PRESENT:

Cr Wayne Bedggood (Mayor), Cr Maurice Collison (Deputy Mayor), Cr Ron Campbell, Cr Lorna Driscoll, Cr Kiwa Fisher, Cr Michael Johnsen, Cr Deirdre Peebles and Cr Lee Watts.

APOLOGIES:

RESOLVED that the apology received from Cr Peter Bishop be accepted.

Moved:  Cr M Collison Seconded:  Cr M Johnsen CARRIED

IN ATTENDANCE:

Mr Waid Crockett (General Manager), Mr Steve Pryor (Director Corporate & Community Services), Mr Mathew Pringle (Director Environmental & Customer Services), Mr Alan Fletcher (Director Infrastructure Services), Mr Wayne Phelps (Manager Finance), Mrs Daele Healy (Communications Officer), Miss Shinead Taylor (Governance & Executive Support) and Mrs Robyn Cox (Executive Assistant).

ADOPTION OF MINUTES:

RESOLVED that the minutes of the ordinary Council meeting held on 25 July 2016 be adopted.

Moved:  Cr L Driscoll Seconded:  Cr R Campbell CARRIED

DECLARATIONS OF INTEREST:

SCR.08.3  Development & Environmental Services Committee
DESC.08.1  DA No 27/2016 Subdivision of 1 Lot into 2 Lots
Cr Maurice Collison declared a non-pecuniary interest / insignificant conflict for the reason that he personally knows a number of the stakeholders regarding the subdivision. Cr Collison advised that he would remain in Chamber but take no part in discussion or voting.

C.08.6  Festival of the Fleeces Committee
Cr Wayne Bedggood declared a non-pecuniary interest / insignificant conflict for the reason that he is Deputy Chair of the Scone Volunteer Support Group for the Westpac Rescue Helicopter Service who is one of the recommended recipients for surplus funds. Cr Bedggood advised that he would remain in Chamber and take part in discussion and voting as the conflict would not be relevant to his decision.

G.08.1  Request to Waive Fees – Family InSight Inc
Cr Lee Watts declared a non-pecuniary interest / insignificant conflict for the reason that she is the Manager of one of the community groups involved. Cr Watts advised that she would remain in the Chamber and take part in discussion and voting as the conflict would not be relevant to her decision.

G.08.3  Scone Horse Trials – Sponsorship
Cr K Fisher declared a non-pecuniary interest / significant conflict for the reason that he is Vice President of the Scone Horse Trials. Cr Fisher advised that he would leave the Chamber and take no part in discussion or voting.

RESOLVED that standing orders be suspended to deal with Item A.08.1

Moved:  Cr L Driscoll Seconded:  Cr M Johnsen CARRIED
# UPPERC HUNTER SHIRE COUNCIL

## Ordinary Meeting - 22 August 2016

### TABLE OF CONTENTS

<table>
<thead>
<tr>
<th>Section</th>
<th>Title</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAYORAL MINUTES</td>
<td>MAYOR FOR A DAY 2016 PRESENTATION</td>
<td>3</td>
</tr>
<tr>
<td>MAYORAL MINUTES</td>
<td>ACKNOWLEDGEMENT OF SERVICE TO COUNCIL</td>
<td>5</td>
</tr>
<tr>
<td>STANDING COMMITTEE REPORTS</td>
<td>FINANCE COMMITTEE</td>
<td>6</td>
</tr>
<tr>
<td>STANDING COMMITTEE REPORTS</td>
<td>WORKS &amp; TECHNICAL SERVICES COMMITTEE</td>
<td>8</td>
</tr>
<tr>
<td>STANDING COMMITTEE REPORTS</td>
<td>DEVELOPMENT &amp; ENVIRONMENTAL SERVICES COMMITTEE</td>
<td>12</td>
</tr>
<tr>
<td>COMMITTEE/DELEGATES REPORTS</td>
<td>AUSTRALIA DAY COMMITTEES</td>
<td>27</td>
</tr>
<tr>
<td>COMMITTEE/DELEGATES REPORTS</td>
<td>Scone &amp; Upper Hunter Regional Saleyards</td>
<td>38</td>
</tr>
<tr>
<td>COMMITTEE/DELEGATES REPORTS</td>
<td>MERRIWA AGED HOSTEL COMMITTEE</td>
<td>42</td>
</tr>
<tr>
<td>COMMITTEE/DELEGATES REPORTS</td>
<td>COMMUNITY SERVICES COMMITTEE</td>
<td>48</td>
</tr>
<tr>
<td>COMMITTEE/DELEGATES REPORTS</td>
<td>UPPER HUNTER SHIRE TRAFFIC COMMITTEE</td>
<td>53</td>
</tr>
<tr>
<td>COMMITTEE/DELEGATES REPORTS</td>
<td>FESTIVAL OF THE FLEECES</td>
<td>57</td>
</tr>
<tr>
<td>COMMITTEE/DELEGATES REPORTS</td>
<td>UPPER HUNTER SHIRE LAND COMMITTEE</td>
<td>61</td>
</tr>
<tr>
<td>ENVIRONMENT/HEALTH REPORTS</td>
<td>PROPOSED FEE FOR ANIMAL VACCINATION</td>
<td>65</td>
</tr>
<tr>
<td>GENERAL ADMINISTRATION REPORTS</td>
<td>REQUEST TO WAIVE FEES - FAMILY INSIGHT INC</td>
<td>68</td>
</tr>
<tr>
<td>GENERAL ADMINISTRATION REPORTS</td>
<td>REQUEST FOR SPONSORSHIP - Scone Art Prize 2016</td>
<td>71</td>
</tr>
<tr>
<td>GENERAL ADMINISTRATION REPORTS</td>
<td>Scone Horse Trials - Sponsorship</td>
<td>75</td>
</tr>
<tr>
<td>GENERAL ADMINISTRATION REPORTS</td>
<td>REQUEST FOR SPONSORSHIP - ST JOSEPH’S HIGH SCHOOL - 2016 OUTWARD</td>
<td>78</td>
</tr>
<tr>
<td>GENERAL ADMINISTRATION REPORTS</td>
<td>REQUEST TO WAIVE FEES - MERRIWA LITTLE SPROUTS</td>
<td>83</td>
</tr>
<tr>
<td>GENERAL ADMINISTRATION REPORTS</td>
<td>COUNCIL REQUEST FOR ASSISTANCE WITH LEGAL COSTS</td>
<td>86</td>
</tr>
<tr>
<td>GENERAL ADMINISTRATION REPORTS</td>
<td>REQUEST TO WAIVE FEES - MERRIWA JUNIOR CAMPDRAFT &amp; FETE DAY</td>
<td>90</td>
</tr>
<tr>
<td>GENERAL ADMINISTRATION REPORTS</td>
<td>END OF TERM REPORT</td>
<td>93</td>
</tr>
<tr>
<td>RESPONSES TO PREVIOUS QUESTIONS</td>
<td></td>
<td>96</td>
</tr>
<tr>
<td>CONFIDENTIAL REPORTS</td>
<td>UPPER HUNTER SHIRE LAND COMMITTEE</td>
<td>99</td>
</tr>
</tbody>
</table>
MAYORAL MINUTES

A.08.1  MAYOR FOR A DAY 2016 PRESENTATION

RESPONSIBLE OFFICER: Kerri Cone - Manager Community Services

AUTHOR: Amanda Catzikiris - Community Services Officer

RECOMMENDATION

That Council welcome the Winners of the Mayor for a Day Competition.

