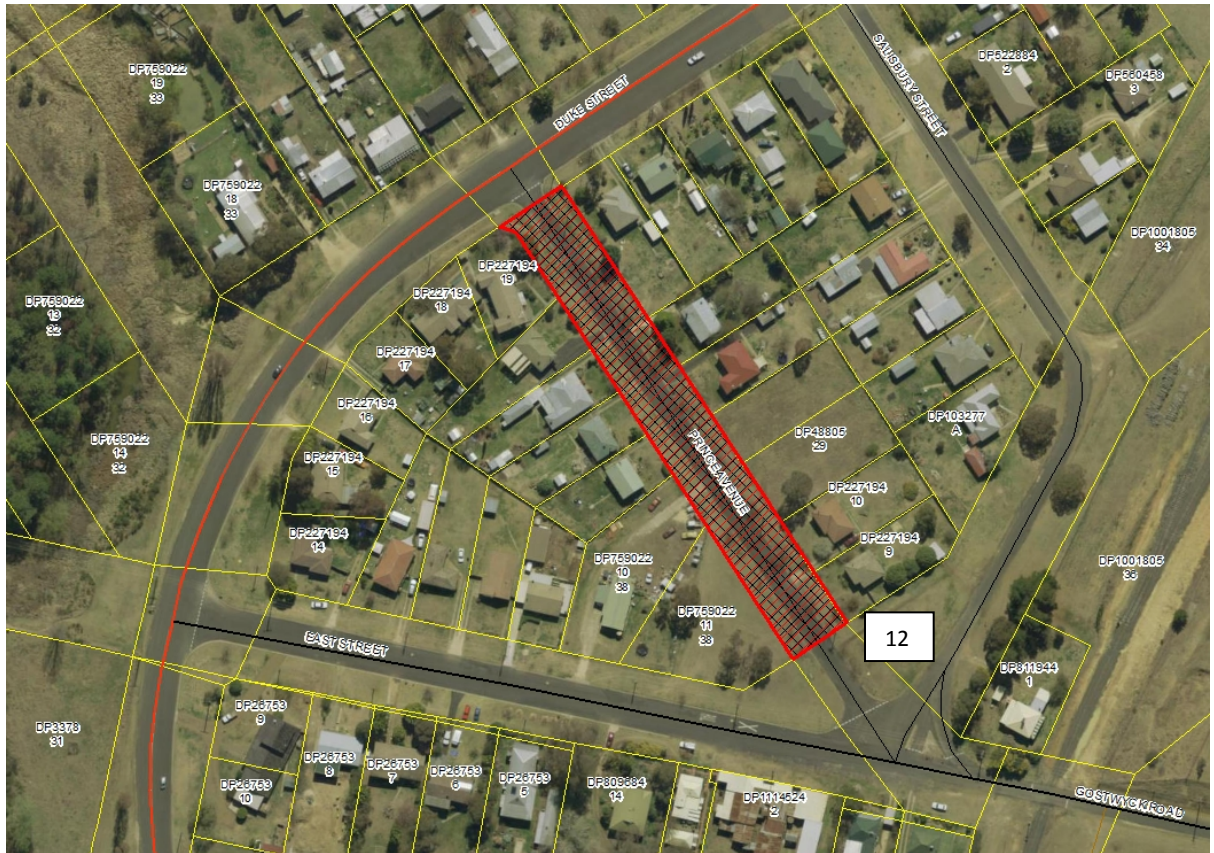
Reason: Road formed, sealed, maintained by Council, access to multiple residences

11. Sawmill Close adjoining Lots 106 and 107 DP 793744

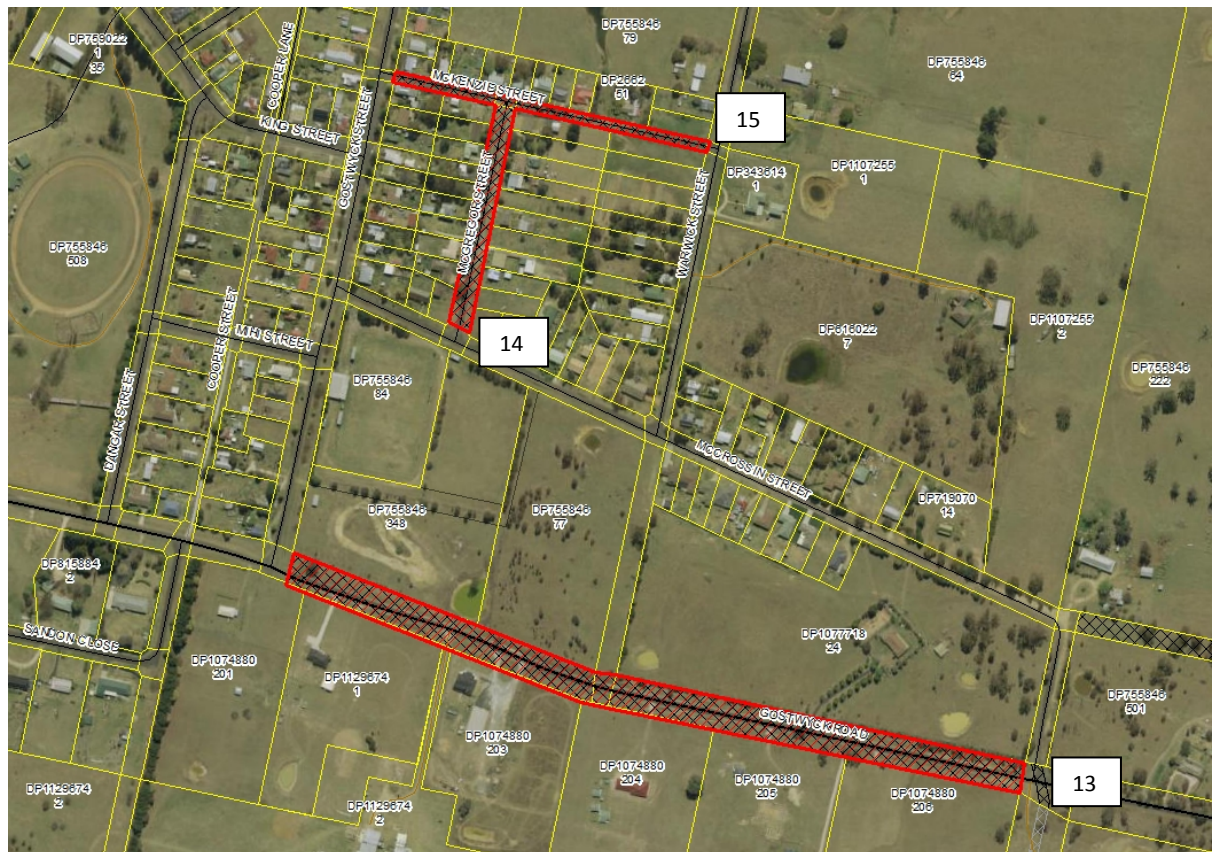
Reason: Road formed, sealed, maintained by Council, access to multiple residences



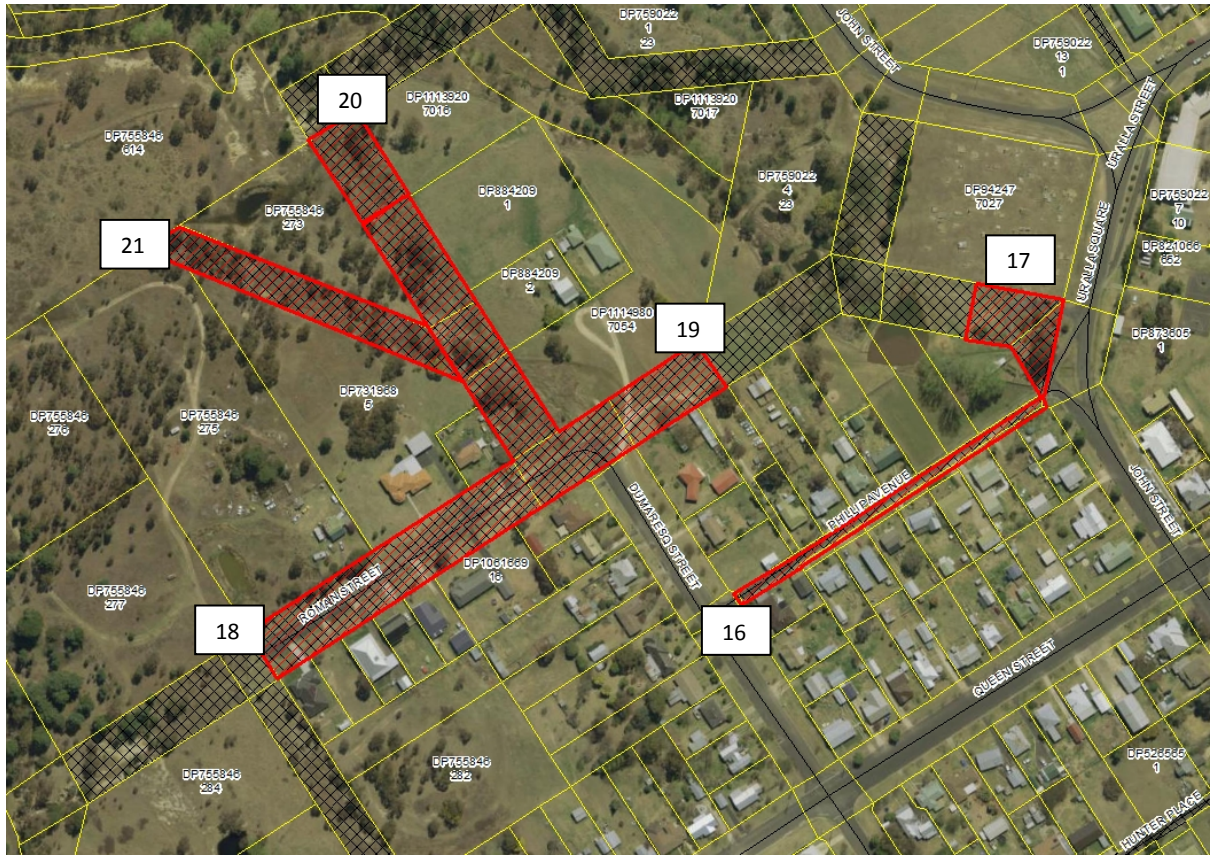
12. Prince Avenue between Duke Street and Salisbury Street/East Street/Gostwyck Road
Reason: Road formed, sealed, maintained by Council, access to multiple



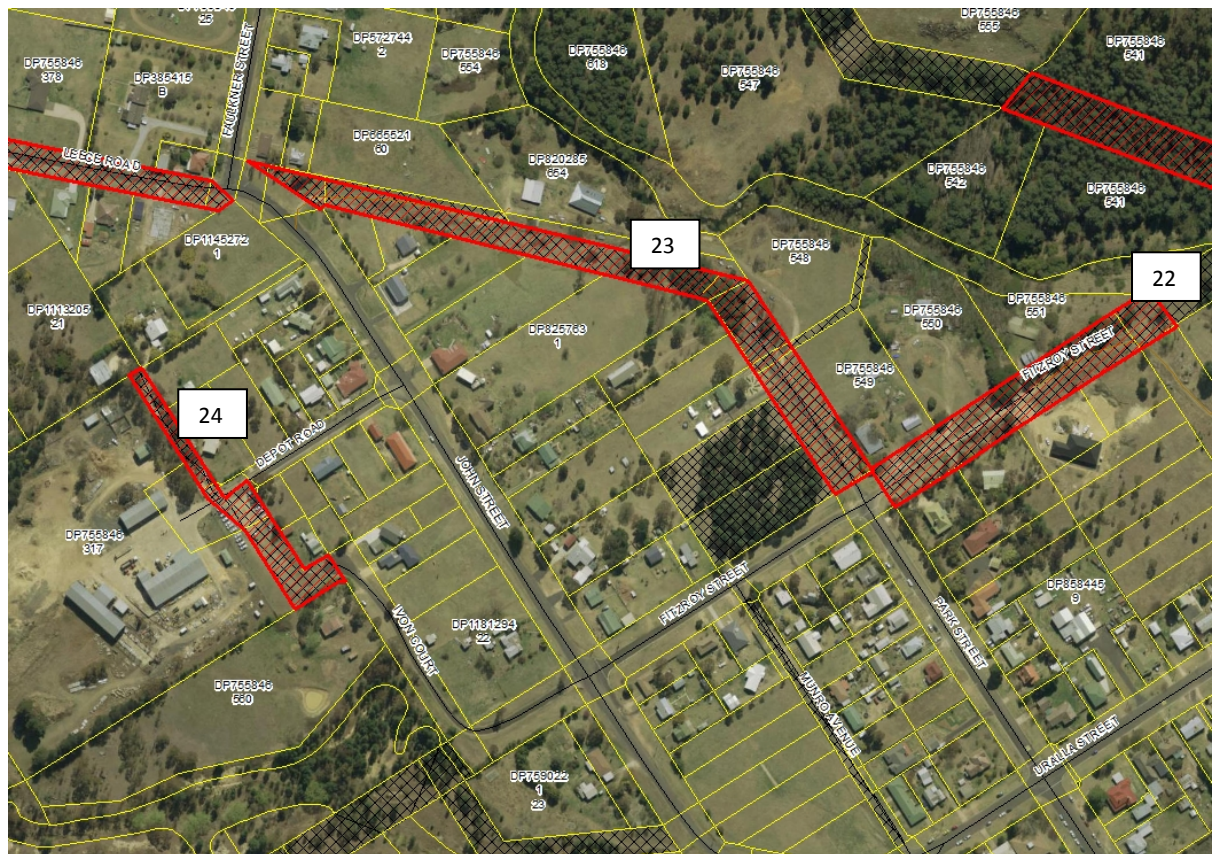
- 13. Gostwyck Road between Gostwyck Street and McCrossin Street
Reason: Road formed, sealed, maintained by Council, access to multiple residences
- 14. McGregor Street between McCrossin Street and McKenzie Street
Reason: Road formed, sealed, maintained by Council, access to multiple residences
- 15. McKenzie Street between Gostwyck Street and Warwick Street
Reason: Road formed, sealed, maintained by Council, access to multiple residences



