



ORDINARY MEETING OF COUNCIL

**Held at 12 noon
On 27 August 2013**

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

Attendees:

Mr T O'Connor, General Manager
Mr R Bell, Director of Engineering Services
Mrs J Michie, Director of Administrative Services
Ms L Cumming, Manager of Planning
Mr P Steedman, Minute Clerk

MINUTES

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Assignment of Action Items

GLOSSARY OF ACTION OWNERS	
GM	Mr T O'Connor, General Manager
DES	Mr R Bell, Director of Engineering Services
DAS	Ms J Michie, Director of Administrative Services
MP	Ms L Cumming, Manager of Planning
EA	Mr P Steedman, Executive Assistant

The Meeting Commenced at: 12:13pm

ATTENDANCE

Present were the Chairperson Cr M Pearce (Mayor), Cr B Crouch (Deputy Mayor) and Councillors, L Cooper, K Dusing, M Dusing, D Field, F Geldof, I Strutt, K Ward, General Manager (Mr T O'Connor), Director of Engineering Services (Mr R Bell), Director of Administrative Services (Mrs J Michie), Minute Clerk (Mr P Steedman).

PRAYER

ACKNOWLEDGEMENT TO COUNTRY

APOLOGY

The Manager of Planning was noted as an Apology to the Meeting

ADVICE OF LATE ARRIVALS

There were no Late Arrivals advised.

REQUESTS FOR LEAVE OF ABSENCE

There were no requests for Leave of Absence received at this time.

CONFIRMATION OF MINUTES

Ordinary Meeting of 22 July 2013

236/13 MOVED/ CARRIED (M Dusing / I Strutt)

That the Minutes of the Ordinary Meeting held on 22 July 2013 (copies have been circulated to Members) be adopted as a true and correct record of proceedings.

EA

Closed Session of Ordinary Meeting of 22 July 2013

237/13 MOVED/ CARRIED (Crs K Ward / I Strutt)

That the Minutes of the Closed Session of the Ordinary Meeting held on 22 July 2013 (copies have been circulated to Members) be adopted as a true and correct record of proceedings.

EA

MATTERS ARISING FROM THE MINUTES

Ordinary Meeting of 22 July 2013

There were no Matters arising

Closed Session of Ordinary Meeting of 22 July 2013

There were no Matters in Closed Session arising

DECLARATIONS OF CONFLICT OF INTEREST

At request of the Chair, the Minute Clerk tabled details of the pecuniary and non-pecuniary Conflict of Interest Declarations received in relation to the 27 August 2013 meeting.

Submitted By:	Interest Declared:
Cr F Geldof	<i>Non-Pecuniary interest in relation to the Technical Services Item 3 Report, declared as Manager of the Uralla Bowling and Recreation Club and author of a recent request to Council regarding Traffic Issues in Queen and Hill Streets Uralla in the vicinity of the Club.</i>

RESPONSES TO QUESTIONS ON-NOTICE

Questions On-Notice Received and From Previous Meetings

The Chair referred Councillors to the responses provided to "Questions On-Notice" raised at the Ordinary meeting of Council held Monday, 22 July 2013:

Cr F Geldof

QUESTION:

A-Frame Advertising Signs on Footpath

Can Council develop a Policy on A-Frame advertising signs, particularly in respect to number, positioning and compatibility of the Policy with Council's Development Control Plan (DCP) as soon as practical.

GM

RESPONSE:

Council has a policy in respect to Displays on Footpaths (Policy 6.1.05). This includes A Frame Advertising Signs. The policy (Clause 2) requires that the displays be located in a manner near the property boundary, and clear of all doorways and entrances with no signs or displays located on the kerb that may interfere with the parking of vehicles in front of the applicant's business house. The Development Control Plan also regulates signs.

The purpose of the policy is to allow the placing of displays on the footpath in Uralla and Bundarra, while not restricting public use or endangering public use of the footpath. The use is not to obstruct the footpath or interfere with the public convenience of the footpath.

This policy and its compatibility with the Development Control Plan is being reviewed by Council's heritage advisor and recommendations for alteration to the policy, if any, will be included in the Councillor Workshop of 20 November 2013 – refer General Manager's Governance and Administration Report Item 3. The Planning Manager is providing a report on the progress of the heritage advisor's review in the Planning Reports to this meeting.

There were no "Questions On-Notice" received for inclusion to the Business Paper for the 27 August 2013 Meeting of Council

MINUTES OF COMMITTEE MEETINGS

Minutes of Meeting for Council and Community Committees

Item 1

Minutes of Council Committees

Various

238/13 MOVED/ CARRIED (Crs K Dusting / L Cooper)

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

- Minutes of the 6 June 2013 meeting of the Uralla Shire Development Advisory Committee
- Minutes of the 11 July 2013 meeting of the McMaugh Gardens Aged Care Centre Advisory Committee
- Minutes of the 1 August 2013 meeting of the Uralla Shire Development Advisory Committee

Item 2

Minutes of Community Committees

There were no Minutes of Meeting for Community Committees received prior to closure of the Business Paper for the 27 August 2013 Ordinary Meeting.