REPORT/PROPOSAL

The Mayor for a Day Competition, run as part of Local Government Week, received 280 entries from 6 Primary schools in our Shire.

Individual schools were awarded first, second and third place. The six winners along with their parents and Principals have been invited to an afternoon tea prior to the Council meeting and to then read their entries to Council, with the overall winner and runner up to be announced.

School Winners are:

Aberdeen Public School  Charlotte Wells
Blandford Public School  Emily McMahon (Design a Postcard)
Scone Grammar School  Jack Teague
Scone Public School  Prunella Hayes
St Joseph’s Primary School Merriwa  Indi Welsh
St Marys Primary School Scone  Patrick Magner
Willis Mulligan (Design a Postcard)

OPTIONS

Nil

ATTACHMENTS

Nil.

Council welcomed the Winners of the Mayor for a Day Competition.
Standing orders were resumed.

PUBLIC PARTICIPATION

SCR.08.3 Development & Environmental Services Committee
DESC.08.1 DA No 27/2016 Subdivision of 1 Lot into 2 Lots

Ms Jane Watson, speaking against the recommendation
Ms Kate Mailer, speaking for the recommendation
MAYORAL MINUTES

A.08.2 ACKNOWLEDGEMENT OF SERVICE TO COUNCIL

RESPONSIBLE OFFICER: Waid Crockett - General Manager

AUTHOR: Wayne Bedggood - Mayor

RECOMMENDATION

For notation only.

REPORT/PROPOSAL

I would like to formally acknowledge the contributions of Cr Peter Bishop and Cr Michael Johnsen, both of whom have decided not to stand for Council at the upcoming election. On behalf of the Community I would like to thank them both for their hard work, healthy discussions and their drive for ensuring that we collectively made the most informed decisions possible for the Community.

As chair of the Finance Committee, Cr Bishop ensured that Council’s performance was closely monitored and he played a major part in ensuring that Council remained Fit for the Future. He also initiated changes to the way that our finance papers are now presented, making them more user friendly and readily informative.

Cr Johnsen was the Mayor for a major part of this term and his support for the Community and leadership during the first part of the term has helped create a solid and healthy platform for our future. We look forward to his continuing involvement with Council at a State level.

We wish them both the very best for the future.

I would also like to acknowledge the significant contribution and time all of the Councillors have made during this term of Council and I wish you all the very best in the upcoming election.

OPTIONS

For notation only.

ATTACHMENTS

There are no enclosures for this report

For notation only.
STANDING COMMITTEE REPORTS

SCR.08.1 FINANCE COMMITTEE

RESPONSIBLE OFFICER: Steve Pryor - Director Corporate & Community Services

AUTHOR: Shinead Taylor - Governance & Executive Support Officer

RECOMMENDATION

That Council:

1. Endorse the minutes of the Finance Committee meeting held on 19 July 2016.
2. In relation to item FCR.08.5:
   a. Adopt the Annual Financial Statements to 30 June 2016, including a separate set of financial statements for Gummun Place Hostel, subject to minor amendment by the auditors;
   b. Refer both sets of Annual Financial Statements to Council’s external auditors (Forsyths);
   c. Authorise the Mayor, a Councillor, General Manager and Responsible Accounting Officer to sign the Statement by Councillors and Management pursuant to section 413(2)(c) of the Local Government Act 1993 (as amended); and
   d. Authorise the Mayor to sign the Declaration by Council in respect of fundraising appeals for Gummun Place Hostel.
3. In relation to item FCR.08.6:
   a. Note the determination of the Court of Appeal ruling that councils could not charge rates on properties owned by Community Housing Limited.
   b. Amend the classification of the properties owned by Compass Housing to non-rateable.
4. In relation to item CR.08.1, write-off the fees and charges as outlined in the confidential report to the Finance Committee.

BACKGROUND

The Finance Committee meets prior to each monthly Council Meeting to consider the Financial Summary Reports, the Cash and Investment Report, and the Responsible Accounting Officer’s Statement.

REPORT/PROPOSAL

The next meeting of the Finance Committee has been called for Friday, 19 July 2016 and recommendations from that meeting will be presented to Council.

ATTACHMENTS

Nil.
RESOLVED that Council:

1. Endorse the minutes of the Finance Committee meeting held on 19 July 2016.
2. In relation to item FCR.08.5:
   a. Adopt the Annual Financial Statements to 30 June 2016, including a separate set of financial statements for Gummun Place Hostel, subject to minor amendment by the auditors;
   b. Refer both sets of Annual Financial Statements to Council's external auditors (Forsyths);
   c. Authorise the Mayor, a Councillor, General Manager and Responsible Accounting Officer to sign the Statement by Councillors and Management pursuant to section 413(2)(c) of the Local Government Act 1993 (as amended); and
   d. Authorise the Mayor to sign the Declaration by Council in respect of fundraising appeals for Gummun Place Hostel.
3. In relation to item FCR.08.6:
   a. Note the determination of the Court of Appeal ruling that councils could not charge rates on properties owned by Community Housing Limited.
   b. Amend the classification of the properties owned by Compass Housing to non-rateable.
4. In relation to item CR.08.1, write-off the fees and charges as outlined in the confidential report to the Finance Committee.

Moved: Cr R Campbell  Seconded: Cr L Driscoll  CARRIED
RECOMMENDATION

That Council:

1. Endorse the minutes of the Works & Technical Services Committee meeting held on 9 August 2016.

2. Delegate authority to the General Manager and Mayor to sign and seal documents in relation to creating an easement over the sewer pipeline replacement on Lot 18 DP 4531, Moobi Rd, Scone.

3. Support the proposed additional murals on the fire shed at Jefferson Park, Aberdeen, and also support a plaque to be installed on the fire shed recognising the Scouts as the original users.

BACKGROUND

The Works & Technical Services Committee provides policy and direction, along with an update on the planned program for roads, bridges, water and sewerage work, parks, building and waste management.

REPORT/PROPOSAL

WTS.08.1 Works Program - Infrastructure Services - Water & Sewer

Key projects currently underway include:

- Replacement of old water meters in Merriwa, Murrurundi, Aberdeen and Scone,
- Bore pump replacement in Cassilis and Merriwa,
- Murrurundi – Bernard St. Mains Extension.

There are three recently identified sewer renewal projects:

- Scone – Aberdeen St Relining
- Scone – Kingdon St, Emergency Renewal
- Scone – Moobi Rd, Emergency Renewal. The Moobi Road sewer renewal is located on private property and will require the creation of an easement.