16. Phillip Avenue between Dumaresq Street and John Street
Reason: Road formed, sealed, maintained by Council, access to multiple residences
17. Crown road west of John Street/Uralla Square and south of Lot 7027 DP 94247, being the parking and turning area for Uralla cemetery (see diagram)
Reason: formed, sealed, maintained by Council as parking/turning area for cemetery, including infrastructure
18. Roman Street from junction of Dumaresq Street south west to terminus of sealed road (adjoining Lot 275 DP 755846)
Reason: Road formed, sealed, maintained by Council, access to multiple residences
19. Extension of Roman Street north east of Dumaresq Street to junction of Lot 7054 DP 1114980 and Lot 4 Section 23 DP 759022 (north side) and junction of Lot 2 DP 1193453 and Lot 13 Section 24 DP 759022 (south side)
Reason: Road formed, access to multiple residences
20. Section of Crown road running north west from Roman Street, adjoining western boundaries of Lot 7054 DP 114980, Lot 7016 DP 1113920, Lot 2 DP 884209 and Lot 1 DP 884209
Reason: Legal access to multiple residences (Lot 2 DP 884209 and Lot 1 DP 884209) who currently cross Crown reserve (Lot 7054 DP 114980) which is licenced to Uralla Central School for grazing. Under informal agreement between Council and Lands, residences could cross Crown reserve unless access became restricted at which time they would be required to use Crown road west of their land. Therefore Crown road may be required for legal access. Also access in use by Lot 5 DP 731968, including new shed.
21. Crown road between Lot 273 DP 755846 and Lot 5 DP 731968/Lot 275 DP 755846
Reason: Connects Crown road (proposed Council road) in point 24 above, to Aboriginal freehold land at Lot 614 DP 755846, providing legal and practical access, as investigated previously with Council



22. Fitzroy Street east of junction with Park Street, to junction of Salisbury Street
Reason: Road formed, maintained by Council (part?), access to multiple residences
23. Park Street north west of Fitzroy Street, through to junction with John Street/Leece Road
Reason: Road formed (part), sealed (part), maintained by Council (part?), access to multiple residences
24. Crown road from end of sealed Ivon Court through to Depot Road, western end of Depot Road at entrance to Council depot, Crown road running north west from Depot Road to boundary of Lot 21 DP 1113205
Reason: Sealed turning circle on Ivon Court part on Crown road, Crown road used as parking area for Council depot, small section of sealed Depot Road still Crown at entrance to Council depot, Crown road to north west formed and provides access to multiple properties. SES have been in discussion with Council about extensions to their shed, allows potential for SES vehicle access to road adjoining Ivon Court



- 25. Wilkens Street south of Leece Road, including section of Crown road north of Lot 338 DP 755846
Reason: Road formed, sealed (part), maintained by Council, access to multiple residences
- 26. Leece Road west of Faulkner Street, to road junction adjoining Lot 625 DP 39595
Reason: Road formed, sealed, maintained by Council, access to multiple residences
- 27. Road from western end of Leece Road (at junction) running north, then west adjoining Lot 625 DP 39595
Reason: Road formed, maintained by Council, access to multiple residences
- 28. Road from western end of Leece Road (at junction) running south adjoining Lot 625 DP 39595 and Lot 630 DP 46401 (to point shown in diagram)
Reason: Road formed, maintained by Council, access to multiple residences up to point where road enters residences



- 29. Panhandle Road from Kingstown Road to boundary of Lot 66 DP 755816
Reason: Road formed, maintained by Council, access to multiple residences
- 30. Devoncourt Road from Kingstown Road to north west corner Lot 1 DP 810327, then east to terminus of road at Lot 63 DP 1068494
Reason: Road formed, sealed, maintained by Council, access to multiple residences



Christine Gerard

From: Rodney O'Brien <rodney.obrien@crowmland.nsw.gov.au>
Sent: Monday, 29 January 2018 1:05 PM
To: Terence Seymour
Subject: Crown roads in Uralla Shire
Attachments: Uralla Crown Roads Proposed for Transfer to Uralla Council (1).docx

Hi Terry

Please find attached a list of Crown Roads that I believe should be transferred to USC, could you please provide USC comment on the attached within 28 days. A nil response will be deemed to mean acceptance and the roads will be gazetted to Councils control accordingly.

Any issue please let me know.

Thanks

Regards

Rodney O'Brien I Group Leader Armidale & Moree
NSW Department of Industry - Crown Land & Water Division
K Block TAFE campus Allingham Street Armidale NSW 2350
PO Box 2185 Dangar NSW 2309
Direct T: 02 6770 3101 **M:** 0400 529 660 **E:** rodney.obrien@crowmland.nsw.gov.au
Generic T: 1300 886 235 **F:** 02 4925 3517 **E:** armidalecrownlands@crowmland.nsw.gov.au
W: www.lands.nsw.gov.au
Please Note: Our office opening hours are by appointment only

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REPORT TO COUNCIL

Department:	Infrastructure & Regulation
Submitted by:	Director of Infrastructure & Regulation
Reference/Subject::	Report 8 - DIVISION DECISION - Development Application 14/2018 – C Hull – 2 Lot Residential Subdivision – 51 John Street, Uralla

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

NOTE TO COUNCILLORS:

In accordance with the provisions of S375A of the Local Government Act 1993, a Division is to be called whenever a motion for a planning decision is put to the meeting, for the purpose of recording voting on planning matters.

SUMMARY:

Proposal:	2 Lot Residential Subdivision
Property description:	Lot 12 DP 1198902
Applicant:	Colin Hull
Owner:	Colin Hull
Zoning:	R1 General Residential
Date received:	7 March 2018
Public notification or exhibition:	Neighbour notification
Exhibition period:	8 – 23 March 2018
Submissions:	3
Other approvals:	Nil

This report is for the determination of a development application with three submissions requiring consideration.

The proposed development is a 2 lot residential subdivision which requires Council to approve a Clause 4.6 variation under the *Uralla Local Environmental Plan 2012* for a relaxation of the minimum lot size for subdivision in the R1 General Residential zone.

A report was previously submitted for determination at the 24 April 2018 Council meeting and was tabled awaiting further information:

“MOTION (Crs B Crouch /L Sampson)

That;

Report 11 – Development Application – 14/2018, from the Ordinary Meeting held 24 April to lay on the table until further information is received”.

This report contains additional analysis to assist Council in determining the application.

OFFICER’S RECOMMENDATION:

That Council approve Development Application 14/2018 submitted by C Hull for a 2 lot residential subdivision on land known as 51 John Street, Uralla, being Lot 12 DP 1198902 subject to the following conditions:

GENERAL CONDITIONS

1. 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.
2. All engineering works to be designed by an appropriately qualified person and carried out in accordance with Armidale Engineering Design Codes in force at the commencement of works unless otherwise indicated in this consent.
Reason: To ensure that these works are of a sustainable and safe standard.
3. All sewer and drainage works associated with the approval are to comply with the requirements of AS3500 and completed only by a licensed plumber and drainer.
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.

CONDITIONS TO BE COMPLETED PRIOR TO ISSUE OF SUBDIVISION CERTIFICATE

4. Prior to the issue of a Subdivision Certificate, an Application for a Subdivision Certificate is to be submitted to Council with three (3) copies of the Title Plan and appropriate fees. The applicant/developer is to ensure that a summary of compliance with all conditions of consent is completed and lodged with the application.
Reason: To ensure the provision of appropriate documentation for Subdivision Certificate approval.
5. That two lots are created by the subdivision of Lot 12, DP 1198902, one of around 454 m² and the other around 580 m².
Reason: To ensure that the development proceeds in the manner proposed by the applicant and approved by Council.
6. The creation by the developer, under Section 88B of the Conveyancing Act, a restriction that currently reflect the current No. 2 Section 88B existing restriction pursuant to Lot 12 DP 1198902.
Reason: To ensure continuity of Section 88B restrictions on affected lots.

7. The existing dwelling on proposed Lot 1 is connected to the water main. Connection to the water main is required for proposed Lot 2 at the expense of the developer. The water meter should be located on John Street on the southern side of the driveway within the property boundary.

Reason: To ensure that costs associated with establishing the subdivision are borne by the developer.

8. A sewer main extension is required from the existing sewer line north-west of the property of proposed Lot 2 to the proposed Lot 1. This extension is to be constructed in accordance with Armidale Engineering Design Codes in force at the commencement of works, to a standard approved by the Director of Infrastructure and Regulation, and will be at the expense of the developer. Current property sewer infrastructure must be realigned to connect to this sewer main extension.

Reason: To ensure appropriate that costs associated with establishing the subdivision are borne by the developer.

9. The subdivision must be provided with reticulated electricity and suitable telephone provisioning. The applicant shall provide a letter from the relevant electricity energy provider stating that satisfactory arrangements have been made for the supply of electricity. The applicant shall provide evidence that satisfactory arrangements have been made for telecommunications infrastructure in the subdivision / development.

Reason: To ensure appropriate that costs associated with establishing the subdivision are borne by the developer.

10. The access handle to the proposed second lot is to be:

- A minimum of 4 metres wide.
- Concreted or bitumen sealed for the entire length and to a minimum width of 3.65 metres.

Reason: To ensure appropriate access and that costs associated with establishing the subdivision are borne by the developer.

11. The developer must create an easement under Section 88B of the Conveyancing Act in the following context:

- (a) The purpose is an “easement for sewerage drainage” in favour of Council.
- (b) It must be located centrally over the new sewer main extension located within proposed Lot 2.
- (c) It must have a minimum width of 3 metres.

Reason: To protect Council’s infrastructure from inappropriate future development that may have an adverse impact on its repair, maintenance or replacement.

12. The applicant shall provide evidence to the effect that all utility services, i.e water, sewer, electricity, telecommunications, connected to or used in each of the lots within the development site are wholly contained within each of the proposed allotments.

Reason: To ensure that costs associated with establishing the subdivision is borne by the developer.

13. 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.

14. The developer is to meet the cost of and be responsible for the construction of vehicular entrances and exits in accordance with Council's requirements.

Reason: To provide appropriate access to the site.

CONDITIONS TO BE COMPLETED PRIOR TO CONSTRUCTION COMMENCING

15. 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

16. 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.

17. 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.

18. 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.

19. Run-off and erosion controls must be implemented before construction, and maintained to prevent soil erosion, water pollution or the discharge of loose sediment on surrounding land, as follows:

- (a) divert uncontaminated run-off around cleared or disturbed areas,
- (b) erect a silt fence to prevent debris escaping into drainage systems or waterways,
- (c) prevent tracking of sediment by vehicles onto roads,
- (d) stock pile topsoil, excavated material, construction and landscaping supplies and debris within the site.

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

ADVISORY NOTES - GENERAL

20. The Applicant is solely responsible for ensuring that all additional consents and agreements are obtained from other authorities, as relevant.

21. 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.

22. 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.
23. 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.
24. 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.

END

BACKGROUND:

There is no relevant background that can be provided in this instance.

REPORT:

A Development Application was submitted by C Hull for a 2 lot residential subdivision on land known as 51 John Street, Uralla, being Lot 12DP 1198902. There is an existing dwelling on towards the front of the lot.

The applicant is seeking a Clause 4.6 variation under the provisions of the *Uralla Local Environmental Plan 2012* to subdivide under the minimum lot size. Under Clause 4.6, development consent must not be granted for development that contravenes a development standard unless the consent authority has considered a written request from the applicant that seeks to justify the contravention of the development standard by demonstrating:

- (a) that compliance with the development standard is unreasonable or unnecessary in the circumstances of the case, and
- (b) that there are sufficient environmental planning grounds to justify contravening the development standard.