MAILOUT TO COUNCILLORS

Weekly Mailout Forwarded for the Information of Councillors

Item 1

Mailouts forwarded to Councillors for the Period Friday, 19 July 2013 to Friday, 16 August 2013

U07/23

239/13 MOVED/ CARRIED (Crs L Cooper / B Crouch)

That the Mailouts forwarded to Councillors for the Period Friday, 19 July 2013 to Friday, 16 August 2013 which includes MANEX Meeting Minutes for Thursday 18 July 2013 and Thursday 15 August 2013 be noted.

MAYORAL MINUTE

Cr M Pearce

Item 1

Donation to Uralla Driver Reviver

U12/124

PROCEDURAL MOTION

Move to Committee of the Whole

240/13 MOVED/ CARRIED (Crs M Dusting / F Geldof)

That Council move to a 'Committee of the Whole' to discuss the Mayoral Minute and Recommendation/s.

Councillors held a detailed discussion in relation to the matter of the Uralla Driver Reviver.

PROCEDURAL MOTION

Resumption of Standing Orders

241/13 MOVED/ CARRIED (Crs I Strutt / M Dusting)

That Council resume Standing Orders.

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

MOTION

MOVED/ SECONDED (Crs M Dusting / D Field)

That Council:

- provide a one-off donation of \$1,800 towards the cost of operations of the unit in the 2013/2014 year; and
- provide assistance in seeking alternate on-going funding for the Uralla Driver Reviver Unit.

FORESHADOWED MOTION

MOVED/ SECONDED (Crs K Ward / L Cooper)

That Council:

- provide a one-off donation of \$650 towards the cost of operations of the unit in the 2013/2014 year; and
- provide assistance in seeking alternate on-going funding for the Uralla Driver Reviver Unit.

Following debate the MOTION was PUT and LOST

The FORESHADOWED MOTION then became the MOTION

243/13 *Following debate the MOTION was PUT and CARRIED*

That Council:

- provide a one-off donation of \$650 towards the cost of operations of the unit in the 2013/2014 year; and
- provide assistance in seeking alternate on-going funding for the Uralla Driver Reviver Unit.

GM

Cr K Dusting made formal request that her Vote against the Motion be recorded.

ADJOURNMENT

Luncheon Recess

MOTION

Lunch Adjournment (1:05pm to 1:35pm)

244/13 MOVED/ CARRIED (Crs K Dusting / L Cooper)

That Council break for a 30 minute Lunch Adjournment (1:05pm – 1:35pm).

The Meeting resumed at 1:35pm.

The Director Engineer Services was absent at the Meeting Resumption (1:35pm).

NOTICES OF MOTION

There were no Notices of Motion submitted to the 27 August 2013 Meeting.

STAFF REPORTS

GENERAL MANAGER'S REPORT

Governance and Administration

Item 1

Delivery Program and Operational Plan Review

U08/6484

PROCEDURAL MOTION

Move to Committee of the Whole

245/13 MOVED/ CARRIED (Crs K Ward / M Dusting)

That Council move to a 'Committee of the Whole' to discuss the Governance and Administration Item 1 Report and Recommendation/s.

Councillors held a discussion in relation to details within the Delivery Program and Operational Plan Review.

PROCEDURAL MOTION

Resumption of Standing Orders

246/13 MOVED/ CARRIED (Crs K Ward / I Strutt)

That Council resume Standing Orders.

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

The Director Engineer Services, having been absent from the 1:35pm Resumption of the Meeting, returned to the Meeting at 1:54pm.

MOTION

247/13 MOVED/ CARRIED (Crs K Ward / L Cooper)

That Council adopt the Delivery Program and Operational Plan Review with an achievement percentage of 94.96% for which Tasks and Targets have been achieved in the year ended 30 June 2013.

GM

GENERAL MANAGER'S REPORT

Governance and Administration

Item 2

Uralla Shire Council Operating Policies for advertising

U07/70

248/13 **MOVED/ CARRIED (Crs I Strutt / F Geldof)**

That Council adopt the draft policies, listed below, for the purpose of placing those draft policies on public exhibition for the period of Wednesday, 28 August 2013 to Wednesday, 25 September 2013 to receive written submissions by Wednesday 16 October 2013:

- 1.2.17 Risk Management.
- 1.2.18 Community Understanding and Engagement.
- 1.2.19 Privacy and Confidentiality.
- 1.2.20 Continuous Improvement.
- 2.1.01 Complaints and Service User Feedback.
- 2.1.07 Records Management.
- 2.1.08 Provision of Information.
- 2.1.09 Gathering Information for Incident Reporting.
- 8.1.02 Physical Resources.
- 8.1.03 Service Access.
- 8.1.04 Assessment.
- 8.1.05 Care Plan Development and Delivery.
- 8.1.06 Service User Reassessment.
- 8.1.07 Service User Referral.
- 8.1.08 Advocacy.
- 8.1.09 Consumer Independence.