WTS.08.2 Works Program – Infrastructure Services

Major projects currently under construction are:

- Rehabilitation works and pedestrian upgrades on the Golden Highway have now commenced and are continuing well.
- Segenhoe Street kerb and gutter works were delayed due to wet weather and crews required in Merriwa are now back on site.
WTS.08.3 Capital Works Update – Infrastructure Services

Key projects currently underway include:

- Rehabilitation works on the Golden Highway and Merriwa CBD works underway
- Segenhoe St Aberdeen drainage, kerb & gutter and roadworks recommenced after being on hold due to work load at Merriwa and wet weather.

WTS.08.4 Proposed additional mural on shed at Jefferson Park, Aberdeen.

Mural artist, Andrew Davis completed a mural on the side of the old small shed facing the New England Highway in June 2016. Mr Davis involved community groups in painting the mural. Mr Davis has written to Council asking permission to continue the mural around two more walls of the same building, extending the themes of golf club, skatepark and a section focusing on Mens Shed activity to mirror the existing activity in this section of Jefferson Park. The committee discussed the history of the shed, and recommended the Aberdeen Scouts be acknowledged as the original users of the building.

ATTACHMENTS

1. Works And Technical Services Committee - 9 August 2016 - Summary Minutes

RESOLVED that Council:

1. Endorse the minutes of the Works & Technical Services Committee meeting held on 9 August 2016.
2. Delegate authority to the General Manager and Mayor to sign and seal documents in relation to creating an easement over the sewer pipeline replacement on Lot 18 DP 4531, Moobi Rd, Scone.
3. Support the proposed additional murals on the fire shed at Jefferson Park, Aberdeen, and also support a plaque to be installed on the fire shed recognising the Scouts as the original users.

Moved: Cr R Campbell          Seconded: Cr M Collison         CARRIED
PRESENT:
Cr Wayne Bedggood, Cr Maurice Collison, Cr Ron Campbell and Cr Lorna Driscoll.

APOLOGIES:
Cr Deirdre Peebles and Mr Nick Havyatt (Manager Works Delivery)

IN ATTENDANCE:
Mr Alan Fletcher (Director Infrastructure Services), Mr Jeff Bush (Manager Strategic Assets) and Mr Paul Turri (Manager Water Waste) Mrs Belinda Olteanu (Infrastructure Support Officer).

DECLARATIONS OF INTEREST:
Nil

PUBLIC PARTICIPATION:
Nil

WTS.08.1  WORKS PROGRAM - INFRASTRUCTURE SERVICES - WATER & SEWER
RESPONSIBLE OFFICER: Alan Fletcher - Director Infrastructure Services
AUTHOR: Paul Turri - Manager Water and Waste

RESOLVED that the Committee receive the report.
Moved: M Collison  Seconded: R Campbell  CARRIED

RECOMMENDED that the General Manager and Mayor be authorised to sign and seal documents in relation to creating an easement over the sewer pipeline replacement on Lot 18 DP 4531, Moobi Rd, Scone.

Moved: M Collison  Seconded: R Campbell  CARRIED

WTS.08.2  WORKS PROGRAM - INFRASTRUCTURE SERVICES
RESPONSIBLE OFFICER: Alan Fletcher - Director Infrastructure Services
AUTHOR: Nicholas Havyatt - Manager Works Delivery

RESOLVED that the Committee receive the report and note the information.
Moved: M Collison  Seconded: L Driscoll  CARRIED
WTS.08.3  CAPITAL WORKS UPDATE  
RESPONSIBLE OFFICER: Alan Fletcher - Director Infrastructure Services  
AUTHOR: Belinda Olteanu - Infrastructure Services Admin Officer  

RESOLVED that the Committee receive the report and note the information.  
Moved: M Collison  
Seconded: L Driscoll  
CARRIED

WTS.08.4  PROPOSED ADDITIONAL MURAL ON SHED AT JEFFERSON PARK, ABERDEEN  
RESPONSIBLE OFFICER: Waid Crockett - General Manager  
AUTHOR: Alan Fletcher - Director Infrastructure Services  

RECOMMENDED that Council support the proposed additional murals on the fire shed at Jefferson Park, Aberdeen, and also support a plaque to be installed on the fire shed recognising the Scouts as the original users.  
Moved: M Collison  
Seconded: L Driscoll  
CARRIED

COUNCILLOR QUESTIONS:

Cr Maurice Collison
1. Asked can a bulge in the road seal near the water Treatment Plant Site on Gundy road be fixed as motorists are veering onto the wrong side of the road to avoid the bulge?  
   Response: Director Infrastructure Services advised a CRM would be entered.

Cr Ron Campbell
1. Asked if the spacing of the chevrons on Scone-Merriwa Rd at Webimble Road be checked – visibility is very poor on the sweeping bend during foggy and rainy weather?  
   Response: Director Infrastructure Services advised a CRM would be entered.

Cr Lorna Driscoll
1. Requested that the grass footpath at the front of 47 Graham St Aberdeen be filled in, it currently has ditches on the surface? One Aberdeen resident has recently fallen over there when the wheels of his mobility scooter became lodged in a ditch.  
   Response: Director Infrastructure Services advised a CRM would be entered.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 1.37pm
SCR.08.3  DEVELOPMENT & ENVIRONMENTAL SERVICES COMMITTEE

RESPONSIBLE OFFICER: Waid Crockett - General Manager

AUTHOR: Mathew Pringle - Director Environmental & Customer Services

RECOMMENDATION

That Council:
1. Endorse the minutes of the Development & Environmental Services Committee meeting held on 9 August 2016.
2. DESC.08.1 - Refuse consent to Development Application No. 27/2016 for the subdivision of one lot into two lots at Lot 212 DP 1154848, Hunter Road Scone, as shown on the submitted plans, for the following reasons:
   a) Pursuant to Section 79C(1)(a)(i) of the Environmental Planning and Assessment Act 1979, the proposed subdivision is inconsistent with the objectives of the RU1 Primary Production Zone of the Upper Hunter Local Environmental Plan 2013 as it does not minimize the fragmentation of resource lands and does not protect the agricultural value of rural land.
   b) Pursuant to Section 79C(1)(a)(i) of the Environmental Planning and Assessment Act 1979, the proposed subdivision does not comply with Clause 4.2A of the Upper Hunter Local Environmental Plan 2013 because it is not necessary for the ongoing operation of the permissible use of the land.
   c) Pursuant to Section 79C(1)(a)(i) of the Environmental Planning and Assessment Act 1979, the proposal is inconsistent with State Environmental Planning Policy (Rural Lands) 2008 Clause 8 Rural Subdivision Principles, because it does not minimise rural land fragmentation and creates the potential for land use conflict.
   d) Pursuant to Section 79C(1)(a)(iii) of the Environmental Planning and Assessment Act 1979, the proposal is inconsistent with the objectives of Part 3 of the Upper Hunter Development Control Plan 2015 (Part 3) because it does not take into account the principles of environmental sustainability and creates an allotment that is unlikely to be capable of sustainable development.
   e) Pursuant to Section 79C(1)(a)(iii) of the Environmental Planning and Assessment Act 1979, the proposal is inconsistent with the outcomes to be achieved in the Upper Hunter Development Control Plan 2015 (Part 3) because it does not demonstrate how the proposed lots respond to the existing site attributes and constraints.
   f) Pursuant to Section 79C(1)(c) of the Environmental Planning and Assessment Act 1979, the application does not clearly demonstrate that the site is suitable for the proposed subdivision as Proposed Lot 1 is unlikely to have the carrying capacity to support sustainable and productive agriculture.
3. DESC.08.2 - Approve Development Application No. 48/2016 for the subdivision of one (1) lot into 13 lots in four (4) separate stages (Staged Development) at Lot 1 DP 937898, 106 Moobi Road, Scone, subject to the conditions of consent in Attachment 2.
BACKGROUND