Development consent must not be granted for development that contravenes a development standard unless the consent authority is satisfied that:

- (i) the applicant's written request has adequately addressed the matters required to be demonstrated by above, and
- (ii) the proposed development will be in the public interest because it is consistent with the objectives of the particular standard and the objectives for development within the zone in which the development is proposed to be carried out.

The applicant has provided the required letter.

KEY ISSUES:

Compliance with Clause 4.6:

Compliance with the development standard is unreasonable or unnecessary in the circumstances of the case; The applicant has put forward that the standard should be relaxed as the only real difference in the development would be the nature of the title, which has some merit as a dual occupancy and/or strata title development is permissible on the site.

There are sufficient environmental planning grounds to justify contravening the development standard; On this sub-clause the applicant has argued that the site has infrastructure and location that are appropriate for the development, which is arguably supported following a site inspection and is consistent Section 4.15 (c) of the *Environmental Planning and Assessment Act 1979*, “suitability of the site for the development”.

Where consideration needs to be given is whether the proposed development also satisfies Section 4.15(e) of the Act as being in the public interest. Anecdotal evidence suggests that there is insufficient number, (or arguably type), of vacant lots coming to market in Uralla, though Council data shows the land stock is clearly there. This may indicate that approved subdivisions are presently not fetching the prices demanded by developers.

Further to public interest considerations is whether or not approval of the subdivision would create an expectation that such subdivisions would be generally be approved in the future. This becomes a policy position of Council as to whether slightly increased density is acceptable in order to promote development.

Lot sizes: The R1 General Residential zone specifies a minimum lot size of 560 m², and the applicant proposes to create two lots, one of around 454 m², and another of around 581 m² (or around 467 m², with the battle axe handle excluded, as the lot is required to be considered under the provisions of the *Uralla DCP 2011*). Approval of this exception to a development standard, permissible under Clause 4.6 of the *Uralla LEP 2012*, must be by Council. Lot 1 will be 106m² or 18.9% less than 560m², and Lot 2 will be 93m² or 16.6% less than 560m² standard after exclusion of the battle axe handle area.,

It is considered reasonable in this instance to approve the applications as:

- This style of subdivision is consistent with many others approved in the vicinity.
- Council has previously endorsed Clause 4.6 variations where strict adherence to development standards would prevent development, and there was no tangible benefit in refusing the application. It is however noted that no recent variations have been granted or applied for within the Uralla urban footprint.
- The proposed Lot 1 reflects the existing yard/fence configuration.
- The proposed Lot 2 has sufficient area to accommodate a dwelling.
- The application is relevant to the titles, rather than any works ie. a secondary dwelling can be located on the lot, and can be strata titled. In this context, refusal of the application would provide no tangible benefit to any parties who believe they would be adversely affected by granting of the approval.

Stormwater:

As the land falls away circa 4 metres from the kerb and gutter on John Street, an engineering solution may be required to pipe stormwater to the street from any dwelling on the proposed Lot 2. This is more appropriately addressed at the dwelling Development Application stage, as dwelling design will heavily influence whether or not such a solution is necessary.

Issues identified in submissions:

- Privacy – Inspection of the site identified no unreasonable impacts on neighbours' amenity, with significant separation and structures between dwellings.
- Noise – There is nothing to suggest that amenity impacts from noise would be heightened by approval of the application with the Clause 4.6 variation.
- Stormwater – There are existing stormwater drainage issues in the area, however as previously noted, these can be addressed with engineering solutions at the time of any dwelling application / approval.
- Servicing strategy – Adequate access to water and sewer is available to the proposed Lot 2. Telecommunications and electricity provision has been conditioned.

Council has only had the authority to approve such Clause 4.6 variations since the issue of Planning Circular PS 18-003 on 21 February 2018. The dominant issue in consideration of this application is whether or not Council is prepared to approve such a variation to the 560 m² minimum lot size requirement to facilitate a more desirable title for the applicant.

CONCLUSION:

This development application is being recommended for approval subject to conditions of consent.

COUNCIL IMPLICATIONS:

1. **Community Engagement/ Communication (per engagement strategy)**
Nil
2. **Policy and Regulation**
Uralla Local Environmental Plan 2012
Uralla Development Control Plan 2011
Environmental Planning & Assessment Act 1979
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

9. Disclosure of Political Donations and Gifts

Has a Political Donations Disclosure Statement been received in relation to this application?	Yes
Political Donation Disclosure Statement register details	N/A
Have staff received a gift or benefit from anyone involved in this application that needs to be disclosed?	No
Gift and benefits register details	N/A

Prepared by staff member: Matt Clarkson, Manager of Planning and Regulation
TRIM Reference Number: DA-14-2018
Approved/Reviewed by Manager: Terry Seymour, Director of Infrastructure & Regulation
Department: Infrastructure & Regulation
Attachments: A - Aerial photo of site
B - Site plan
C - Development Assessment Report
D - Letter from applicant
E - Submissions

Attachment A – Aerial photo of site.



OPTION 1
NO EASEMENT

16m

JOHN STREET

28.4m

LOT 1 454m²

4m

23.3m

LOT 2 580.6 m²
including driveway.

20m

PROPOSED SUBDIVISION OF 51 JOHN STREET UVALA BEING LOT 12 ON DP1198902

Development Assessment Report

DA Number: DA-14-2018 **Council:** Uralla Shire Council
Location: 51 John Street URALLA
Development Description: Subdivision of one urban lot to create two urban lots
Title Details: Lot: 12 DP: 1198902

Property Details/History

	Checked	Comments
File History	No	Not relevant to the application.
Title Plan	Yes	A Section 88B instrument is in place with regard to fencing.
Check Ownership	Yes	

Application Type

Is this application an Integrated Development Application? No
Is this application a Designated Development Application? No
Is this application for State Significant Development? No
Is this application submitted by/on behalf of a Public Authority? No
Is this application a staged Development? No
Is it a BASIX affected development? No

Concurrence/Referral

Section 4.13 – EP & A Act

Does this application require concurrence or referral? No
Is there any other issue that requires notation? No
Does this application require referral for decision by Council? Yes

Local Environmental Plan

Section 4.15(1)(a)(i) – EP & A Act

This land is zoned: **R1 General Residential**

List the relevant clause/clauses applicable under the LEP

Clause	Compliance	Comment
Land Use Table	Yes	The proposed land use requires development consent.
4.6 Exceptions to development standards	No	See “key issues” section.

Is there a draft LEP or draft LEP amendment which may affect this proposal? No
Do ‘existing use’ provisions apply to this development? No

Development Control Plan

Section 4.15(1)(a)(iii) – EP & A Act

Does Uralla DCP 2011 apply to this land/proposal?

Yes

Chapter	Compliance	Comment
2	Yes	The proposed battle axe handle is in excess of 3.65 metres.

Is there a draft DCP which may affect this proposal?

No

Regional Environmental Plan

The proposal is not inconsistent with the New England North West Regional Plan.

State Environmental Planning Policy

Is this proposal affected by a SEPP?

No

Planning Agreement

Section 7.4 (10) – EP & A Act

Is there a Planning Agreement in force under section 93F of the EP&A Act?

No

Has a Planning Agreement been offered under this development?

No

Planning Strategies/Local Policy

Section 4.15(1)(b) – EP & A Act

Is there a Planning Strategy or Local Policy that requires notation?

No

Subdivision

Is this application for subdivision?

Yes

How many new lots are being created?

1

Environmental Impacts

Section 79c(1)(b) – EP & A Act

Does this proposal have any potential environmental impacts?

	Impact	Comment
Social	No	
Economic	No	
Siting & Configuration	No	
Setbacks	No	
Privacy	No	
Overshadowing	No	

	Impact	Comment
Solar Access	No	
Amenity	No	
Water	No	
Air	No	
Noise	No	
Land Degradation	No	
Tree Loss	No	
Flora	No	
Fauna	No	

Environmental Impacts – Heritage

Section 4.15(1)(b) – EP & A Act

Does this proposal have any potential impact on?

Heritage	Impact	Comment
European	No	
Aboriginal	No	

Flooding

Section 4.15(1)(b) – EP & A Act

Is this property flood affected?

No

Bush Fire Prone Land

Section 4.15(1)(b) – EP & A Act

Is this property bush fire prone as per the Bush Fire Prone Map?

No

Contaminated Land

Section 4.15(1)(b) – EP & A Act

Has this land been identified as being contaminated land by Council?

No

Infrastructure

Has an engineering assessment been completed?

No

Does this proposal have any potential infrastructure impacts?

No

	Impact	Comment
Sewer	No	
Water	No	

Drainage	Possibly	Any future dwelling on the proposed Lot 2 may have difficulty piping stormwater to John St.
Access	No	
Kerb & Gutter	No	
Upgrade Existing Road	No	
Road Network	No	
Existing Easements	No	
Electricity	No	
Telecommunications	No	
Pedestrian Access	No	
Loading & Unloading	No	
Parking	No	

Does the development require any new easements? No

Construction Assessment

Is a construction assessment required? No

Section 68 Assessment

Section 68 – LGA Act

Is a section 68 approval required? No

Developer Contributions

Section 7.11 – EP & A Act

Does this proposal require any Developer Contribution? No

Notification

Section 4.15(1)(d) – EP & A Act

Was this application notified? Yes

Is this application an advertised development application? No

Were there any written submissions received? Yes

If Yes, what was the number of submissions received? 2

Submission Maker	Issue	Comment
Sally Prado	Lot size, privacy, noise, stormwater, servicing, information provided.	See "key issues" section.
Vince Scollen	Lot size.	See "key issues" section.

Section 88b Instrument

Does Council require a Section 88b instrument to be prepared? Yes No

Comment: Existing Section 88b restrictions on Lot 12 need to be transferred to any new lots.

Public Interest

Section 79c(1)(e) – EP & A Act

Does this proposal have any construction or safety issues? No

Site Suitability

Section 4.15(1)(c) – EP & A Act

Is this a suitable site for this proposal Yes

Assessing Officer General Comment

ASSESSMENT – KEY ISSUES

Lot sizes: The R1 General Residential zone specifies a minimum lot size of 560 m², and the applicant proposes to create two lots, one of around 454 m², and another of around 581 m² (or around 467 m², with the battle axe handle excluded, as the lot is required to be considered under the provisions of the Uralla DCP 2011). Approval of this exception to a development standard, permissible under Clause 4.6 of the Uralla LEP 2012, must be by Council.

It is considered reasonable in this instance to approve the applications as:

- This style of subdivision is consistent with many others approved in the vicinity.
- The proposed Lot 1 reflects the existing yard/fence configuration.
- The proposed Lot 2 has sufficient area to accommodate a dwelling.
- The application is relevant to the titles, rather than any works ie. a secondary dwelling can be located on the lot, and can be strata titled. In this context, refusal of the application would provide no tangible benefit to any parties who believe they would be adversely affected by granting of the approval.

Issues identified in submissions:

- Privacy – Inspection of the site identified no unreasonable impacts on neighbours' amenity, with significant separation and structures between dwellings.
- Noise – There is nothing to suggest that amenity impacts from noise would be heightened by approval of the application with the Clause 4.6 variation.
- Stormwater – There are existing stormwater drainage issues in the area, however these can be addressed with engineering solutions at the time of any dwelling application / approval.
- Servicing strategy – Adequate access to water and sewer is available to the proposed Lot 2. Telecommunications and electricity provision has been conditioned.

Recommendation

No significant adverse impacts are known or expected on the natural, social or economic environment as a result of the approving the application. In that context it would be appropriate to approve the Development Application subject to the attached recommended conditions of development consent.

Conclusion

I confirm that I am familiar with the relevant heads of consideration under the Environmental Planning & Assessment Act and Local Government Act (if applicable) and have considered them in the assessment of this application.

I certify that I have no pecuniary or non-pecuniary interest in this application.

Additional Notes Attached:

No

Signed: 

Matt Clarkson, Manager of Planning and Regulation

Date: 11.4.2018

GENERAL CONDITIONS

1. 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.
2. All engineering works to be designed by an appropriately qualified person and carried out in accordance with Armidale Engineering Design Codes in force at the commencement of works unless otherwise indicated in this consent.
Reason: To ensure that these works are of a sustainable and safe standard.
3. All sewer and drainage works associated with the approval are to comply with the requirements of AS3500 and completed only by a licensed plumber and drainer.
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.