GM

Item 3 Part 1

Uralla Shire Council Operating Policies for Adoption

U07/70

249/13 **MOVED/ CARRIED (Crs K Dusting / B Crouch)**

That Council adopt and give public notice of the adoption of the following 96 existing local policies, without amendment, as reviewed and adopted by Council in prior years:

- 1.2.01 Amendment to Existing Codes and Policies
- 1.2.02 Citizenship Awards
- 1.2.03 Council Meetings – Matters for Closed Session of Council
- 1.2.04 Delegations of Authority to Committees of Council
- 1.2.05 Delegations of Authority to Mayor and General Manager
- 1.2.06 Donations – Section 356
- 1.2.07 Election of Mayor, Deputy Mayor and Delegates to Committees following General Election
- 1.2.08 Genetically Engineered Crop Trials and Commercial Crops in Country NSW
- 1.2.09 Internal Reporting Policy
- 1.2.10 Payment of Fees and Expenses and the Provision of Facilities for Councillors
- 1.2.11 Provision of Information to and Interaction Between Councillors and Staff
- 1.2.12 Sponsorship
- 1.2.13 Travel – Interstate and Overseas
- 1.2.14 Regulatory Compliance

Continued /...

GENERAL MANAGER'S REPORT

Governance and Administration

Item 3 Part 1 (continued)

249/13 Uralla Shire Council Operating Policies for Adoption (continued)

- 1.2.15 Candidate for Council and new Councillor Induction
- 1.2.16 Council's role as a Provider of Community Services
- 2.1.02 Staff Operating Guide
- 2.1.03 Use of the Council Meeting Room
- 2.1.04 Occupational Health and Safety (OH&S)
- 2.1.05 Occupational Health and Safety Workplace Inspection
- 2.1.06 Information Technology and Communication Resources
- 2.2.01 Aged Care Facilities – Quarantining of Funds
- 2.2.02 Aggregation of parcels of land for rating purposes
- 2.2.03 Credit Card and Cash Advance
- 2.2.04 Debt – Recovery
- 2.2.05 Disposal of Council Assets
- 2.2.06 Goods and Services Tax (GST)
- 2.2.07 Investments
- 2.2.08 Pensioner Concessions
- 2.2.09 Transfer of Land for Unpaid Rates and Charges
- 2.3.01 Child Protection
- 2.3.02 Directors and Managers Special Leave Agreement
- 2.3.03 Education, Training and Development (Currently 2 policies – Staff – Tertiary Education and Staff Training and Development)
- 2.3.04 Employee Assistance Program (EAP)
- 2.3.05 Employee Dress Code
- 2.3.06 Equal Employment Opportunity
- 2.3.07 Hazardous Travel Arrangements
- 2.3.08 Home based Work
- 2.3.09 Lease Back of Council Vehicles
- 2.3.10 NSW Fire Brigade – Uralla Volunteer Fire Brigade
- 2.3.11 Payment of Removal or Relocation Expenses
- 2.3.12 Recognition of Service
- 2.3.13 Salary Sacrifice
- 2.3.14 Staff Recruitment
- 2.3.15 Rostered Day Off (RDO) and Time in Lieu (TIL) Agreements
- 2.3.16 Staff Screening
- 2.3.17 Succession Planning
- 2.3.18 Return to Work
- 2.3.19 Purchased Leave
- 2.3.20 Long Service Leave – amended regulation
- 2.3.21 Children in the Workplace
- 2.3.22 First Aid Policy – First Aid Kits and Appointed First Aid Officer/s
- 3.1.01 Abandoned Vehicles
- 3.1.02 Gates and Ramps
- 3.1.03 Grazing on roads other than Travelling Stock Routes (TSRs)
- 3.1.04 Highway Closures
- 3.1.05 Major Plant Equipment – Purchase and Sale
- 3.1.06 Motor Vehicles Including Utilities – Purchase and Sale
- 3.1.07 Private Works and Plant Hire Charges
- 3.1.08 Work "In Lieu" and "In Kind"
- 3.1.09 Roads – Crossings for Water Pipes
- 3.1.10 Roads – Maintained by Council
- 3.1.11 Road Reserves – Splayed corners
- 3.1.12 Roadside Management

Continued /...