The Development and Environmental Services Committee is a Standing Committee of Council which considers reports, advice and recommendations of management regarding strategic land use planning, development applications, environmental, health and building related matters. The Committee subsequently makes recommendations to Council in relation to such matters.

A meeting of the Development and Environmental Services Committee was held on Tuesday, 9 August 2016.

REPORT/PROPOSAL

In relation to Item DESC.08.1, the Committee resolved to refuse the application despite a recommendation from Council Officers that the application be approved. In this regard, the Committee were concerned with the fragmentation of rural land, the potential for land use conflict and the appropriateness of the subdivision having regard to the natural and physical constraints affecting the land. In addition the Committee were concerned that approval of the subdivision could set a precedent for similar type subdivisions and were not satisfied that the subdivision was necessary for the ongoing operation of the current permissible use as alternative options were available to the land owner to achieve a similar outcome (ie short term lease or boundary adjustment). The Committee also raised concerns in relation to the loss of a dwelling entitlement.

ATTACHMENTS

1. Minutes of the Development & Environmental Services Committee - 9 August 2016
2. DA 48/2016 - Recommended Conditions of Consent

DECLARATION OF INTEREST

DESC.08.1  DA No 27/2016 Subdivision of 1 Lot into 2 Lots
Cr Maurice Collison declared a non-pecuniary interest / insignificant conflict for the reason that he personally knows a number of the stakeholders regarding the subdivision. Cr Collison advised that he would remain in Chamber but take no part in discussion or voting.

RESOLVED that Council:

1. Endorse the minutes of the Development & Environmental Services Committee meeting held on 9 August 2016.
2. DESC.08.1 - Refuse consent to Development Application No. 27/2016 for the subdivision of one lot into two lots at Lot 212 DP 1154848, Hunter Road Scone, as shown on the submitted plans, for the following reasons:
   a) Pursuant to Section 79C(1)(a)(i) of the Environmental Planning and Assessment Act 1979, the proposed subdivision is inconsistent with the objectives of the RU1 Primary Production Zone of the Upper Hunter Local Environmental Plan 2013 as it does not minimize the fragmentation of resource lands and does not protect the agricultural value of rural land.
   b) Pursuant to Section 79C(1)(a)(i) of the Environmental Planning and Assessment Act 1979, the proposed subdivision does not comply with Clause 4.2A of the Upper Hunter Local Environmental Plan 2013 because it is not necessary for the ongoing operation of the permissible use of the land.
c) Pursuant to Section 79C(1)(a)(i) of the Environmental Planning and Assessment Act 1979, the proposal is inconsistent with State Environmental Planning Policy (Rural Lands) 2008 Clause 8 Rural Subdivision Principles, because it does not minimise rural land fragmentation and creates the potential for land use conflict.

d) Pursuant to Section 79C(1)(a)(iii) of the Environmental Planning and Assessment Act 1979, the proposal is inconsistent with the objectives of Part 3 of the Upper Hunter Development Control Plan 2015 (Part 3) because it does not take into account the principles of environmental sustainability and creates an allotment that is unlikely to be capable of sustainable development.

e) Pursuant to Section 79C(1)(a)(iii) of the Environmental Planning and Assessment Act 1979, the proposal is inconsistent with the outcomes to be achieved in the Upper Hunter Development Control Plan 2015 (Part 3) because it does not demonstrate how the proposed lots respond to the existing site attributes and constraints.

f) Pursuant to Section 79C(1)(c) of the Environmental Planning and Assessment Act 1979, the application does not clearly demonstrate that the site is suitable for the proposed subdivision as Proposed Lot 1 is unlikely to have the carrying capacity to support sustainable and productive agriculture.

3. DESC.08.2 - Approve Development Application No. 48/2016 for the subdivision of one (1) lot into 13 lots in four (4) separate stages (Staged Development) at Lot 1 DP 937898, 106 Moobi Road, Scone, subject to the conditions of consent in Attachment 2.

Moved: Cr K Fisher  Seconded: Cr L Driscoll  CARRIED
PRESENT:
Cr Kiwa Fisher (Chair), Cr Peter Bishop and Cr Lee Watts.

APOLOGIES:
Cr Deirdre Peebles,

IN ATTENDANCE:
Cr Wayne Bedggood, Cr Ron Campbell, Cr Maurice Collison, Mr Mathew Pringle (Director Environmental & Customer Services), Mr Paul Smith (Senior Environmental Planner), Miss Shinead Taylor (Governance & Executive Support Officer), Ms Kate Mailer, Mr Garry Johnson, Mrs Jane Watson and Mr David Casson.

DECLARATIONS OF INTEREST:
Cr Maurice Collison (who was in attendance only) declared an interest in relation to item DESC.07.1 as he personally knows a number of stakeholders in the matter. Cr Collison took no part in the discussion of this item and, as he is not a member of the Development & Environmental Services Committee, did not cast a vote.

PUBLIC PARTICIPATION:
DESC.08.1 Development Application No. 27/2016 Subdivision of 1 lot into 2 lots
Ms Kate Mailer, Solicitor on behalf of Mr Garry Johnson
Mrs Jane Watson, Solicitor on behalf of neighbouring property owner, Mr Hayne
Mr David Casson, Casson Planning & Development Services

SITE INSPECTIONS:
DESC.08.1 Development Application No. 27/2016 Subdivision of 1 lot into 2 lots
A site inspection was held at 8.30am at the subject property on Hunter Road, Moonan Flat, attended by Cr Kiwa Fisher, Cr Lee Watts, Cr Peter Bishop, Cr Wayne Bedggood, Cr Maurice Collison, Cr Ron Campbell, Mr Mathew Pringle, Mr David Casson.

DESC.08.2 Development Application No. 48/2016 Subdivision of 1 lot into 13 lots in 4 separate stages (staged development)
A site inspection was held at 9.45am at 106 Moobi Road Scone, attended by Cr Kiwa Fisher, Cr Lee Watts, Cr Peter Bishop, Cr Wayne Bedggood, Cr Maurice Collison, Cr Ron Campbell, Mr Mathew Pringle, Mr David Casson.