CONDITIONS TO BE COMPLETED PRIOR TO ISSUE OF SUBDIVISION CERTIFICATE

4. Prior to the issue of a Subdivision Certificate, an Application for a Subdivision Certificate is to be submitted to Council with three (3) copies of the Title Plan and appropriate fees. The applicant/developer is to ensure that a summary of compliance with all conditions of consent is completed and lodged with the application.
Reason: To ensure the provision of appropriate documentation for Subdivision Certificate approval.
5. That two lots are created by the subdivision of Lot 12, DP 1198902, one of around 454 m² and the other around 580 m².
Reason: To ensure that the development proceeds in the manner proposed by the applicant and approved by Council.
6. The creation by the developer, under Section 88B of the Conveyancing Act, a restriction that currently reflect the current No. 2 Section 88B existing restriction pursuant to Lot 12 DP 1198902.
Reason: To ensure continuity of Section 88B restrictions on affected lots.
7. The existing dwelling on proposed Lot 1 is connected to the water main. Connection to the water main is required for proposed Lot 2. The water meter should be located on John Street on the southern side of the driveway within the property boundary.
Reason: To ensure appropriate that costs associated with establishing the subdivision are borne by the developer.
8. A sewer main extension is required from the existing sewer line north-west of the property of proposed Lot 2 to the proposed Lot 1. This extension is to be constructed in accordance with Armidale Engineering Design Codes in force at the commencement of works, to a standard approved by the Director of Infrastructure and Regulation, and will be at the expense of the developer. Current property sewer infrastructure must be realigned to connect to this sewer main extension.
Reason: To ensure appropriate that costs associated with establishing the subdivision are borne by the developer.
9. The subdivision must be provided with reticulated electricity and suitable telephone provisioning. The applicant shall provide a letter from the relevant electricity energy provider stating that satisfactory arrangements have been made for the supply of electricity. The applicant shall provide evidence that satisfactory arrangements have been made for telecommunications infrastructure in the subdivision / development.
Reason: To ensure appropriate that costs associated with establishing the subdivision are borne by the developer.

10. The access handle to the proposed second lot is to be:
- A minimum of 4 metres wide.
 - Concreted or bitumen sealed for the entire length and to a minimum width of 3.65 metres.
- Reason: To ensure appropriate access and that costs associated with establishing the subdivision are borne by the developer.*
11. The developer must create an easement under Section 88B of the Conveyancing Act in the following context:
- (a) The purpose is an “easement for sewerage drainage” in favour of Council.
 - (b) It must be located centrally over the new sewer main extension located within proposed Lot 2.
 - (c) It must have a minimum width of 3 metres.
- Reason: To protect Council's infrastructure from inappropriate future development that may have an adverse impact on its repair, maintenance or replacement.*
12. The applicant shall provide evidence to the effect that all utility services, i.e water, sewer, electricity, telecommunications, connected to or used in each of the lots within the development site are wholly contained within each of the proposed allotments.
- Reason: To ensure that costs associated with establishing the subdivision is borne by the developer.*
13. 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.*
14. The developer is to meet the cost of and be responsible for the construction of vehicular entrances and exits in accordance with Council's requirements.
- Reason: To provide appropriate access to the site.*

CONDITIONS TO BE COMPLETED PRIOR TO CONSTRUCTION COMMENCING

15. 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

16. 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.*
17. 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.*

18. 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.

19. Run-off and erosion controls must be implemented before construction, and maintained to prevent soil erosion, water pollution or the discharge of loose sediment on surrounding land, as follows:
 - (a) divert uncontaminated run-off around cleared or disturbed areas,
 - (b) erect a silt fence to prevent debris escaping into drainage systems or waterways,
 - (c) prevent tracking of sediment by vehicles onto roads,
 - (d) stock pile topsoil, excavated material, construction and landscaping supplies and debris within the site.

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

ADVISORY NOTES - GENERAL

20. The Applicant is solely responsible for ensuring that all additional consents and agreements are obtained from other authorities, as relevant.
21. 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.
22. 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.
23. 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.
24. 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.

END

Colin Hull
P.O. Box 379
Uralla NSW 2358
Ph: 0429 472 303

6th March 2018

Mr Matt Clarkson
Manager of planning and regulation
Uralla Shire Council

Re: Proposed subdivision of 51 John St Uralla
Being lot 12 on DP1198902

With this letter I am lodging a Development Application to subdivide this property into two freehold allotments. One containing the existing cottage the other a vacant lot on which I intend to build a new cottage.

Both lots will have street frontage with access to all required services, room for a cottage, car accommodation, off street parking and private easy-care gardens.

Subdivisions of this type have been quite common in the neighbouring area in recent years as they meet the demand for affordable housing in established, well positioned neighbourhoods and are currently one of the only financially viable options to create new properties in the Uralla township.

One neighbouring property already has two dwellings on a similar sized total area while others remain larger allotments so the total density of homes in this location will remain quite low even with the approval of this proposal.

The property is however just 86m² short of the total area required to achieve the minimum lot size of 560m² for each lot. Therefore, I am requesting an exemption under clause 4.6 of the Uralla local environment plan 2012 so this application can proceed.

I believe it is unreasonable for council to force me into the considerable extra costs, complications and time delays of producing the same result of two dwellings, two titles using a strata title development when I am less than 8% short of the total area required for a normal subdivision.

Two freehold titles are a cleaner, simpler, more user-friendly option both now and into the future. A Strata title development is an unnecessary impost to achieve an inferior result for council, myself and any future owners or residents.

My proposal has Lot 1 (front lot) with existing cottage at 454m² and the rear vacant lot (Lot 2) at 580m². While both lots have similar usable space the size difference is taken up by the driveway access to the rear allotment.

The proposed boundaries take into account existing fences, services and are positioned to create a balanced feel to the development. Attached site plans and photos clearly show that both allotments have ample room for cottages, vehicular access, garaging, private gardens and space to enjoy the ambience at this location without over crowding neighbours or disrupting their outlooks.

A totally reasonable proposal for council to consider and approve.

Regards


Colin Hull

URALLA SHIRE COUNCIL	
E/N	DA-14-2018
E/N	11/18/567
A/P	
105	

From: Vince Scollen <vincescollen@gmail.com>
Sent: Sunday, 11 March 2018 9:45 AM
To: Council
Subject: TRIM: DA Application No. DA-14-2018

Follow Up Flag: Follow up
Flag Status: Completed

HP TRIM Record Number: UI/18/422

I would like to submit an objection to this subdivision on the grounds that it would create two very small blocks.

Lot 1, as described on the attached plan would be 454 sq metres .

Lot 2, would be 580.6 sq metres including the 4 metre wide driveway of 112 sq metres. This would mean the effective area of the block would be only 468.6 sq metres.

This would mean that there would be two blocks, both below the mandated lot size .

Yours sincerely
Vince Scollen
70 John St
Uralla

From: Sally-Anne Prado <s.prado@hotmail.com>
Sent: Monday, 12 March 2018 1:51 PM
To: Council
Subject: TRIM: Submission re. Development Application No. DA-14-2018, 51 John St Uralla

HP TRIM Record Number: UI/18/423

Dear Sir/Madam,

I wish to OBJECT to the proposed 2 Lot Subdivision of 51 John Street, Uralla.

*Both Lots 1 and 2 will be very small, well below the minimum lot size requirements. The Lot size stated for Lot 2 on the hand-drawn map provided with the application is wrong.

*Any future house built on Lot 2 would overlook both my front and rear yards, and the front of my house, impeding my privacy and enjoyment.

*Any future house built on Lot 2 would create more noise with additional cars.

*No provision has been made for any storm water issuing from either Lots.

*No servicing strategy has been provided.

* The submission does not meet requirements in terms of information, including *no north arrow, scale bar or date;*no direction or degree of slope;*no location of existing built or natural items, e.g. the existing house on Lot 1;*no proposed method for disposing of stormwater from current and/or future dwellings, etc Etc Etc.

Regards
Sally Prado
4 Leece Road, Uralla
0434 395 192

Steven Attard

3 Faulkner Street Uralla
N.S.W 2358.
Phone: (0421779361)

► **Uralla shire Environment,
development and
infrastructure committee**

32 Salisbury Street, Uralla N.S.W 2358
Phone: (02 6778 6300).

OBJECTION TO DEVELOPMENT APPLICATION No DA-14-2018 (51 John Street, Uralla)

Hi,

My name is Steven Attard I am the owner/occupier of 3 Faulkner Street Uralla and I am writing to you in OBJECTION to the proposed 2 lot subdivision of 51 John Street Uralla. I OBJECT to the proposed development on a number of grounds. Firstly I OBJECT as the location and orientation places the building in VERY CLOSE PROXIMITY TO MY HOME. The orientation of the proposed building will mean that it faces directly onto my kitchen and dining room. The kitchen being the heart of the home, this will SIGNIFICANTLY AND DRAMATICALLY REDUCE THE VALUE OF MY PROPERTY. Secondly I OBJECT on environmental factors. My property not having any curb or guttering is frequently inundated with water flowing from the street. WHEN THE PROPERTY NEXT DOOR TO ME WAS DEVELOPED AND CURB AND GUTTERING INSTALLED AT THE FRONT OF THAT PROPERTY THE WATER PROBLEMS WERE FURTHER EXACERBATED. Now every time it rains water courses through my property and bubbles up through the ground. Given the slope of the land, the proposed development of 51 John Street will only further compound the influx of water causing considerable damage to my property.

In summary I VIGOROUSLY OBJECT to the proposed 2 lot subdivision of 51 John Street Uralla (**APPLICATION No: DA-14-2018**) as this development will have a detrimental impact on my home both physically and financially. I ask that you please, please take long and careful consideration when assessing the application.

Yours sincerely,



Steven Attard



REPORT OF COMMITTEE

Department:	Community and Governance
Submitted by:	<i>Acting Coordinator Community Development and Tourism</i>
Reference/Subject:	Report 9 - Community Grants Program – Request to Change Special Condition

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	1.3 A diverse and creative culture
Strategy:	1.3.3 Lobby government, companies and other individuals to secure funding for cultural and creative expression fields
Activity:	1.3.3.1 Enhance opportunities for community cultural and creative expression
Action:	1.3.3.1.2 Provide an annual community grants program

SUMMARY:

This report addresses a request from a recipient of the 2018 Community Grants Program, Round 2, to consider a variation to the Special Condition.

OFFICER'S RECOMMENDATION:

That Council remove the Special Condition attached to the \$300 grant made to the Uralla Historical Society in Round 2 of Council's Community Grants program, so that the grant payment can be made on provision of a tax receipt for transportation of the old Uralla Shire Truck no. 3 to Armidale.

BACKGROUND:

Council conducted round two of the 2017-18 Community Grants Program in February 2018. All recipients, both successful and unsuccessful, have been advised of the outcome of their applications to Round 2 of the program.

REPORT:

All ten successful applications under round 2 of the Community Grants Program have accepted their Letter of Offer. However, Uralla Historical Society requested a variation to the Special Conditions. Excerpts from the previous Council report regarding the Uralla Historical Society's application are set out below:

Uralla Shire Council
Council Business Paper – 22 May 2018

Table 1 – Received Applications – Round Two

Applicant/Category	Amount requested	Purpose
Group/Organisation		
Uralla Historical Society	\$300	Transportation expenses to relocate a 1950s Ford Thames truck from Gunnedah to the Chaff Shed display at McCrossin’s Mill Museum, Uralla.

Table 2 – Panel Assessments

Applicant/Category	Assessments
Group/Organisation	
Uralla Historical Society	The purpose of the application is considered to meet the criteria.

Table 3 – Successful Applicants and Special Conditions

Applicant/Category	Amount	Special Conditions
Uralla Historical Society	\$300	Applicant to demonstrate installation of the 1950s Ford Thames fire truck at the Chaff Shed display at McCrossin’s Mill Museum, Uralla.

As set out in Table 3, a Special Condition was included for the \$300 grant, and the Letter of Offer included the following:

- “4 (a) Payment will be made on arrival of the truck to the Chaff Shed in Uralla for display at McCrossin’s Mill.”

Uralla Historical Society requested the special condition be varied so that the \$300 grant can be made available on presentation of the receipt for transportation of the truck to Armidale.

The Uralla Historical Society have reiterated the following information provided in their application:

- The truck, an old Ford Thames originally owned by Uralla Shire Council (Shire Truck #3) will be taken to Armidale, on loan, for care and work by the New England Antique Machinery Club.
- The Chaff Shed does not currently have space for the truck, but it will eventually be housed at McCrossin’s Mill Museum.
- The gift of the truck has been discussed and promoted to members via the UHS newsletter, ‘The Miller’s Tale’. A copy of the Spring / Summer 2017/18 Newsletter is available for Councillors to read.
- This item aligns with UHS Objectives: to promote the knowledge of and interest in history, particularly the history of Uralla, and consequently to collect, preserve, house and exhibit objects of historical interest.

KEY ISSUES:

- Requested variation to Special Conditions for Uralla Historical Society \$300 community grant.

CONCLUSION:

This report recommends a variation to the Special Condition for the \$300 community grant made to Uralla Historical Society in Council's second round of Community Grants. Should Council not wish to proceed as recommended in the report, an alternative recommendation is set out below:

That Council note the request from the Uralla Historical Society and retain the special condition that payment will be made on arrival of the truck to the Chaff Shed in Uralla for display at McCrossin's Mill.