GENERAL MANAGER'S REPORT

Governance and Administration

Item 3 Part 1 (continued)

249/13 Uralla Shire Council Operating Policies for Adoption (continued)

- 3.1.13 Memorial Seats and Roadside Memorials
- 3.2.01 Water Flow Restriction
- 4.1.01 Tree Planting
- 5.1.01 Backyard Burning
- 5.1.02 Cemeteries
- 5.1.03 Rural Fires
- 5.1.04 Smoke Free Environment
- 5.1.05 Street Vendors
- 5.1.06 Thermal Insulation for Class 1, 2 and 3 Buildings
- 5.1.07 Uralla Swimming Pool Booking
- 5.1.08 Water Safety
- 5.1.09 Alcohol Sales – Visitor Information Centre
- 5.1.10 Food Control - Commercial Premises
- 5.1.11 Hairdressers and Skin Penetration Premises
- 5.2.01 NSW Fire Brigade – Uralla Volunteer Fire Brigade
- 5.3.01 Keeping of Animals (Urban Areas)
- 5.4.01 Draft Waste and Resource Management
- 5.4.02 Draft Kerb-side Recycling Bin Contamination
- 6.1.01 Bonds Management
- 6.1.02 Deferment of Conditions of Development Consent
- 6.1.03 Development Approval Process
- 6.1.04 Developments (Small) – Disposal of Storm-water
- 6.1.05 Displays on Footpaths
- 6.1.06 Landscaping Bonds
- 6.1.07 Local Policies Concerning Approvals and Orders – Amendment and Revocation
- 6.1.08 Sub-dividers – Land Valuations and Rates
- 6.1.09 Section 149(d) Certificates - Building Certificate Fee
- 7.1.01 Street Store Allocation
- 7.1.02 Street Store Operating
- 7.1.03 Uralla Swimming Pool Booking
- 8.1.01 Community Service Delivery of Aged and Disabled Services
- 8.4.01 Visitor Information Centre

GM

Item 3 Part 2

Uralla Shire Council Operating Policies for Adoption (continued)

250/13 **MOVED/ CARRIED (Crs K Ward / M Dusting)**

That Council hold Councillors' Workshops on the third Wednesday of September (18th) October (16th) and November (20th) commencing at 1.00 pm to review Council's Existing and Draft Operating Policies for the purposes of a 28 day public exhibition period and a 42 day period for submissions under Section 160 and 162 of the Local Government Act.

GM

Cr L Cooper, having abstained and thus being recorded in the negative, made formal request that her concerns regarding scheduling of Councillor Workshops and training sessions during business hours be noted.

The Director Engineering Services left the Meeting at this time (2:10pm).

GENERAL MANAGER'S REPORT**Governance and Administration****Item 4****Financial Assistance Grants**

U07/219

251/13 MOVED/ CARRIED (Crs F Geldof / L Cooper)

That Council note the preliminary advice from the Minister for Local Government, Hon Don Page, of the calculation of Uralla Shire Council's financial assistance grant by the NSW Local Government Grants Commission for 2013/2014 of \$2,230,823, the advance payment already received on 6 June 2013 for the financial year 2013/2014 of \$1,098,956 and the \$1,131,867 to be received in this financial year in four instalments.

252/13 MOVED/ CARRIED (Crs I Strutt / D Field)

That Council noting anticipated additional to budget of the Financial Assistance Grant of \$62,665 for 2013/2014 authorise the following adjustment to the 2013/2014 budget estimates:

▪ Increase Income - Financial Assistance Grant (account 1120.115.175)	\$30,964	
▪ Increase Expenses		
- Councillor Training and Accommodation (account 3020.330.644)	\$3,500	
- Flag Poles for front of Council Chambers (3) (account 3000.350.506)	\$3,500	
- Mayoral Expenses Donations (account 3020.405.622)	\$3,000	
- Library (printer and additional shelving) (account 7710.700.506)	\$10,000	
- Business Plan for Visitor Information Centre (account 3929.350.506)	\$10,000	
- Economic Development projects (account 4170.350.506)	\$964	
▪ Increase Income - Financial Assistance Grant (account 1350.115.175)	\$31,701	
▪ Increase Expense – Footpath construction – (account 7300.760.506)	\$12,000	
▪ Increase Expense – Sealed Rural Roads Capital (account 7350.700.506)	\$19,901	GM

The Director Engineering Services, having left the Meeting at 2:10pm, returned to the meeting 2:24pm.

Item 5**Water Usage Report**

U07/4049

253/13 MOVED/ CARRIED (Crs F Geldof / D Field)

That Council note the water use for 2012/2013 at 19.96% above budget for the combined Water Scheme with the water consumption for Uralla at 18.66% above estimate and Bundarra 28.86% above estimate giving a total income of \$421,130.50 that is 19.96% above the original budget total of \$351,050.

Item 6**Christmas Leave Period and Office Closure**

U06/162

254/13 MOVED/ CARRIED (Crs M Dusting / D Field)

That Council:

- (1) require employees of the Uralla Shire Council, except those rostered on for essential and emergency services, to take Friday 27 December, Monday 30 December and Tuesday 31 December 2013 as deferred Rostered Days, accumulated Time in Lieu or Annual Leave.
- (2) Close the Council Office from 2.00 pm on Tuesday 24 December 2013 until Thursday morning 2 January 2014.