AGENDA ITEMS:
DESC.08.1 Development Application No. 27/2016 Subdivision of 1 lot into 2 lots
Cr Kiwa Fisher commenced the meeting by emphasising that decisions made by this Committee must be based on assessment against relevant planning instruments.
Mr Pringle then gave an overview of the development application including the exceptions to minimum subdivision lot sizes for certain rural subdivisions under Clause 4.2A of the Upper Hunter Local Environmental Plan. Mr Pringle explained that in determining whether to grant consent to the application, Council must consider the provisions of Clause 4.2A(4)(a) to (d) of the LEP.

The Committee briefly discussed the estimated Lucerne yield of the lot in question.

Ms Mailer spoke on behalf of Mr Johnson, stating that the fundamental concern for her client if the subdivision is approved, is the loss of arable land and frontage to the Hunter River for proposed Lot 2 on the southern side of Hunter Road. It was also noted that the proposed subdivision would result in the removal of the dwelling entitlement for proposed Lot 2, therefore decreasing the land value.

Mrs Watson spoke on behalf of her client, the neighbouring property owner, Mr Hayne, and advised the committee that her client had been occupying a portion of the land (proposed Lot 1) for crop production for approximately 60 years. Mrs Watson advised that there were legal proceedings currently underway in the NSW Supreme Court to remove a caveat on the title of the subject property (Lot 212 DP 1154848) which protected her client’s use of the land. As her client wishes to enter into a 99 year lease with the current property owners (Dawsons) over the land they currently occupy, they were required to lodge a development application with Council for subdivision as any lease of land greater than five (5) years requires the registration of a subdivision.

Cr Bishop enquired whether a boundary adjustment or shorter term lease would be suitable alternatives to the proposed subdivision, however Mrs Watson advised that the current owners have rejected these options.

RESOLVED that the Committee move into Closed Committee with the press and public excluded in accordance with Section 10(2)(e) of the Local Government Act 1993.

Moved: Cr K Fisher  
Seconded: Cr L Watts  
CARRIED

The Committee moved into Closed Committee with the press and public excluded to discuss a confidential submission against the development application.

RESOLVED that the Committee return to open Committee.

Moved: Cr K Fisher  
Seconded: Cr L Watts  
CARRIED

After public participants re-entered the room the Committee through the Chair, Cr Fisher, expressed their concerns that the development application did not adequately satisfy Clause 4.2A (4)(a,b and d), nor a number of requirements of the Upper Hunter Development Control Plan, and moved to amend the recommendation as shown in the resolution to item DESC.08.1 below.

DESC.08.2 Development Application No. 48/2016 Subdivision of 1 lot into 13 lots in 4 separate stages (staged development)

After the site inspection of this property held prior the meeting, this item required no further discussion and the Committee resolved to support the recommendation unanimously.

COUNCILLOR QUESTIONS

Nil
DEVELOPMENT & ENVIRONMENTAL SERVICES COMMITTEE REPORTS

DESC.08.1 DEVELOPMENT APPLICATION NO. 27/2016 SUBDIVISION OF 1 LOT INTO 2 LOTS

RESPONSIBLE OFFICER: Mathew Pringle - Director Environmental & Customer Services
AUTHOR: Paul Smith - Senior Environmental Planner

PURPOSE

On 7 April 2016, Council received Development Application No. 27/2016 for a subdivision of one lot into two lots at Lot 212 DP 1154848, Hunter Road, Moonan Flat. The development application is being reported to Council because one submission was received raising an objection to the proposal.

RECOMMENDATION

That Council approve Development Application No 27/2016 subdivision of one lot into two lots at Lot 212 DP 1154848, Hunter Road, Moonan Flat, subject to the conditions of consent in Attachment 1.

BACKGROUND

Applicant: Casson Planning and Development Services
Owner: T.A Dawson and E.I Dawson
Location: Lot 212 DP 1154848, Hunter Road, Moonan Flat
Zone: RU1 Primary Production and RU4 Primary Production Small Lots

Development Application No. 27/2016 was lodged with Council on 7 April 2016 for the subdivision of one lot into two lots at Lot 212 DP 1154848, Hunter Road, Moonan Flat. One submission was received.

REPORT/PROPOSAL

The development site comprises a 183ha rural lot with an approximate 100m frontage to Hunter Road in two locations. A 1.6ha portion of Lot 212 is located on the northern side of Hunter Road. It is proposed to subdivide the land into two lots with areas of 1.6ha (proposed Lot 1) and 183.7ha (proposed Lot 2). Proposed Lot 1 has direct legal access from Hunter Road. It is proposed that the access to proposed Lot 2 will be via an existing right of carriageway over part of Lot 4 DP 752476. Refer to plan of subdivision in Attachment 3.

The applicant advises that the purpose of the subdivision is to create a small parcel of land (proposed Lot 1) to allow “the long term lease of this land to be formalised” with the owner of Lot 4 DP 752476.

Pursuant to Clause 4.2A of the Upper Hunter LEP 2013, land may be subdivided to create a lot of a size that is less than the minimum lot size. The proposed subdivision creates a rural lot (proposed Lot 1) that at 1.6ha is substantially less than the minimum lot size of 40ha. Creating small rural lots even without dwelling entitlements is not consistent with good rural planning and can lead to the creation of “bush blocks” which present a range of land use issues that can be in conflict with the surrounding agricultural land uses. Although a boundary realignment between existing Lot 212 DP 1154848 and Lot 4 DP 752476 would not result in the creation of a separate lot such an approach is not being used. The applicant submits that proposed Lot 1 will be subject to a long term lease with the owner of Lot 4 DP 752476 which will enable the ongoing use of the land for lucerne production. The ability for proposed Lot 1 to support sustainable primary production is contingent on it remaining linked to Lot 4 DP 752476. In the long term it cannot be guaranteed that the lease will remain in place and it is possible that
proposed Lot 1 could be sold individually at some stage resulting in an unsustainable agricultural lot. Nevertheless it is considered that the proposed subdivision complies with the provisions of Clause 4.2A and has been assessed as satisfactory in this particular instance.

**OPTIONS**

1. That Council approve Development Application No 27/2016 subdivision of one lot into two lots at Lot 212 DP 1154848, Hunter Road, Moonan Flat, subject to the conditions of consent in Attachment 1.
2. That Council refuse Development Application No 27/2016 subdivision of one lot into two lots at Lot 212 DP 1154848, Hunter Road, Moonan Flat, stating the reasons for refusal.

**CONSULTATION**

The proposed development being a subdivision creating two rural lots, was considered “development presumed not to require public notification” in Table 4 of the Upper Hunter Development Control Plan 2015. In this regard the development application was not placed on public exhibition. Notwithstanding a confidential submission was received raising concerns about how the subdivision would undermine the agricultural productive potential of the existing lot by removing the access to the Hunter River and the only piece of accessible highly fertile land (a copy of the submission is provided under separate cover).