COUNCIL IMPLICATIONS:

- 1. Community Engagement/ Communication (per engagement strategy)**
Nil
- 2. Policy and Regulation**
Nil
- 3. Financial (LTFFP)**
Nil
- 4. Asset Management (AMS)**
Nil
- 5. Workforce (WMS)**
Nil
- 6. Legal and Risk Management,**
Nil
- 7. Performance Measures**
Nil
- 8. Project Management**
Acting Community Development and Tourism Coordinator

Prepared by staff member: Clare Campbell
TRIM Reference Number:
Approved/Reviewed by Manager: Trish Kirkland
Department: Community and Governance
Attachments: Nil



REPORT TO COUNCIL

Department:	Community and Governance
Submitted by:	<i>Acting Community Development and Tourism Coordinator</i>
Reference/Subject:	Report 10 - Visitor Information Centre & Library Monthly Report

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 & the Library for the month of April 2018.

OFFICER'S RECOMMENDATION:

That the report be received and noted.

BACKGROUND:

Not applicable.

REPORT:

Uralla Visitor Information Centre

April 2018 has continued the trend of the past years as the strongest month of the calendar year. We welcomed 1,172 visitors, an increase of 51.6% on March figure of 773. This strong result is still a minor decrease of just 2.6% on the April 2017 figure of 1,204. The visitor chart for this month reflects some minor changes to the 2017 figures as we have scrutinised our statistics and corrected where necessary.

Year-to-date gross profit margin is 48.3% (prior to end of year stock take adjustments) compared to 2016-17 gross profit margin of 40%.

The sales for April 2018 totalled \$2,065 (excl GST), an increase on the March figure of 31%, and almost a 73% increase on 2017 April sales. We're pleased to report that the "VIC" is already ahead of the budget sales figure for 2018, with 2 months still to go. This result is at least partially attributed to the introduction of EFTPOS.

Uralla Shire Council
Council Business Paper – 22 May 2018

The majority of travellers who came through the Visitor Information Centre in April continued the general trend, residing principally in New South Wales (62%), followed by Queensland (20.6%) then Victoria (4%) with WA not far behind. 47 visitors came from overseas, principally from China (20), Germany (9) with USA, Canada and Sweden all recording 4 visitors. Others included UK, Belgium and France.

Staffing the VIC has been a close effort for the past few months while we're in a recruitment phase. Our team of casual staff are to be commended for taking up shifts and ensuring the smooth running of the centre. We are attempting to recruit another two casual staff, to act as relief casuals during periods of annual or other leave, particularly as we move into winter and the difficulties of the flu season. All VIC staff and casuals accepted Council's offer of a flu vaccine or had arranged their own vaccination.

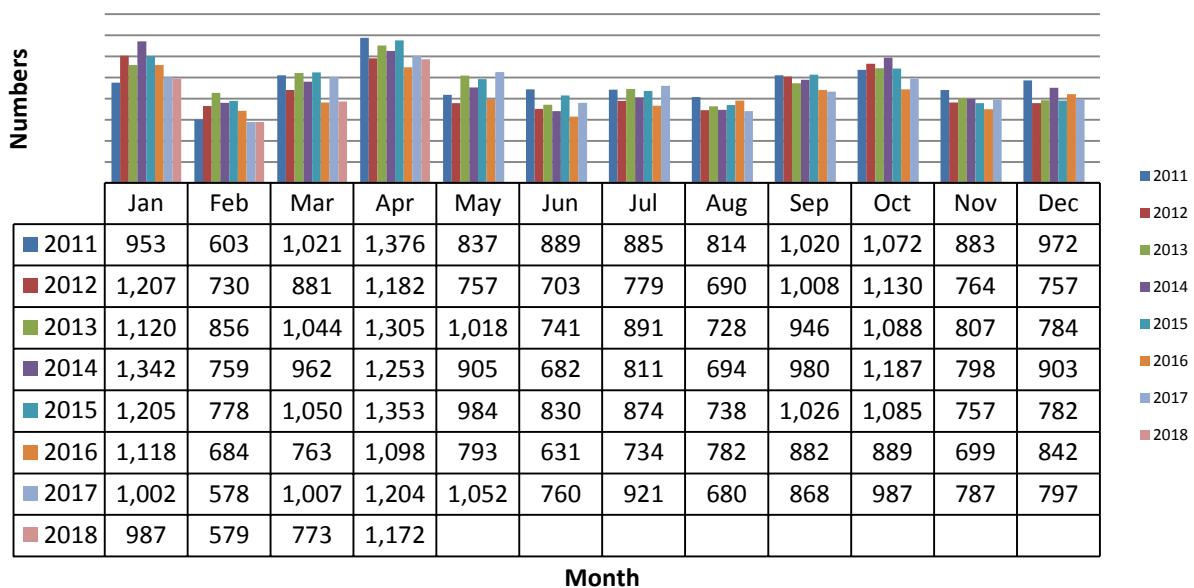
Sales to-date for 2017-18 Financial Year

Month	Total (ex. GST)
July	\$1,403
August	\$1,326
September	\$1,455
October	\$1,844
November	\$1,888
December	\$830
January	\$2,725
February	\$730
March	\$1,568
April	\$2,065
Total (\$)	\$15,834

Annual April Sales

Year	Total (ex GST)
2014/15	\$1,809
2015/16	\$1,474
2016/17	\$1,194
2017/18	\$2,065

Uralla Visitor Information Centre Visitor Numbers



Uralla Shire Council
Council Business Paper – 22 May 2018

Uralla Library

Loans for the month of April totalled 1,734 items (this figure includes all resources: books, DVDs, audio books, magazines and CDs). The figure represents an increase of 16.3% from the March total loans, placing Uralla Library again as the fourth highest for items loaned in the Central Northern Library Group (CNRL) for the month (behind the much larger libraries of Tamworth and Tamworth South as well as Narrabri). 12 new members were added during April, which places Uralla equal third out of 15 libraries in the group for the month.

In April, the library continued with its innovative and successful programs. Baby Booktime continues running and targeting its goal: to nurture a love of reading and libraries from an early age. For one exciting Storytime, members of the Uralla Fire Brigade called in and the audience of 17 children and 9 parents were delighted to see them and hear the fire alarm sounded.

The Library was closed on ANZAC Day, however a display of relevant resources continues to create discussion and interest.

CNRL partnership has provided continuing benefits for Uralla Library: a successful application (for the partnership) for a Library Infrastructure Grant secured for \$200,000 for stage one of the introduction of RFID technology – this will deliver increased efficiencies for checking resources in and out of the library as each item will have a scannable tag on it. It may also lead to increased use of the self-checker facility. A second grant has been lodged under Be Connected, and hopes to secure \$1,500 for each branch to train senior citizens in digital literacy. Free access to Ancestry.com is another positive component of the CNRL partnership.

Youth Week was very successful, hosting a total of 411 children in various programs, both at the Library and the Neighbourhood Centre. The Escape Room was very popular and a second session was held due to this activity being oversubscribed. The librarian was very pleased with the conduct of all children who participated and was also pleased to have the support of some parents. We will now assess and proscribe the maximum number of people to be hosted in the library as a result of these popular events and in line with Council's WHS policy.

The Artist of the Month program is well subscribed and supports existing and emerging local artists to have the opportunity to hang their work in a public space. Any sales of artwork are arranged directly with artist.

Library Figures to-date for 2017-18 Financial Year

Month	Loans	New Members
July	1,578	19
August	1,561	17
September	1,510	12
October	1,922	22
November	1,532	11
December	1,272	5
January	1,935	14
February	1,338	8
March	1,491	18
April	1,734	12
Total	15,873	138

Uralla Shire Council
Council Business Paper – 22 May 2018

KEY ISSUES:

Nil

Prepared by staff member: Clare Campbell
TRIM Reference Number:
Approved/Reviewed by Manager: Trish Kirkland
Department: Director Community and Governance
Attachments: Nil



REPORT TO COUNCIL

Department:	Community and Governance
Submitted by:	<i>Acting Community Development and Tourism Coordinator</i>
Reference/Subject:	Report 11 - Z-Net Partnership – Presence in the Library

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal: 3.2 Maintain a healthy balance between development and the environment
3.3 Reuse, recycle and reduce wastage

Strategy: 3.1.4 Raise community awareness of environmental and biodiversity issues
3.2.2 Educate the community about sustainable practices in the home, at work and in public places
3.3.5 Identify technologies in council facilities, infrastructure and service delivery to reduce our ecological footprint

Action: 3.2.2.1 Raise community awareness of sustainability practices

SUMMARY:

Z-NET have approached Council about hosting a weekly public consultation space within the Uralla Library.

OFFICER'S RECOMMENDATION:

That Council advance arrangements with Z-Net to occupy a space within the Uralla Library foyer area for a 'pop-up' office half a day each week (except Tuesday or Friday) under the arrangements set out in a Memorandum of Understanding between Council and Z-Net.

BACKGROUND:

Z-NET have been accessing office space within the Uralla Literary Institute, but have been advised that the CWA will no longer be able to continue the arrangement. ZNET have now advised Council:

- a) *They will be moving to office space at CSIRO's Chiswick for the duration of their current Elephant in the Woodland project (until March 2021). There are strong overlapping research interests in sustainable farming and ecosystem services.*
- b) *It is important that they maintain a local presence in town for residents to access assistance and information regarding energy and sustainability issues.*

REPORT:

Z-NET have advised they are moving their office space to CSIRO's Chiswick base until March 2021, which will secure their access to both services and facilities, including meeting spaces.

However, this community-based group states it is important that they continue to have a presence within Uralla for community consultation and advice.

They have discussed their proposal with the Librarian who is supportive of a plan to offer them ‘pop-up’ space within the Uralla Library for half a day each week. This space will include an existing desk and a couple of chairs for members of the public who seek information or assistance about energy and environmental sustainability issues. The Library would also offer to develop a list of relevant resources – both books and digital options for members of the public to access. This proposal is a synergistic activity which will increase visitors to the library and use of resources, as well as increasing energy efficiency per capita for visitors. It is also likely to result in more members of the public being involved in sustainable practices and awareness of environmental and energy issues.

There are constraints for Library operations with this occurring on Tuesday or Friday, however, all other days including weekends are available for the proposed ‘pop-up’ office space for Z-Net.

It has been established that No additional resources will be required – existing furniture will be used and the Library will be able to comfortably store the banner and sandwich board if required.

This report recommends Council proceed to implement the arrangement under a simple and brief Memorandum of Understanding with Z-Net to capture the terms of the arrangement.

KEY ISSUES:

- Strong alignment with the Community Strategic Plan goals and strategies
- Z-Net have had a long and successful partnership with Council
- Good synergies with the library programs and activities
- Library foyer space is available for half a day each week on any day except Tuesday and Friday

COUNCIL IMPLICATIONS:

1. Community Engagement/ Communication (per engagement strategy)

Nil

2. Policy and Regulation

Nil

3. Financial (LTFFP)

Nil

4. Asset Management (AMS)

Nil

5. Workforce (WMS)

Nil

6. Legal and Risk Management

Nil

7. Performance Measures

Nil

8. Project Management

Librarian

Prepared by staff member: Clare Campbell
Approved/Reviewed by Manager: Trish Kirkland,
Department: Community and Governance
Attachments: NIL



REPORT TO COUNCIL

Department:	Community and Governance
Submitted by:	<i>Risk Management and Safety Officer</i>
Reference/Subject:	Report 12 - Audit and Risk Committee – Independent Member

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	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:

The purpose of this report is for Council to select and appoint one independent external representative to Council's Audit, Risk and Improvement Committee in accordance with the Audit, Risk and Improvement Committee Charter. Council's evaluation committee, which has used set criteria to assess applicants based on qualifications, experience and skills, has recommended that Mr Thomas Colby and Mrs Deborah Creed be considered by Council to fill the one vacant independent external representative position on Council's Audit, Risk and Improvement Committee.

OFFICER'S RECOMMENDATION:

That Council appoint _____ from the short listed applicants to fill the vacant independent external representative on Council's Audit, Risk and Improvement Committee.

BACKGROUND:

On 22 September 2014, Council adopted its Risk Management Policy, which commits Council to establishing and maintaining an Audit and Risk Committee in accordance with the Internal Audit Guidelines produced by the Office of Local Government, then the Division of Local Government (Resolution 300/14). At the Ordinary Meeting on 27 October 2014, Council adopted the Audit and Risk Committee Charter (Resolution 329/14). The charter prescribes how the Audit and Risk Committee within Council will be governed.

At Council's Ordinary Meeting on 27 April 2015, Council resolved to appoint Mr Michael O'Connor and Mr Sean Johnston as the two independent external representatives to Council's Audit and Risk Committee, as recommended by the evaluation committee (Resolution 9.04/15).

Mr Johnston resigned from the Audit and Risk Committee prior to the Committee's meeting in November 2017. An Expression of Interest process was facilitated from 23 February to 9 March 2018

to identify a suitable replacement for Mr Johnston, and to fill an additional independent external representative position on the Committee as required under the Internal Audit Guidelines.