GM

GENERAL MANAGER'S REPORT

Governance and Administration

Item 7

Local Government Elections 2016

U12/209

255/13 MOVED/ CARRIED (Crs f Geldof / L Cooper)

That Council, as an extension and explanation of Resolution 234/13 of the Council meeting of 22 July 2013, resolves:

- pursuant to s. 296 (2) and (3) of the Local Government Act (NSW) ("the Act") that an election arrangement be entered into by contract for the Electoral Commissioner to administer all elections of the Council.
- pursuant to s. 296 (2) and (3) of the Act, as applied and modified by s. 18, that a council poll arrangement be entered into by contract for the Electoral Commissioner to administer all council polls of the Council.
- pursuant to s. 296 (2) and (3) of the Act, as applied and modified by s. 18, that a constitutional referendum arrangement be entered into by contract for the Electoral Commissioner to administer all constitutional referenda of the Council.

GM

Item 8

Namoi Councils Meeting of Thursday 8 August 2013

U11/6797

256/13 MOVED/ CARRIED (Crs B Crouch / L Cooper)

That Council note:

- the minutes of the meeting of Namoi Councils held in Gunnedah on Thursday 8 August 2013;
- the political representations made in respect to the issue of the reinstatement of winching operations to the Tamworth based Westpac Rescue Helicopter and the recommendation regarding the appointment of 5 persons as Conduct Reviewers and members of a Shared Panel of Conduct Reviewers for Liverpool Plains Shire council, Gunnedah Shire Council, Narrabri Shire Council, Tamworth Regional Council, Walcha Council and Uralla Shire Council.

Item 9

Conduct Reviewer Panel

U11/6797

257/13 MOVED/ CARRIED (Crs I Strutt / F Geldof)

That Council appoint a Conduct Reviewer Panel for the Uralla Shire Council consisting of Rob Ryan of Strategic Risk Solutions, Kathy Thane of Train Reaction Pty Ltd, Mitchell Morley of InConsult, Linda Petterson of Linda Petterson Consulting Pty Ltd and Greg Waters of MSN Loss Management for a period of four years to 30 September 2017.

GM

STAFF REPORTS (continued)

DIRECTOR OF ADMINISTRATIVE SERVICES' REPORT

Administration and Finance

Item 1

Cash at Bank and Investments

U12/1

258/13 MOVED/ CARRIED (Crs I Strutt / L Cooper)

That Council note the cash position at 31 July 2013 consisting of; cash and overnight funds of \$932,263.26 term deposits of \$7,300,000.00 totalling \$8,232,263.26 of readily convertible funds.

Cr M Dusting left the Meeting at 2:38pm.

Item 2

Uralla Shire Council Finance Committee

U07/01

259/13 MOVED/ CARRIED (Crs B Crouch / I Strutt)

That Council note the minutes of the meeting of the Uralla Shire Council Finance Committee, held on Wednesday, 7 August 2013 and adopt the following recommendation:

1. That the Financial Reports consisting of the Budget Review by Resource Code and Budget Review by Function, Collection of Rates and Outstanding Debtor Report for period 1 of the year ending 30 June 2014, be noted.

Cr M Dusting returned to the Meeting at 2:52pm, following the Vote on the Motion (above).

Community Services

Item 1

Visitor Information Centre Monthly Report

U12/273

260/13 MOVED/ CARRIED (Crs K Dusting / F Geldof)

That Council note the Community Development Officer's Report on activities at the Uralla Visitor Information Centre for July 2013.

The General Manager left the Meeting at 2:54pm and returned at 2:56pm.

Item 2

Tablelands Community Transport Advisory Committee Meeting

U07/110-02

261/13 MOVED/ CARRIED (Crs I Strutt / M Dusting)

That Council note the minutes of the meeting of the Tablelands Community Transport Advisory Committee, held on Tuesday, 18 June 2013 and adopt the following recommendations:

1. that the Uralla Shire Council write a letter to the Armidale Dumaresq Council inviting them to appoint a member to the Tablelands Community Transport Committee.
2. that the Uralla Shire Council write a letter of congratulations and thanks to Mrs Robertson as recognition for her long term service as a volunteer.

DAS

ADJOURNMENT

MOTION FROM THE CHAIR

Comfort Adjournment (3:00pm to 3:10pm)

262/13 **MOVED/ CARRIED (Crs M Pearce / M Dusting)**

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

The Meeting resumed at 3:10pm.

DIRECTOR OF ENGINEERING SERVICES' REPORT

Environment and Waste Management

Item 1

Recommendations from 6 August 2013 Environmental Committee Meeting

U12/150

PROCEDURAL MOTION

Move to Committee of the Whole

263/13 **MOVED/ CARRIED (Crs B Crouch / M Dusting)**

That Council move to a 'Committee of the Whole' to discuss the Environment and Waste Management Item 1 Report and Recommendation/s.

Councillors held a detailed discussion in relation to Recommendations from the 6 August 2013 Meeting of the Environmental Committee.