**STRATEGIC LINKS**

a. **Community Strategic Plan 2013+**

The proposed development is consistent with the Key Focus Areas and Aspiration Goals 3 of the Community Strategic Plan: “Protect the natural and built environment and plan for a sustainable future for our Shire and our planet.

b. **Delivery Program**

Assessment of the application is in accordance with the Community Strategic Objectives for town planning: promote a sense of responsibility within our community to care for our environment and provide for a sustainable future.

c. **Other Plans**

Nil

**IMPLICATIONS**

a. **Policy and Procedural Implications**

Nil
b. **Financial Implications**

Development Application and other relevant fees totalling $523 have been paid by the applicant.

c. **Legislative Implications**

An assessment of the development application has been undertaken pursuant to Section 79C of the Environmental Planning and Assessment Act 1979 (see Attachment 2).

d. **Risk Implications**

Council determinations of development applications in relation to local development can be appealed by a third party in the Land and Environment Court in circumstances where incorrect legal process has been applied. In the case of this development the relevant considerations under the Environmental Planning and Assessment Act 1979 have been made. There is a low risk of any third party legal appeal in relation to this development application.

e. **Other Implications**

Nil

**CONCLUSION**

The application has been assessed as satisfactory against Section 79C of the Environmental Planning and Assessment Act 1979, Upper Hunter Local Environmental Plan 2013 and the Upper Hunter Shire Development Control Plan 2015.

The proposal is in keeping with the site context, is an appropriate form of development for the site and is unlikely to result in any significant adverse impacts.

Accordingly, it is recommended that the application be approved subject to appropriate conditions of consent.

**RECOMMENDED** that Council, as the consent authority, refuse consent to Development Application No. 27/2016 for the Subdivision of one lot into two lots at Lot 212 DP 1154848, Hunter Road Scone, as shown on the submitted plans, for the following reasons:

a) Pursuant to Section 79C(1)(a) of the Environmental Planning and Assessment Act 1979, the proposed subdivision is inconsistent with the objectives of the RU1 Primary Production Zone of the Upper Hunter Local Environmental Plan 2013 as it does not minimize the fragmentation of resource lands and does not protect the agricultural value of rural land.

b) Pursuant to Section 79C(1)(a)(i) of the Environmental Planning and Assessment Act 1979, the proposed subdivision does not comply with Clause 4.2A of the Upper Hunter Local Environmental Plan 2013 because it is not necessary for the ongoing operation of the permissible use of the land.

c) Pursuant to Section 79C(1)(a)(i) of the Environmental Planning and Assessment Act 1979, the proposal is inconsistent with State Environmental Planning Policy (Rural Lands) 2008 Clause 8(a) Rural Subdivision Principles, because it does not minimise rural land fragmentation and creates the potential for land use conflict.
d) Pursuant to Section 79C(1)(a)(iii) of the Environmental Planning and Assessment Act 1979, the proposal is inconsistent with the objectives of Part 3 of the Upper Hunter Development Control Plan 2015 (Part 3) because it does not take into account the principles of environmental sustainability and creates an allotment that is unlikely to be capable of sustainable development.

e) Pursuant to Section 79C(1)(a)(iii) of the Environmental Planning and Assessment Act 1979, the proposal is inconsistent with the outcomes to be achieved in the Upper Hunter Development Control Plan 2015 (Part 3) because it does not demonstrate how the proposed lots respond to the existing site attributes and constraints.

f) Pursuant to Section 79C(1)(c) of the Environmental Planning and Assessment Act 1979, the application does not clearly demonstrate that the site is suitable for the proposed subdivision as Proposed Lot 1 is unlikely to have the carrying capacity to support sustainable and productive agriculture.

Moved: K Fisher  Seconded: P Bishop  CARRIED
The purpose of the report is to consider Development Application No. 48/2016 for the subdivision of one (1) lot into 13 lots in four (4) separate stages (staged development) at Lot 1 DP 937898, 106 Moobi Road, Scone.

The application is being reported to Council as one (1) submission has been received.

RECOMMENDATION
That Council approve Development Application No. 48/2016 for the subdivision of one (1) lot into 13 lots in four (4) separate stages (Staged Development) at Lot 1 DP 937898, 106 Moobi Road, Scone, subject to the conditions of consent in Attachment 1.

BACKGROUND
Applicant: Casson Planning & Development Services
Owner: Ms K J Macrae
Location: Lot 1 DP 937898, 106 Moobi Road, Scone
Zone: R5 Large Lot Residential

Development Application No. 48/2016 was lodged with Council on 19 May 2016. The original application sought approval for the subdivision of one (1) lot into three (3) lots having areas of 7,195m², 9798m² and 2.32ha.

The original proposal was not supported by Council Officers as it was inconsistent with the intent of the Upper Hunter Land Use Strategy in that it did not maximise the land’s development potential (ie potential lot yield) and would have resulted in the loss of potential R5 Large Lot Residential lots that would otherwise contribute to the local land supply. In this regard, the minimum lot size applicable to the land is 2000m² and the proposed lot sizes were well above the minimum.

In addition, there were concerns that there would be pressure to further subdivide the proposed lots by future property owners. This would be undesirable given the capacity of infrastructure servicing the lots and the potential for an inappropriate subdivision pattern.

In response to these issues, the applicant amended the proposal on 15 June 2016 to a staged development application to subdivide one (1) lot into 13 lots in four (4) separate stages (refer to Attachment 4).

REPORT/PROPOSAL
Stage 1 involves the subdivision of the existing allotment into three (3) lots including provision of an 18 metre wide access handle servicing proposed Lot 2. Proposed Lots 1 and 3 will directly adjoin Moobi Road whilst Lot 2 will be accessed via the access handle. Stage 2 involves the subdivision of Proposed Lot 2 into seven (7) lots, creation of a 2,477m² drainage reserve and dedication of the 18 metre wide access handle as a public road. Stages 3 and 4 involve the subdivision of Proposed Lots 3 and 4 into 3 lots each respectively.

Stages 2, 3 and 4 will be subject to separate development applications in accordance with Section 83B of the Environmental Planning and Assessment Act 1979.
As part of Stage 2, a reticulated stormwater system will need to be installed, together with a drainage reserve and detention basin to collect stormwater flows from the proposed public road. Details of the stormwater system are required to be submitted to Council for approval with the development application for Stage 2. Whilst a conceptual stormwater design was submitted with the current application, there are concerns with the location of the discharge point from the detention basin as raised in the submission from a neighbouring property owner. Rather than discharging stormwater into an energy dissipater on an adjoining property it is recommended that stormwater flows be directed to a natural water course via a drainage easement over neighbouring properties. This would minimise the impacts of run-off on neighbouring properties, including ongoing erosion control and maintenance and would address the concerns raised in the submission.

There is sufficient information provided in the current application to demonstrate that stormwater can be appropriately managed for Stages 1 to 4, however further information including details of an appropriate drainage easement will be required as part of the development application for Stage 2.