As a result of the Expression of Interest process, Council resolved that Mr Paul Packham be appointed to the Audit, Risk and Improvement Committee (The Committee was renamed at Council's March meeting Resolution 24.03/18), and that further Expressions of Interest be sought to fill the remaining vacant position on the Committee (Resolution 25.03/18).

REPORT:

The Expressions of Interest (EOI) process was facilitated from 27 April to 11 May 2018 and was promoted via Public Notice in the Armidale Express, as well as on Council's website at www.uralla.nsw.gov.au. Council received three applications by the close of the EOI period on 11 May 2018.

These applications were received and evaluated by an evaluation committee against the set criteria of qualifications, experience and skills. A ranking scale was used to evaluate the applications (**Attachment A**). The evaluation committee comprised the Coordinator Governance and Risk and the Risk Management and Safety Officer.

Following the evaluation of the applications received, the evaluation committee determined that only the applications from Mr Colby and Mrs Creed demonstrated the requisite qualifications, experience and skills required to serve on Council's Audit, Risk and Improvement Committee. A satisfactory check to verify qualifications, experience and skills was conducted. Refer to **Confidential Attachment B** for a copy of Mr Colby's application and **Confidential Attachment C** for a copy of Mrs Creed's application.

In accordance with Clause 3.2 of the Audit, Risk and Improvement Committee Charter, the successful applicant will be appointed for the balance of the current Council term, which expires in September 2020. Following the 2020 local government elections, all three external independent representatives are eligible for extension for re-appointment following a formal review of their performance by the elected Council.

KEY ISSUES:

Thomas Colby is an accountant and registered tax agent based in Tamworth. Mr Colby holds a Bachelor of Economics (Honours) from the University of New England and a Master of Accountancy from Charles Sturt University and has worked as a foreign exchange dealer, accountant and financial planner. Mr Colby established his own accountancy and financial planning business in 2000, providing advice to individuals, partnerships, trusts, companies and self-managed superannuation funds. Having sold his business in 2014, Mr Colby now works for another accountancy business on a piecemeal basis.

Deborah Creed is a business consultant providing specialist business management, financial and management accounting, internal audit and process and internal control improvement advice to small and large organisations. Prior to becoming a business consultant, Mrs Creed was an audit manager and oversaw external audits for various organisations, including local governments, registered clubs, nursing homes, childcare organisations and private schools. Mrs Creed holds various university qualifications, including a Bachelor of Commerce, Master of Commercial Law and Master of Commerce (Professional Accounting). Mrs Creed also holds a Graduate Certificate in Internal Audit and is a professional member of the Institute of Internal Auditors Australia. In addition to having previously been a casual lecturer and unit coordinator for accounting and commercial law

subjects at the University of New England, Mrs Creed is currently engaged by the Institute of Internal Auditors Australia a tutor for one of the Graduate Certificate in Internal Audit modules.

CONCLUSION:

The evaluation committee has determined that Mr Colby and Mrs Creed both possess the qualifications, experience and skills required to serve on Council's Audit, Risk and Improvement Committee and provide independent assurance and assistance to Council on risk management, control, governance and external accountability responsibilities, and that one of these persons should be selected by Council to fill the vacant independent external representative position on the Committee.

COUNCIL IMPLICATIONS:

1. Community Engagement/ Communication (per engagement strategy)

Council conducted an open Expression of Interest process for the selection of one independent external member, which was advertised in local media as well on Council's website.

2. Policy and Regulation

Risk Management Policy
OLG Internal Audit Guidelines

3. Financial (LTFP)

Nil

4. Asset Management (AMS)

Nil

5. Workforce (WMS)

Nil

6. Legal and Risk Management

The Local Government Act prescribes that risk management is an integral part of all Council systems. The Audit, Risk and Improvement Committee will provide professional independent advice and assistance to Uralla Shire Council to improve its operations and functions, ensure compliance to legislation, and be accountable for its external responsibilities.

7. Performance Measures

Nil

8. Project Management

Nil

Prepared by staff member:	Matthew Fletcher
TRIM Reference Number:	
Approved/Reviewed by Manager:	Cian Middleton
Department:	Coordinator Governance and Risk
Attachments:	Attachment A – Evaluation Ranking Scale Confidential Attachment B – Application Confidential Attachment C – Application

Evaluation Criteria – Audit, Risk and Improvement Committee Applicants

Ratings – Comparative Assessment and Ranking Method		
Score	Rating Scale	Definition
8-10	Outstanding	Meets the requirements comprehensively in all respects, exceeds some requirements. Demonstrates innovation/improved service delivery with significant benefits to the organisation. Displays a significant capacity to add value to the outcome through quality of people or processes or through specialist knowledge or experience.
	Very Superior	Meets requirements in all respects, exceeds some requirements and provides detailed evidence of a high level of innovation/adaptability. Displays a high-level capacity to add value to the outcome through quality of people or processes or through specialist knowledge or experience.
	Superior	Meets requirements in all respects, provides full details and demonstrates evidence of a moderate level of innovation/adaptability. Displays a high level capacity to add value to the outcome through quality of people or processes or through specialist knowledge or experience.
6-7	Very Good	Fully meets the requirement, good probability or successful service delivery. Limited risk.
	Good	Meets the requirement with limited or manageable shortcomings. Low risk.
4-5	Satisfactory	Generally meets the requirement but with some shortcomings. Possible moderate risk.
	Marginal	Does not meet the requirement in some minor respect.
1-3	Poor	Does not meet some moderately important aspect of the requirement or has major shortcomings.
	Very Poor	Does not meet some major aspect of the requirement or has critical shortcomings.
	Unsatisfactory	Fails to meet all major aspects of the requirement.
0	Non-Compliant	Completely fails to meet the requirement.



REPORT TO COUNCIL

Department:	General Manager's Office
Submitted by:	Chief Financial Officer and Coordinator Governance and Risk
Reference/Subject:	Report 13 - Public Exhibition of draft Delivery Program 2017-21 and Operational Plan 2018-19

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	4.1 A strong, accountable and representative Council
Strategy:	4.1.1 Provide clear direction for the community through the development of the Community Strategic Plan, Delivery Program, and Operational Plan
Activity:	4.1.1.2 Deliver integrated strategic planning and reporting requirements
Action:	4.1.1.2.4 Develop and monitor the annual Operational Plan

SUMMARY:

The purpose of this report is to seek Council approval to place the combined draft Delivery Program 2017-21 and Operational Plan 2018-19, including the Statement of Revenue Policy, on public exhibition for the period 23 May to 11 June 2018.

OFFICER'S RECOMMENDATION:

That Council place the combined draft Delivery Program 2017-21 and Operational Plan 2018-19, including the Statement of Revenue Policy, contained at Attachment A, on public exhibition for a period of 28 days.

BACKGROUND:

The combined draft Delivery Program 2017-21 and Operational Plan 2018-19 has been developed to conform with the requirements of the Local Government Act 1993 (the Act) and the Local Government (General) Regulations (the Regulations). A further report will be presented to the Council at its ordinary meeting in June 2018 reporting on any public responses received and detailing any proposed changes in response to those submissions, prior to the final adoption of the combined Delivery Program 2017-21 and Operational Plan 2018-19.

REPORT:

Under section 404 of the Act, Council must adopt a Delivery Program detailing the principal activities it will undertake to achieve the objectives identified in the Community Strategic Plan. Council is also required under section 405(5) of the Act to have an annual Operational Plan adopted by the beginning of each financial year which outlines the planned activities for the year as part of the Delivery Program.

The combined draft Delivery Program 2017-21 and Operational Plan 2018-19 has been developed in consultation with staff and Councillors to specifically address Council's commitment to deliver on the goals of the Community Strategic Plan 2017-27 over the four-year period covered by the Delivery Program.

Draft Delivery Program and Operational Plan

The Delivery Program 2017-21 has been amended to include:

1. Detail on the Council Improvement Plan (CIP), which outlines the improvement strategies and outcomes in order for Council to maintain its financial sustainability and Fit for the Future rating; and
2. The draft Operational Plan 2018-19.

Council's Community Strategic Plan 2017-27 commits Council to building an effective and efficient organisation (Goal 4.2) and operating in a financially responsible and sustainable manner (Strategy 4.2.2). The CIP, which was endorsed by Council in June 2015, includes a range of initiatives to address the operational challenges facing Council and improve the organisation's financial sustainability, including an application to the Independent Pricing and Regulatory Tribunal (IPART) for a Special Rate Variation. The draft Operational Plan 2018-2019 proposes that Council progress this initiative in the 2018/19 financial year through making an application for a Special Rate Variation in accordance with the IPART's criteria (Action 4.2.2.1.2).

In addition to the delivery of Council's regular capital renewal programs, key highlights of the combined draft Delivery Program 2017-21 and Operational Plan 2018-19 include:

- Implementing the Virtuous Circle Improvement Program;
- Delivering two projects funded through the NSW Government's Stronger Country Communities Fund, including upgrades to Pioneer Park;
- Progressing the implementation of the Bundarra Sewerage Scheme;
- Progressing the development of the light industrial project in Rowan Street; and
- Commencing the implementation of the Uralla Visitor Information Centre Improvement Project.

The combined draft 2017-21 Delivery Program and Operational Plan 2018-19 will be placed on public exhibition from 23 May to 11 June 2018, with access to all documents available from Council's website and on request from Council's Administration Centre.

Draft Statement of Revenue Policy

The draft Operational Plan 2018-19 includes a statement of Council's revenue policy (Statement of Revenue Policy), as required under section 405(5)(2) of the Act. The draft Statement of Revenue Policy includes separable parts detailing the proposed draft Fees and Charges and draft Budget for 2018/19.

The draft Statement of Revenue Policy has been prepared to conform to the requirements as prescribed within the Regulations and embodies all the rates, special rates, annual charges, interest on unpaid accounts and proposed fees and charges to be applied by Council during 2018/19. The General Fund Rate increase is based on the IPART approved 2.3 per cent increase for 2018/19.

COUNCIL IMPLICATIONS:

1. Community Engagement/ Communication (per engagement strategy)

Community engagement and consultation occurred in the preparation of the Community Strategic Plan 2017-27 and Delivery Program 2017-21 which has informed the development of the combined draft Delivery Program 2017-21 and Operational Plan 2018-19.

2. Policy and Regulation

- NSW Local Government Act 1993.
- NSW Local Government Regulation (General) 2005.

3. Financial (LTFP)

The combined draft Delivery Program 2017-21 and Operational Plan 2018-19 forms part of, and informs, the 2018-28 Long Term Financial Plan.

4. Asset Management (AMS)

The combined draft Delivery Program 2017-21 and Operational Plan 2018-19 includes integration of the Transport Asset Management Plan, 2014 Plant and Equipment Asset Management Plan and the Buildings Asset Management Plan.

5. Workforce (WMS)

The combined draft Delivery Program 2017-21 and Operational Plan 2018-19 includes Workforce Management Plan strategies.

6. Legal and Risk Management

Section 405(5) of the Act provides:

- (1) A council must have a plan (its Operational Plan) that is adopted before the beginning of each year and details the activities to be engaged in by the council during the year as part of the delivery program covering that year.*
- (2) An Operational Plan must include a statement of the council's revenue policy for the year covered by the Operational Plan. The statement of revenue policy must include the statements and particulars required by the regulations.*
- (3) A council must prepare a draft operational plan and give public notice of the draft indicating that submissions may be made to the council at any time during the period (not less than 28 days) that the draft is to be on public exhibition. The council must publicly exhibit the draft Operational Plan in accordance with the notice.*
- (4) During the period of public exhibition, the council must have for inspection at its office (and at such other places as it may determine) a map that shows those parts of its area to which each category and sub-category of the ordinary rate and each special rate included in the draft operational plan applies.*
- (5) In deciding on the final operational plan to be adopted, a council must consider any submissions that have been made concerning the draft plan.*
- (6) The council must post a copy of its Operational Plan on the council's website within 28 days after the plan is adopted.*

7. Performance Measures

The combined draft Delivery Program 2017-21 and Operational Plan 2018-19 includes a performance measure matrix comprising measures and targets. Council's progress in delivering the Operational Plan 2018-19 will be reported to Council each quarter.