PROCEDURAL MOTION

Resumption of Standing Orders

264/13 **MOVED/ CARRIED (Crs M Dusting / B Crouch)**

That Council resume Standing Orders.

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

MOTION

265/13 **MOVED/ CARRIED (Crs B Crouch / M Dusting)**

That Council note the minutes of the 6 August 2013 meeting of the Environmental Committee and adopt the amended recommendations, as follows:

1. That Uralla Shire Council proceed with implementation of the Management Activities as described in the Draft Bundarra Nature Park Management Plan over the next 12 months and as provided for in the current Budget.
2. That Uralla Shire Council postpone adoption of the Draft Bundarra Nature Park Management Plan for a period of 6 months, at which time the Draft Plan will be revisited.
3. That Uralla Shire Council thank Ms Renata Davis and Mrs Desley Williams for their hard work to date in compiling the 2011-2013 State of the Environment Report.
4. That Uralla Shire Council become a signatory to the Federal Government's Fluorocycle scheme.

DES

DIRECTOR OF ENGINEERING SERVICES' REPORT

Technical Services

Item 1

Works Planning

Item 2

Works Progress for Period Ended 11 August 2013

U07/3041

266/13 MOVED/ CARRIED (Crs K Ward / L Cooper)

That the Works Progress for the period ended 11 August 2013 and the planned works be noted.

Cr F Geldof, having previously declared an interest in relation to the Technical Services Item 3 Report, left the Meeting at this time (3:49pm).

Item 3

Uralla Local Traffic Committee

U07/115

267/13 MOVED/ CARRIED (Crs M Dusting / B Crouch)

That Council note the Minutes of the 6 August 2013 meeting of the Uralla Local Traffic Committee Meeting and adopt the following recommendations:

1. St Joseph's School Crossing

That Council:

1. Erect another 40km/ph speed zone sign in Wood Street.
2. Place a traffic classifier on the eastern end of Wood Street
3. Trial raised markers around centre island and
4. Replace the "No Stopping" sign near Swimming Pool.

2. Heagney's Hill Thunderbolts Way, South of Uralla

That Council:

1. Erect 2 x REDUCE SPEED / SLIPPERY SIGNS
2. Carry out new ball bank review of corners
3. Include pavement upgrade in 2013/2014 Program
4. Staff investigate excess speed signs

3. Black Spot Funding

That Council make application for Federal Government Blackspot funding from 13.88km to 15.88km west of Bundarra on the Barraba Road.

4. Request for extension of 50km/hr at Kentucky to south of Bakers Lane

That Council support the extension of the 50km/hr zone at Kentucky to south of Bakers Lane on Noalimba Avenue.

5. Uralla Bowling Club and Recreation

That Council:

1. Not construct a pedestrian crossing in Hill Street
2. Staff place a traffic classifier in Hill Street
3. Erect No Standing signs in Queen Street opposite the pedestrian access.

6. Camp Quality 1000kms 4 Kids

That Council support the Camp Quality 1000kms 4 Kids held 6 September to 15 September 2013.

DES

Cr F Geldof, having previously left the Meeting due to declared Interest, returned to the Meeting at his time (3:55pm).

DIRECTOR OF ENGINEERING SERVICES' REPORT

Technical Services

Item 4

Works Progress Advisory Unit

U07/172

268/13 MOVED/ CARRIED (Crs K Ward / L Cooper)

That Council note the minutes of the Works Progress Advisory Unit meeting held on 14 August 2013 and adopt the following recommendations:-

1. Regional Development Australia Fund

That the Mayor seek assurances from the National Party candidate in the next election that this funding commitment will be honoured.

2. Plant

That Council staff work with COMPLANT to improve operator induction on hired plant.

3. Roads and Maritime Services – Regional Roads Block Grant Funding 2013/2014

That Council note the 2013/2014 allocation for Regional Roads Maintenance.

4. Cycleway Funding

That Council provide \$12000 and accept the offer of \$12000 from the RMS for cycleway / footpath in King Street / Bridge Street, Uralla.

DES

GENERAL MANAGER'S REPORT

Planning Services

Item 1

Planning Application Approvals and Refusals for the Month of July 2013

U12/168

269/13 MOVED/ CARRIED (Crs D Field / I Strutt)

That Council note the information contained within the Planning Application Approvals and Refusals Report for the Month of July 2013.

Item 2

Heritage Advisors Report

U07/6413

270/13 MOVED/ CARRIED (Crs B Crouch / L Cooper)

That Council note the contents of the Heritage Advisor's report for the visit held on 6 August 2013.

Item 3

Amendment to Local Environmental Plan (Amendment No 1)

U12/6915

271/13 MOVED/ CARRIED (Crs F Geldof / D Field)

That Council note the Uralla Local Environmental Plan 2012 (Amendment 1) was made by the Minister for Planning and Infrastructure on 9 August 2013.