Pursuant to Section 83D of the Environmental Planning and Assessment Act 1979, the determination of any future development application in respect of the site cannot be inconsistent with a staged development consent that applies to the land. As such, future subdivision of the lots created in Stage 1 would need to be consistent with the approved staging plan, thus preventing ad hoc and poorly planned subdivisions which are undesirable.

**OPTIONS**

1. That Council approve Development Application No. 48/2016 for the subdivision of one (1) lot into 13 lots in four (4) separate stages (Staged Development) at Lot 1 DP 937898, 106 Moobi Road, Scone, subject to the conditions of consent in Attachment 1.

2. That Council refuse the application stating the reasons for refusal.

**CONSULTATION**

Surrounding properties were notified of the development proposal between 30 June 2016 and 14 July 2016. An advertisement was placed in the Scone Advocate on 30 June 2016. One (1) submission was received. The issues raised in the submission are addressed in the planning assessment report in Attachment 2.

**STRATEGIC LINKS**

a. **Community Strategic Plan 2013+**

The proposed development is consistent with the Key Focus Areas and Aspiration Goals 3 and 5 of the Community Strategic Plan: “(3) Protect the natural and built environment and plan for a sustainable future for our Shire and our planet; (5) Enhance economic and employment opportunities and promote development”.

b. **Delivery Program**

Assessment of the application is in accordance with the Community Strategic Objectives for town planning: “Facilitate and provide for a growing population, including for example, affordable housing, community amenities, health and welfare services”.

c. **Other Plans**

Nil
IMPLICATIONS

a. Policy and Procedural Implications

Nil

b. Financial Implications

Development Application and other relevant fees totalling $561 have been paid by the applicant.

c. Legislative Implications

An assessment of the development application has been undertaken pursuant to Section 79C of the Environmental Planning and Assessment Act 1979 (see Attachment 2).

d. Risk Implications

Council determinations of development applications in relation to local development can be appealed by a third party in the Land and Environment Court in circumstances where incorrect legal process has been applied. In the case of this development application the relevant considerations under the Environmental Planning and Assessment Act 1979 have been made. There is a low risk of any third party legal appeal in relation to this development application.

e. Other Implications

Nil

CONCLUSION

The application has been assessed as satisfactory against Section 79C of the Environmental Planning and Assessment Act 1979, Upper Hunter Local Environmental Plan 2013 and the Upper Hunter Shire Development Control Plan 2015.

The proposal is in keeping with the site context, is an appropriate form of development for the site and is unlikely to result in any significant adverse impacts.

Accordingly, it is recommended that the application be approved subject to appropriate conditions of consent.

RECOMMENDED that Council approve Development Application No. 48/2016 for the subdivision of one (1) lot into 13 lots in four (4) separate stages (Staged Development) at Lot 1 DP 937898, 106 Moobi Road, Scone, subject to the conditions of consent in Attachment 1.

Moved: K Fisher Seconded: L Watts CARRIED

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 11.13AM
DA 48/2016 Recommended Conditions of Consent

**General:**

1. This development consent authorises the carrying out of Stage 1 of the development only. Stages 2, 3 and 4 of the development shall be the subject of separate development applications in accordance with Section 83B of the Environmental Planning and Assessment Act 1979.

   (Reason: Statutory requirement for staged development)

**Identification of approved plans:**

2. The development being carried out in accordance with the development application and the drawings referenced below, except where amended by the following conditions.

<table>
<thead>
<tr>
<th>JOB REFERENCE NO</th>
<th>SHEET NO</th>
<th>REVISION NO</th>
<th>DRAWN BY</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>213232</td>
<td>1, 3-5</td>
<td>-</td>
<td>MM Hyndes Bailey &amp; Co.</td>
<td>7.06.2015</td>
</tr>
<tr>
<td>213232</td>
<td>2</td>
<td>-</td>
<td>MM Hyndes Bailey &amp; Co.</td>
<td>9.06.2015</td>
</tr>
</tbody>
</table>

   (Reason: To ensure that the form of the development undertaken is in accordance with the determination of Council)

**Conditions that must be complied with prior to the issue of any subdivision certificate:**

3. Prior to issuing a Subdivision Certificate for Stage 1 the person acting upon this consent must apply to Upper Hunter Shire Council and receive written confirmation of the allocated street names and addresses (house number) and unit numbers for the building and any approved allotments within the completed project. These are the street names and numbers that will be recorded in Council records and must be displayed at the property in accordance with the provisions of AS/NZS 4819:2003 – Geographic information – Rural and urban addressing.

   To assist Council when applying for street name and number allocations, a draft proposal for street naming and numbering within development should be submitted for concurrence to Council at an early stage of construction, as these numbers will be used to maintain Council’s property and mapping database, and the proposed street names must be formally agreed and adopted by Council.

   (Reason: To ensure that Council records are accurate, and that building and unit numbering complies with the requirements of Council’s House Numbering Policy. Proper building and unit numbering also assists emergency services in readily locating properties.)

4. All easements, rights-of-way, right-of-carriageway, and restrictions-as-to-user as indicated on the plans submitted with the application for a Subdivision Certificate for Stage 1 are to be registered on the title of the relevant lots, together with the following additional easements/rights of way/restrictions, naming Upper Hunter Shire Council as the sole authority empowered to release or modify the same:

   - A positive covenant shall be registered on the titles of Lots 1, 2 and 3 stating that any future development requiring development consent on the land shall be consistent with Development Consent No. 48/2016 unless otherwise approved by Council.

   (Reason: To ensure proper management of land and minimise land use conflict with adjoining agricultural land uses.)
5. Notification of arrangements to connect services and utilities to each LOT shall be provided to the Certifying Authority with the Subdivision Certificate application:-

(a) telecommunication services
(b) electrical reticulation

All adjustments to existing utility services made necessary by the development are to be undertaken by the developer at no cost to Council.

(Reason: To ensure adequate servicing of the development.)

6. A contribution pursuant to the provisions of Section 94 of the EP&A Act 1979 and section 64 of the Local Government Act, 1993 as specified hereunder for the services detailed in column A and, for the amount detailed in column B shall be made to Council.

<table>
<thead>
<tr>
<th>Contribution type (a)</th>
<th>amount per lot (B) ($)</th>
<th>Total (C)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Water</td>
<td>$7,216</td>
<td>$14,432</td>
</tr>
<tr>
<td>Recreation and Community Facilities</td>
<td>$1,101</td>
<td>$2,202</td>
</tr>
<tr>
<td>Cycleway</td>
<td>$616</td>
<td>$1,232</td>
</tr>
<tr>
<td>Total contribution</td>
<td></td>
<td>$17,866</td>
</tr>
</tbody>
</table>

Documentary evidence shall be submitted to the Certifying Authority confirming that the contribution has been paid prior to determination of the application for Subdivision Certificate for each stage of the subdivision, where applicable.

The amount of contributions shall be in accordance with Council’s Fees and Charges at the time of payment.