8. Project Management

Nil

Prepared by staff member:	Simon Paul, Chief Financial Officer Cian Middleton, Coordinator Governance and Risk
TRIM Reference Number:	
Approved/Reviewed by Manager:	Andrew Hopkins
Department:	General Manager
Attachments:	Attachment A – Combined draft Delivery Program 2017-21 and Operational Plan 2018-19 (Issued under separate cover)

17. MOTIONS ON NOTICE

18. SCHEDULE OF COUNCIL RESOLUTIONS

SCHEDULE OF ACTIONS – RESOLUTION REGISTER AS @ 16 May 2018

Key A: Action B: Being processed C: Completed

MEETING DATE	RESOLUTION NO.	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
23 March 2015	26.03/15	Land Disposal – Karava Place, Uralla	That Council: 3. Give the General Manager delegation to negotiate payment options; and 4. Endorse the fixing of the Council Seal on any necessary documentation relating to the subdivision and sale.	MPR/DIR	2/6/15	Negotiations between all parties not yet completed. Lot 103 – No agreement made May 2018: Lot 103 – no agreement with landholder has been reached as landholder is unwilling to negotiate.	B
23 Nov 2015	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	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	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 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. Letter drafted and forwarded to local Member regarding delays in processing from OLG>	B B

SCHEDULE OF ACTIONS – RESOLUTION REGISTER AS @ 27 APRIL 2018

Key A: Action B: Being processed C: Completed

MEETING DATE	RESOLUTION NO.	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
25 July 2016	18.07/16	2.18.06.10 Gazetting of Land Acquired for approaches to new Emu Crossing Bridge	That Council: 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.	DIR	Feb 17	Application has been sent to Office of Local Government by solicitors (Nov 16) for approval.	B
			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.	DIR		Letter drafted to Local Member regarding delays in processing from OLG.	B
25 July 2016	19.07/16	2.18.06.11 Road Closure Request – Lot 32 DP 813093	That Council: 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 3. Delegation be given to the General Manager to: a. Complete the road closure, and b. Undertake any necessary negotiations to complete the sale. 4. Approve the fixing of the Council Seal to all necessary documents.	DIR	Feb 17	2. Public exhibition has finished. Forwarded to Dept of Lands for processing. 3. Future action once closure has been undertaken 4. Future action once closure has been undertaken 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.	B A A B

SCHEDULE OF ACTIONS – RESOLUTION REGISTER AS @ 27 APRIL 2018

Key A: Action B: Being processed C: Completed

MEETING DATE	RESOLUTION NO.	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
25 October 2016	21.10/16	2.25.10.07 Industrial Land Purchase	That Council:				
			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.	DIR/DCG		1. Noted	C
			2. Receive a further report setting out a strategy and detailed costing for the future development and sales of the land.	DIR/DCG		2. Draft report as submitted by the consultant presented to April 2018 Council workshop.	C
28 February 2017	23.02/17	Dept: I&R Submitted by: Director I & R Reference/Subject: Report 13 - Uralla Local Traffic Committee	That:				
			1. The minutes of the Uralla Local Traffic Committee held on 6 December 2016 be noted by Council.			1. Noted	C
			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.			2. Completed	C
			3. Council drafts a Road Closure policy for review by the LTC.	DIR I&R		3. Under preparation	B
			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.	DIR I&R		4. Completed	C

SCHEDULE OF ACTIONS – RESOLUTION REGISTER AS @ 27 APRIL 2018

Key A: Action B: Being processed C: Completed

MEETING DATE	RESOLUTION NO.	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
28 February 2017	26.02/17	Dept: I&R Submitted by: DIR I&R Reference/Subject: Report 16 - Rowan Avenue, Stormwater Drainage	That:				
			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.	DIR I&R		1. Budgeted for construction in 17/18. Scheduled to be completed by June 2018. Design pending.	B
			2. A low level trash rack/screen be fitted to the stormwater outlet under Rowan Avenue.	DIR I&R	April 18	2. Trash rack / screen scheduled for installation in December. Installed during December.	C
			3. The residents of 21 and 23 Rowan Avenue be advised of councils resolution.	DIR I&R	Dec 17	3. Completed	C
25 July 2017	22.07/17	Dept: I&R: Submitted by: Dir I&R Reference/Subject: Report 11 - Uralla Sporting Complex	That Council;	DIR I&R		a) Progressing utilizing internal project management and local contractors. Minor outstanding works. Facilities suitable for use. b) Pending finalisation of construction. No Funding available c) Pending finalisation of construction Under preparation. d) Location identified and funding requested under Stronger Country Communities Grants Program.	
			(a) endorse the proposed upgrades to the Uralla Sports complex including the construction of the canteen facilities and disabled toilets and access,				C
			(b) provide additional seating around the perimeters of the fields and oval if residual funding is available, and				C
			(c) develop a plan of management for the sharing of the facilities among the user groups,				B
			(d) staff investigate relocation and redevelopment of the playground area.				B

SCHEDULE OF ACTIONS – RESOLUTION REGISTER AS @ 27 APRIL 2018

Key A: Action B: Being processed C: Completed

MEETING DATE	RESOLUTION NO.	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
22 August 2017	20.08/17	Dept: I&R Submitted by: DIR I&R Reference: Report 13 – Development Application 25/2017 M Smith & L Ducat	That Council;				
			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.	MTPR	Sept 2017	a) Noted	C
			b) Request concurrence from the Director General of the NSW Office of Planning & Environment.	MTPR	Sept 2017	b) Requested from DG	C
			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: <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 on land known as 4 Rocklea Road, Invergowrie, being Lot 13 DP 875212 subject to the following conditions 	MTPR		C) Pending	B
			d) Amend Uralla Local Environmental Plan 2012 to: <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 Awaiting correspondence from applicant for amended proposal.	B
22 August 2017 – Closed session	30.08/17	Dept: GM Submitted by: Andrew Hopkins Reference/Subject: Uralla Historical Society Inc. ‘Raise the Roof’ Project.	1. Council rescind Part 2 of resolution 272/14.	GM		1. Rescinded	C
			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”.	GM		2. We will provide funds once work commences. Funds paid April 2018.	C
			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		3. Complete	C
28 Nov 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	B

SCHEDULE OF ACTIONS – RESOLUTION REGISTER AS @ 27 APRIL 2018

Key A: Action B: Being processed C: Completed

MEETING DATE	RESOLUTION NO.	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
28 Nov 2017	38.11/17	<p>Dept: C&G Submitted by: Community Development & Tourism Coordinator / Director C&G 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"> 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: <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: <ol 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 	<p>DIR/DCG</p> <p>MTPR</p> <p>CDTC</p>	<p>30/04/2018</p>	<p>As below, work is underway to establish estimated costs and timeframes for items 1, 2 and 3.</p> <p>1 a) Funding voted by Council on 27/2 of \$5,000 to enable engagement of suitable consultant. A request for quotation has been developed and issued seeking quotations by 30/03/2018 from suitably qualified consultant to provide designs, specifications, estimated costs and timeframes for the works.</p> <p>2 a) \$10,000 for consultant voted at April meeting. Consultant to meet with industry reps and undertake site visits and meet with RPG in June.</p>	<p>B</p> <p>B</p>

SCHEDULE OF ACTIONS – RESOLUTION REGISTER AS @ 27 APRIL 2018

Key A: Action B: Being processed C: Completed

MEETING DATE	RESOLUTION NO.	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
28 Nov 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.	CFO/CGR	28/11/17	Was on public exhibition for 28 days	C
			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.	CFO/CGR	28/11/17	Adopted new entry fees in January	C
			3. Maintenance and repair funding be considered for 2018/19 budget preparation.	CFO	29/11/17	Item noted for consideration during preparation of 2018/19 budget	C
			4. Seeking expressions of interest for street art on the exterior and/or interior.	DIR		Advertised – no submissions received. Included in Building Stronger Country Communities Round 2 projects as part of the pool upgrade program.	C

SCHEDULE OF ACTIONS – RESOLUTION REGISTER AS @ 27 APRIL 2018

Key A: Action B: Being processed C: Completed

MEETING DATE	RESOLUTION NO.	REPORT TITLE	COUNCIL RESOLUTION	RESPONSIBLE OFFICER	ACTION DATE	COMMENTS	STATUS
19 Dec 2017	15.12/17	Dept: Community & Governance Submitted by: Dir C&G Reference/Subject: Report 8 – Report of the Audit and Risk Committee Meeting held on 21 November 2017	<p>That;</p> <p>1. Council note the minutes of the Audit and Risk Committee Meeting held on 21 November 2017</p> <p>2. Council adopt the following Committee Recommendation: Report No. 6.2 Audit and Risk Committee Review Committee Recommendation 6.2.1</p> <p>Council:</p> <p>a) Set the meeting schedule for 2018 as follow:</p> <ul style="list-style-type: none"> • 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) <p>b) Note the resignation of independent external Committee member Mr Sean Johnston and thank him for his contribution.</p> <p>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.</p> <p>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.</p> <p>Report No. 6.4 Procurement Policy Final Draft Committee Recommendation 6.4.1:</p> <p>That:</p> <p>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</p> <p>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.</p> <p>3. Council:</p> <p>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.</p> <p>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.</p>	RMSO		Noted	C
				RMSO		Noted	C
				RMSO	28/2/18	c) EOI called and reported to March Ordinary Meeting	C
				RMSO	31/1/18	d) Noted for inclusion in 2018 Audit & Risk Committee Forward Plan.	C
				CFO	27/11/17	a) Email sent to senior staff seeking feedback	B
				CFO	5/1/18	b) Prepare Council paper to put policy on public exhibition for 28 days.	C
				CFO	21/11/17	Noted	C
				RMSO	31/1/18	Noted for inclusion in 2018 Audit & Risk committee Forward Plan	

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19 Dec 2017	19.12/17	Dept: I&R Submitted by: Dir I&R Reference/Subject: Report 14 – Uralla Shire council Caravan Park – Interim management arrangements	That Council; <ol style="list-style-type: none"> 1. Rename the caravan park, the “Queen Street Uralla Caravan Park”. 2. Vote \$22,000 from Council’s reserves; <ul style="list-style-type: none"> • Purchase and install two (2) new heat pumps. • Make safe the sites which previously had cabins. • Install new signage at the front of the facility. • Fit out the kitchenette in the caretaker’s residence for suitability as a workplace. • Purchase and install one (1) coin operated washing machines and one (1) dryer. • Fund other additional items not yet identified. 3. Monitor the financial performance of the undertaking. 4. Receive a report at or before the June 2018 meeting regarding future management options for the caravan park. 	DIR	2/18 4/18 6/18 6/18	<ol style="list-style-type: none"> 1. Noted 2. Underway 3. Ongoing 4. Pending 	C B B A
27 March 2018	9.03/17	Dept: I&R Submitted by: MWW&SS Reference/Subject: confidential Report 1 – Purchase of land for a Sewerage Treatment Plant – Bundarra Sewer Scheme	That Council; Formally commence the process for the acquisition of a 20 ha portion of the preferred site suitable for the purpose of constructing the Bundarra Sewer Scheme sewerage treatment plant.	DIR I&R	April 18	Process commenced with a notification letter of advice forwarded to the landowner.	B
27 March 2018	16.03/18	Dept: I&R Submitted by: MPR Reference/Subject: Reprot 11 – Division Decision – Planning Proposal, Rezoning of Land at The Gap Road, Uralla (Lots 29, 61, 119-120, 122-123, 255, 401-409, 415-416, 491 in DP 755846 and Lot B in DP 400556) from RU1 Primary production to RU4 Small Primary Production Lots.	That Council;; Resolve to endorse Planning Proposal - Rezoning of Land at The Gap Road, Uralla (Lots 29, 61, 119-120, 122-123, 255, 401-409, 415-416, 491 in DP 755846, Lot 1-2 in DP 167083 and Lot B in DP 400556) from RU1 Primary Production to RU4 Small Primary Production Lots, and to submit the document to the Department of Planning and Environment for a Gateway Determination.	MTPR	April 18	Submitted	B

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27 March 2018	20.03/18	Dept: GM Submitted by: GM Reference/Subject: Report 2 – National General Assembly of Local Government 2018	That Council; a) Be represented at the 2018 National General Assembly (NGA) of Local Government by the Mayor, or his alternate delegate. b) Submit motions to the NGA about: <ul style="list-style-type: none"> • Progress constitution recognition of Local Government • To increase the level of return from road based revenues to Local Government. 	Mayor GM	2018	Booked B1 complete B2 Unable to prepare	B C
27 March 2018	25.03/18	Dept: Community & Governance Submitted by: CG&R Reference/Subject: Report 3 – Audit, Risk and Improvement Committee – Independent Members	That Council; <ol style="list-style-type: none"> 1. Appoint Paul Packham to Council’s Audit, Risk and Improvement Committee as an independent external representative, as recommended by the evaluation committee. 2. Seek Expressions of Interest for the remaining vacant independent external representative position on Council’s Audit, Risk and Improvement Committee. 	RMSO		1. Letter sent to successful and unsuccessful respondents and reported to the Audit, Risk and Improvement committee meeting 10/4 2. EOI called for a further 28 days, closes 11 May	C B
27 March 2018	26.03/18	Dept: Community & Governance Submitted by: DIR C&G Reference/Subject: Report 5 – Community Grants Program – Round Two	That Council; Adopt the following committee Recommendation , to: <ol style="list-style-type: none"> 1) approve the Community Grants, round two 2017/18 funding allocations to the following applicants and in accordance with the General Grant Conditions and any special conditions identified in Table 3 of the Report: <ul style="list-style-type: none"> • T Sinclair - \$300 • R Wheeler - \$150 – Aboriginal Elders Olympics in Inverell • P Meehan - \$150 – Aboriginal Elders Olympics in Inverell • T Watkins - \$150 – Aboriginal Elders Olympics in Inverell • Arding Landcare Group Inc - \$3,000 • Lions Club of Uralla Inc - \$3,000 • Uralla Driver Reviver - \$3,000 • Uralla Historical Society - \$300 • Turkey Creek Agricultural Hall Trust - \$500 2) correspond with the unsuccessful applicants as detailed in the Recommendations of the Committee, at 2) Unsuccessful Applicants section of the Report. 	CDTC		1. Noted, letters sent to successful applicants. 3x Aboriginal Elders Olympics participants paid as per conditions. 2. Letters sent to unsuccessful applicants	B C