GENERAL MANAGER'S REPORT

Planning Services

Item 4

Commercial use of Public Footways

272/13 MOVED/ CARRIED (Crs F Geldof / D Field)

That Council note that the review of the Uralla Central Business District in relation to Bridge Street is underway.

Item 5

Road Naming within the Satinvale Estate

DA 1215-2006-A

273/13 MOVED/ CARRIED (Crs M Dusting / K Ward)

That Council:

1. Accept the names of Lighthouse Parade and Tobruk Road as suitable names for roads within Satinvale Estate.
2. Send these names to the Geographical Names Board prior to advertising for submissions to be accepted as suitable as per their guideline, and if the names are not accepted by the Geographical Names Board, the General Manager be given delegation to consider a replacement name to be considered by the Development Determination Advisory Committee.
3. Advertise the names for public submissions, and if no submissions are made, the General Manager be given delegated authority to accept the road names on behalf of Council.

MP

DELEGATE REPORTS

Councillors in turn provided a brief verbal summary of their Council related activities during the reporting period and submitted written Delegate Reports comprising details as follows:-

Councillor	Activity Date:	Activity Detail:
Cr D Field	25 July	Asbestos Betty Uralla Visits (Van), Pioneer Park, Salisbury Street
	29 July	Mayor and Councillor Briefing (MCB)
	1 August	Uralla Shire Development Advisory Committee (USDAC)
	5 August	MCB
	8 August	McMaugh Gardens Advisory Committee, McMaugh Gardens
	27 August	Ordinary Meeting
	Cr F Geldof	24 July
25 July		Asbestos Betty Uralla Visits (Van), Pioneer Park, Salisbury Street
1 August		USDAC
12 August		Thunderbolt Festival Meeting
14 August		Works Planning Advisory Unit (WPAU) Meeting
19 August		MCB
Cr B Crouch	1 August	USDAC
	5 August	MCB
	7 August	Finance Committee
	7 August	Sewage Meeting, Bundarra
	14 August	WPAU Meeting
	14 August	Sewage Meeting, Arding
	17 August	Community Lunch, Bundarra, Anglican Bishop
	19 August	MCB
	21 August	Waste to Art Presentations
	21 August	Sewage Meeting, Kentucky
27 August	Ordinary Council Meeting	
Cr M Dusting	23 July	Ordinary Council Meeting
	25 July	Asbestos Training
	5 August	MCB
	6 August	Environmental Committee
	7 August	Finance Committee
	7 August	Public Meeting, Septic Tank Licensing, Bundarra
	17 August	Luncheon, Bundarra
	19 August	MCB
	21 August	Waste to Art
	21 August	Public Meeting, Septic Tanks, Kentucky
26 August	NSW Community Cabinet Meeting, Armidale	
Cr K Dusting	23 July	Ordinary Council Meeting
	25 July	Asbestos – Betty, Uralla
	7 August	Public Meeting, Septic Tanks, Bundarra
	12 August	Events Management Committee
	17 August	Luncheon, Bundarra
	21 August	Waste to Art
	21 August	Public Meeting, Septic Tanks, Kentucky
	26 August	NSW Community Cabinet Meeting, Armidale
Cr L Cooper	11 July	McMaugh Gardens Advisory Committee, McMaugh Gardens
	27 July	Oxley Riders Meeting, Uralla Bowling Club
	31 July	Jobs Australia Board Meeting, Jobs Australia
	1 August	USDAC
	7 August	GP Synergy, Armidale Town Hall
	8 August	McMaugh Gardens Advisory Committee, McMaugh Gardens
	12 August	Thunderbolts Festival Meeting, Mayor's Office
27 August	Ordinary Council Meeting	

DELEGATE REPORTS (continued)

Councillor	Activity Date:	Activity Detail:
Cr K Ward	1 August	USDAC
	6 August	Environmental Committee
	14 August	WPAU Meeting
	21 August	Waste to Art Prizegiving, Uralla Library
	22 August	Tony Windsor MP Farewell, UNE
	26 August	NSW Community Cabinet Public Forum, Armidale
Cr I Strutt	25 July	Visit to "Betty" Asbestos Bus, Uralla
	1 August	USDAC
	5 August	MCB
	6 August	Environmental Committee Meeting
	7 August	Finance Committee Meeting
	7 August	Consultation Visit to Old Mission Site, Uralla
	7 August	Community Health Networking Event, Armidale
	9 August	Dr Michael Court's Presentation "Should Metropolitan Councils be Amalgamated", UNE, Armidale
	10 August	Opening of Helen Phillips Art Exhibition, Chaucer Gallery, Uralla
	13 August	Tablelands Community Transport (TCT) Advisory Committee, Armidale
	19 August	MCB
	22 August	Farewell Function for Mr Tony Windsor, UNE, Armidale
	26 August	Breakfast Meeting Prior to Community Cabinet Meeting, Armidale
	26 August	NSW Community Cabinet Public Forum, Armidale
	27 August	Ordinary Council Meeting
Cr M Pearce	23 July	Planning / Infrastructure Workshop, Tamworth
	24 July	Administration / Correspondence, Uralla
	24 July	Prime 7 News Interview, Uralla
	25 July	"Betty" Asbestos Education Van Visit
	26 July	CWA – Lunch and Presentation
	29 July	MCB - Cancelled
	30 July	Mayors Office – Administration / Correspondence, Uralla
	31 July	Community Safety Precinct Committee (CSPC), Armidale
	1 August	Mayors Office – Administration / Correspondence, Uralla
	1 August	USDAC Meeting
	5 August	MCB
	6 August	Environmental Committee Meeting
	6 August	Local Traffic Committee Meeting
	6 August	United Hospital Auxiliaries of NSW Inc. – Uralla Branch AGM
	7 August	Finance Committee Meeting
	7 August	Site Visit with Armidale Aboriginal Lands Council/ Elders/ Cr Strutt, Uralla
	7 August	Meeting with DAS / CDO re Tourism Issues
	7 August	Sewage / Septic Tank – Information Community Meeting, Bundarra
	8 August	Namoi ROC Board Meeting, Gunnedah
	13 August	Mayors Office – Administration / Correspondence, Uralla
	14 August	Mayors Office – Administration / Correspondence, Uralla
	14 August	WPAU Meeting
	14 August	Prime 7 News Interview
	18 August	Uralla Historical Society Inc – AGM at McCrossins Mill, Uralla
	19 August	MCB
	20 August	Mayors Office – Administration / Correspondence, Uralla
	20 August	Waste to Art Competition, Uralla Library
	21 August	St Joseph's School Visit with General Manager
	21 August	Waste to Art Announcement of Competition Winners, Uralla
	22 August	Armidale Dumaresq Economic Development and Tourism Committee
	23 August	Mayors Office – Administration / Correspondence, Uralla
	23 August	Speak to General Manager re NSW Community Cabinet Meeting
	26 August	Breakfast Meeting, Armidale
	26 August	NSW Community Cabinet Ministers Meeting, Armidale
	27 August	Ordinary Council Meeting

QUESTIONS ON-NOTICE RAISED

Questions On-Notice for Next Meeting of Council

Councillors lodged "Questions On-Notice" as detailed below:

Cr B Crouch

QUESTION:

On-Site Waste Management Systems

In response to Community concerns about Council's interpretation of criteria for the requirements for On-Site Waste and Septic Systems could Councillors be provided with a list of source documents on which these requirements are based?

GM

QUESTION:

Cycle ways and Walking Tracks in Uralla

Could Councillors be provided with a map of cycle ways and walking tracks within Uralla and environs?

DES

CLOSED SESSION OF COUNCIL

MEETING PROCEDURE

Move to Closed Session

274/13 MOVED/ CARRIED (Crs F Geldof / M Dusting)

That Council move into Closed Session.

The General Manager outlined the reason/s for the closure of the meeting to members of the Public and the Press.

MOTION

Closure of Meeting to Members of Public and Press

275/13 MOVED/ CARRIED (Crs F Geldof / M Dusting)

1. i. That the General Manager has correctly classified those matters which Council wishes to deal with in part of this meeting which is closed to the public.
 - ii. That the General Manager's reasons for forming an opinion that the matters should be dealt with in Closed Session are correct in accordance with Section 10A(2) of the Act.
 - iii. That as the matter concerns commercial information of a confidential nature that would, if disclosed; prejudice the commercial position of the person who supplied it, or confer a commercial advantage on a competitor of the Council, or reveal a trade secret; Council is satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest.
2. That as a result of item 1. sub-items (i), (ii) and (iii) above, the public is excluded from this section of the meeting.

CLOSED SESSION RESOLUTIONS

MOTION

Resolutions of Council in Closed Session

276/13 MOVED/ CARRIED

That the following Resolutions of Closed Session become Resolutions of Council in Open Session.

REPORTS TO CLOSED SESSION

MINUTES OF COMMITTEES IN CLOSED SESSION

Confidential Minutes of Meeting for Council and Community Committees

Item 1

Minutes of Council Committees in Closed Session

Various

277/13 MOVED/ CARRIED

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

- Confidential Minutes of Agenda Item 7 from the Closed Session of the 6 June 2013 meeting of the Uralla Shire Development Advisory Committee.

RETURN TO OPEN SESSION OF COUNCIL

MEETING PROCEDURE

Move to Open Session

278/13 MOVED/ CARRIED

That Council move back into Open Session.

There being no further business, the Chair declared the meeting closed at 4:54pm.

CLOSURE OF MEETING

The Meeting closed at: 4:54pm

The Minutes of the Uralla Shire Council at an Ordinary Meeting of Council held on 27 August 2013, consisting of Page 24 and the previous pages, were confirmed by Resolution No. [nnn/13] on [Day Month Year].

.....Mayor