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27 March 2018	34.03/18	Dept: Community & Governance Submitted by: GM Reference/Subject: Report 14 – Donation for YMCA Youth Parliament participation	That; Council approve \$200 from Community Grants, round two, to the Uralla Central School for the purpose of assisting with costs associated with Ms Gemma Weguelin’s participation in the YMCA Youth Parliament 2018.	CDTC		Noted, letter sent to Uralla Central School	B
27 March 2018	41.03/18	DEPT: I&R Submitted by: DIR I&R Reference/Subject: Late Report #2 – Confidential Bundarra Tennis Courts - Lot 1 Sec 9 DP 758181	That Council; 1. Confirm to the Anglican Diocese of Armidale that the purchase arrangements for Lot 1 Sec 9 DP 758181 at costs of \$10,000 plus GST with each party to bear their own legal costs, is acceptable to Council, and 2. Increase the Vote to \$12,500 from Council’s reserves for the purchase including legal costs.	DIR		Advice forwarded to the Anglican Diocese. Awaiting response. Noted	C C
24 April 2018	7.04/18	Petition	That; 1. Council receive and note the petition relating to Barloo Rd, Invergowrie. 2. The General Manager to review the request and make recommendations to council within 3 months.	GM		1.Noted	C
24 April 2018	10.04/18	Petition	That; 1. Council receive and note the petition relating to Primitive Camping at The Glen. 2. The General Manager to review the request and make recommendations to council within 3 months.	GM		1.Noted	C
24 April 2018	17.04/18	Dept: C&G Submitted by: Acting CDTD Reference/Subject: Report 2 – 2018 Bush Bursary / Country Women’s Association Scholarship Program	That; 1. Conditional upon the student residing in Uralla Shire for the term of their placement, Council participate in the Bush Bursary, CWA Scholarship Program 2018. 2. Council allocate \$4,600 into the 2018/19 Operational Plan and Budget.			Underway. Confirmation sent to NSW Rural Doctors	B

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24 April 2018	19.04/18	Dept: C&G Submitted by: RMSO Reference/Subject: Report 4 – Report of the Audit, Risk and Improvement Committee Meeting held on 10 April 2018	1. That Council note the minutes of the Audit, Risk and Improvement Committee Meeting held on 10 April 2018, Attachment A.	RMSO	27.04.18	Noted	C
			2. Report No. 2 Chair's Review of Committee Performance. Committee Recommendation 2.1: <i>That Council receive and note the Audit, Risk and Improvement Committee Chair's Review of Committee Performance Report [Attachment B].</i>		27.04.18	Noted	C
			3. Report No. 3 Policy Risk Management 2018. Committee Recommendation 3.1: <i>That Council:</i>				
			<i>a. place the draft Policy: Risk Management 2018, as amended by the Committee, on public exhibition for a period of 28 days [Attachment C].</i>				
			<i>b. adopt the draft Policy: Risk Management 2018 to replace the Risk Management Policy adopted in 2014, subject to no public submissions being received.</i>				
			4. Report No. 4 2018 Internal Audit Program Committee Recommendation 4.1: <i>That Council receive and note the:</i>				
<i>a. Charter: Internal Audit 2018, as modified by the Committee [Attachment D].</i>			Noted	C			
<i>b. 2018 Internal Audit Program, as modified by the Committee [Attachment E].</i>							
5. Report No. 5 Committee Annual Program Committee Recommendation 5.1: <i>That Council receive and note the 2018 Annual Committee Program, as modified by the Committee [Attachment F].</i>			Noted	C			
6. Report No. 6 Policy: Fraud and Corruption Control 2018 and Strategy: Fraud and Corruption Control 2018. Committee Recommendation 6.1: <i>a. That Council:</i>							
<i>i. place the draft Policy: Fraud and Corruption Prevention 2018 on public exhibition for a period of 28 days [Attachment G].</i>							
<i>ii. adopt the Policy: Fraud and Corruption Prevention Policy 2018, subject to no public submissions being received.</i>							
<i>b. That Council adopt the Strategy: Fraud and Corruption Control 2018, as modified by the Committee, and note the financial implications for its implementation [Attachment H].</i>							

			<p>7. Report No. 7 Risk Management Action Plan 2017-18 Committee Recommendation 7.1:</p> <p><i>That Council:</i></p> <p>a. <i>receive and note the four improvement actions plans (footpaths, trees and tree roots, signs as remote supervision, and stormwater management) resulting from Council's insurer's 'Continual Improvement Pathway Workbooks' used to self-assess the integrity of Council's existing systems [Attachment I].</i></p> <p>b. <i>refer the four improvement action plans (footpaths, trees and tree roots, signs as remote supervision, and stormwater management) to the Director Infrastructure and Regulation for consideration as to funding and resourcing for implementation as part of the 2018/19 Operational Plan and Budget preparation process.</i></p>				
24 April 2018	22.04/18	<p>Dept: C&G Submitted by: CGR Reference/Subject: Report 5 – Constitution: Uralla Township and Environs Committee 2018</p>	<p>That; Council adopt the Constitution: Uralla Township and Environs Committee 2018, contained at Attachment A, but alter section 3.1 to include “Any other matters deemed relevant by Council.”</p>	CGR		Noted	C
24 April 2018	24.04/18	<p>Dept: C&G Submitted by: CGR Reference/Subject: Report 6 – Appointment of Community Members and councillor Representatives to Uralla Township and Environs Committee</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Appoint the nominees listed below to the Uralla Township and Environs Committee: <ol style="list-style-type: none"> a. Mr Colin Hull, Mr John Kurko, Mr Kent Mayo, Mr Carl Merten, Mr Shaun Platford, Ms Fay Porter, Mrs Noelene Porter, Mr James Sinclair, Mr Phillip Smith, Mr Louis Van Eckert, Dr Ariella Van Luyn, Miss Andrea Wallace. 2. Appoint Mr Kent Mayo as the Chairperson of the Uralla Township and Environs Committee in accordance with section 7.1 of the Constitution. 3. Appoint Councillors Clr L Sampson and Clr I Strutt as Councillor representatives to the Uralla Township and Environs Committee to 30 September 2018, in line with the annual review and appointment of Councillor representatives and delegates. 4. Instruct the committee to hold its first meeting prior to 30 June 2018. 	CGR			C
				CGR			C
				CGR			C
				CGR		First meeting set for 23/05	C

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24 April 2018	32.04/18	Dept: C&G Submitted by: Dir C&G Reference/Subject: Report 8 – Visitor Information Centre – Improvement Project Funding Request	That Council : <ol style="list-style-type: none"> 1. Authorise the General Manager to reinstate the Visitor Information Project Reference Group to work with staff and council consultants to progress the recommendations in parts 1, 2 & 3 of Council resolution 38.11/17 and ; 2. Council vote \$10,000 to the Tourism Budget Program account 03920.0350.603 Sundry Expenses and reduce the Visitor Information Centre Internal Restricted Funds by \$10,000 to enable the engagement of a suitably qualified consultant to provide options, estimated costs and timeframes to better align the Visitor Information Centre offerings with the Shire’s tourism assets in accordance with Council resolution 38.11/17, part 2. 3. Receive a report on the outcome of this work at September 2018 meeting, including timeframes and costings for the implementation of any further work 	GM			B
				DCG			C

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24 April 2018	36.04/18	Dept: I&R Submitted by: MWWSS Reference/Subject: Report 10 – Bundarra Sewer Scheme Second Quarterly report January – March 2018	That; <ol style="list-style-type: none"> 1. The January – March 2017 Bundarra Sewer Scheme progress report be received and noted by Council. 2. The Council express concern at the five month extension in completion date and request a report including the following information to the May Council meeting: - <ol style="list-style-type: none"> a. An update on the number of properties that have been inspected including the number with electrical and plumbing issues. b. An updated timetable including an explanation of the Final Completion Date extension already indicated. c. An update on the progress of the location of the treatment plant. d. What actions are being taken to ensure no further extension of the completion date are necessary. 	MWWSS	May 2018	Noted Concerns expressed to the project manager. Report under development.	C B
24 April 2018	39.04/18	Dept: I&R Submitted by: D I&R Reference/Subject: Report 11 – Development Application 14/2018 – C Hull – 2 Lot Residential Subdivision – 51 John Street, Uralla	That; Report 11 – Development Application – 14/2018, from the Ordinary Meeting held 24 April to lay on the table until further information is received.	MPR	May 2018	Report reviewed and to be reconsidered at the May meeting.	B
24 April 2018	46.04/18	Dept: GM Submitted by: GM Reference/Subject: Report 16 – New England Joint Organisation - Narrabri	That; For the purposes of resolution X9.02/18 passed by this council on 13 th February 2018 concerning the approval of this council's area being included in the joint organisation's area (referred to in resolution X9.02/18 as the 'New England Joint Organisation'),: <ol style="list-style-type: none"> 1. This council does not endorse the area of Narrabri Council being included in the area of the joint organisation. 	GM		Complete	C
24 April 2018	47.04/18	Submitted by: Cr Crouch Reference/Subject: Notice of Motion 1 – Free WiFi in CBD	That; Council investigate the feasibility of introducing free WiFi internet access throughout the Central Business District of Uralla.	DCG	TBD	TBD	A

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24 April 2018	48.04/18	Submitted by: Cr Crouch Reference/Subject: Notion of Motion 2 – Council support for sustainable energy	That; Council investigate the options for use of sustainable energy throughout the Shire, for lots of greater than 5000m ² to be self sufficient.	DIR	Ongoing	Noted	B
24 April 2018	49.04/18	Dept: I&R Submitted by: DIR Ref/Subject: Late Report 1 – Planning Proposal 8 – Amendment of Land Classification	That; Council resolve to submit a Planning Proposal for Gateway Determination to the Department of Planning and Environment to reclassify the Queen Street Uralla Caravan Park (Lot 30 DP793510), Uralla and the proposed Industrial Estate (Lot 14 DP787477) Rowan Avenue, Uralla from community land to operational land.	DIR	May 2018	Planning proposal submitted	C
24 April 2018	50.04/18	Dept: I&R Submitted by: DIR Ref/Subject: Late Report 2 – Industrial Land Subdivision	That; Council resolve to: <ul style="list-style-type: none"> • Endorse option 2 of the Kehoe Myers report dated 6 April 2018 for the subdivision of the Uralla Industrial Estate, being Lot 14 DP 787477, Rowan Avenue Uralla, • Progress detailed design of the subdivision and the construction of Stage 1, • Install billboard signage at the property indicating the endorsed layout and undertake additional marketing of the project. 	DIR DIR DIR	Ongoing	Noted Design brief prepared. Delivery program to be developed Signage commissioned and installation due mid May.	C B B
24 April 2018	53.04/18	Dept: GM Submitted by: GM Ref/Subject: Confidential Report 1 – General Manager Mid Term Performance Review 1/07/17 to 31/12/17	That; Council acknowledge the General Manager received an average result of 'Exceeds Expectations' for the six (6) month mid-period review of his 2017 - 2018 annual performance agreement conducted on Tuesday 20 th March 2018.	GM		Noted	C
24 April 2018	54.04/18	Dept: I&R Submitted by: DIR Ref/Subject: Confidential Report 2 – Replacement of Bundarra Maintenance Grader	That Council; <ol style="list-style-type: none"> 1. purchase one (1) only new John Deere 670G grader from Hitachi for the amount of \$383,130 inc GST, and 2. dispose of one (1) only used John Deere grader to Hitachi for the amount \$118,800 inc GST . 	DIR DIR	May 2018 May 2018	Order placed Order placed	C C

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24 April 2018	55.04/18	Dept: I&R Submitted by: DIR Ref/Subject: Confidential Report 3 – Replacement of 9 Ton Tipper	That Council; 1. purchase 1 only new Fuso FV 6x4 Tipper from JT Fossey for the amount of \$194,627 inc GST. 2. dispose of 1 only single drive medium tipper via auction.	DIR DIR	May 2018 May 2018	Order placed. Noted	C C

19. RESPONSES TO QUESTIONS FROM PREVIOUS MEETING

There are no 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.