(Reason: To retain a level of service for the existing population and to provide the same level of service to the population resulting from new development)

7. Prior to the issue of a Subdivision Certificate, sealed access driveways shall be constructed from the edge of bitumen in Moobi Road to each allotment in accordance with Council’s Rural Property Access Design RPA-001.

Note: Approval under Section 138 of the Roads Act 1993 is required prior to the commencement of any works within the road reserve.

(Reason: To facilitate appropriate vehicular access to each allotment)

8. Prior to the issue of a Subdivision Certificate, a reinforced concrete shared pedestrian cycleway shall be provided for the frontage of Lot 3 in accordance with AUSPEC specifications D9 and C271.

The cycleway is to be constructed to suit existing alignment and width (approx. 2.2m) of the cycleway on Moobi Road adjacent to Lot 17 DP1207713 and shall comprise 125 mm depth of 20 MPa concrete, reinforced with F72 mesh, sand bedded on compacted subgrade. Footpath sections are to be made available for inspection by Council immediately prior to concrete pours.

Note: Approval under Section 138 of the Roads Act 1993 is required prior to the commencement of any works within the road reserve.

(Reason: To ensure provision is made for suitable pedestrian access to service the development)
9. Prior to the issue of a Subdivision Certificate separate water service connections to each lot must be provided in accordance with the requirements of the Upper Hunter Shire Infrastructure Services Department. The person acting on this consent shall liaise with Council’s Water and Waste Division regarding the details for all works associated with the water connections. The work shall comply with AS/NZS 3500, *Plumbing and Drainage Standards*, and Council’s Engineering Guidelines for Subdivision and Development. All required works shall be undertaken at full cost to the applicant.

Written documentation from Upper Hunter Shire Council Infrastructure Services Department confirming that the water connections have been completed shall be submitted to, and approved by the Principal Certifying Authority prior to the issue of any Subdivision Certificate.

**Note:** Approval under Section 68 of the Local Government Act 1993 is required prior to carrying out any water supply work including the installation of new connections.

(Reason: To ensure appropriate infrastructure is available so the allotments can be connected to the reticulated water supply.)

10. A Registered Surveyor shall provide certification that all services (e.g. drainage, stormwater, water supply, gas, electricity, telephone) as constructed are contained within each lot or within appropriate easements to accommodate such services. Alternatively, a letter from the relevant supply authorities stating the same may be submitted to satisfy this condition.

(Reason: To ensure adequate servicing of the development.)
COMMITTEE/DELEGATES REPORTS

C.08.1 AUSTRALIA DAY COMMITTEES

RESPONSIBLE OFFICER: Kerri Cone - Manager Community Services
AUTHOR: Amanda Catzikiris - Community Services Officer

RECOMMENDATION

That Council:

1. Endorse the minutes of the Australia Day Committee – Aberdeen & Scone Districts meeting held on 21 July 2016
2. Endorse the minutes of the Australia Day Committee – Murrurundi District meeting held on 15 July 2016.
3. Adopt the draft Guidelines for the Australia Day Award nominations.
4. Appoint Margaret Cooper, Liz Foote and Lorraine Gardiner to the Scone and Aberdeen Committee.
5. Appoint Debbie Eather to the Murrurundi Committee.

BACKGROUND

Three S355 Committees oversee the planning and provision of Australia Day activities in the Scone /Aberdeen Districts, Murrurundi District, and Merriwa District. The Scone/Aberdeen Committee is supported by Cr Lee Watts and Cr Lorna Driscoll, the Murrurundi Committee by Cr Lee Watts and the Merriwa Committee by Cr Deirdre Peebles and Cr Ron Campbell, with Community Services staff working with each Committee. Community members are appointed by Council.

REPORT/PROPOSAL

Members of the Australia Day Committees for all districts have reviewed draft guidelines for nominations for the Australia Day awards following a combined meeting with representatives from each area. These draft Guidelines have now been endorsed by each area and are submitted for Council approval.

Minutes for Scone/Aberdeen Committee and Murrurundi Committee are attached. The Merriwa members reviewed the Guidelines separately and confirmed support of the draft guidelines to their chairperson, Arthur Williams.

Each year the Scone/Aberdeen District Committee encourages past award winners and interested community members to participate in the group. It welcomes and recommend the appointment of Margaret Cooper (2016 Scone Citizen of the Year), Liz Foote (previous award winner) and Lorraine Gardiner (CWA representative) to the Scone/Aberdeen Committee. The Murrurundi Committee would like to recommend the appointment of Ms Debbie Eather (2016 Citizen of the Year), to the Murrurundi Committee.

It is noted that all existing and recently appointed Committee members will be contacted to nominate themselves again when all Council Committees are reset after the September 2016 Local Government Elections.
RESOLVED that Council:

1. Endorse the minutes of the Australia Day Committee – Aberdeen & Scone Districts meeting held on 21 July 2016
2. Endorse the minutes of the Australia Day Committee – Murrurundi District meeting held on 15 July 2016.
3. Adopt the draft Guidelines for the Australia Day Award nominations.
4. Appoint Margaret Cooper, Liz Foote and Lorraine Gardiner to the Scone and Aberdeen Committee.
5. Appoint Debbie Eather to the Murrurundi Committee.

Moved: Cr D Peebles Seconded: Cr K Fisher CARRIED
MINUTES OF THE AUSTRALIA DAY COMMITTEE - SCONE & ABERDEEN DISTRICTS MEETING - THURSDAY 21 JULY 2016 - 4pm

PRESENT: Cr Lee Watts, Mr Errol Bates, Mrs Beryl Bates, Ms Muriel King.

IN ATTENDANCE: Mrs Margaret Cooper, Ms Liz Foote, Ms Lorraine Gardiner, Amanda Catzikiris, Robyn Cox

1. APOLOGIES

RECOMMENDATION
That the apologies received from Mr Graham Hook, Cr Driscoll, Kerri Cone be accepted.
Moved: Mr E. Bates Seconded: Mrs B. Bates CARRIED

2. DISCLOSURE OF INTEREST
Nil.

3. PREVIOUS MINUTES

RECOMMENDATION
That the minutes of the Australia Day Committee - Scone & Aberdeen Districts Meeting held on 28 April 2016, as circulated, be taken as read and confirmed as a correct record.
Moved: Ms M. King Seconded: Cr Watts CARRIED

4. BUSINESS ARISING FROM PREVIOUS MINUTES
Nil.

5. AGENDA ITEMS

a. ADScA.07.2 Draft Guidelines for Nominations

PURPOSE
To provide draft guidelines for consideration.

The Committee discussed the main points in the guidelines and are keen to implement them for the upcoming nominations.

RECOMMENDATION
That the Committee endorse the draft guidelines for recommendation to Council.
Moved: Ms M. King Seconded: Cr Watts CARRIED

b. New Membership – Members welcomed Margaret Cooper, Liz Foote and Lorraine Gardiner and invited them to join the Committee.

RECOMMENDATION
That Margaret Cooper, Liz Foote and Lorraine Gardiner be appointed to the Australia Day Committee – Scone & Aberdeen Districts.
6. **ACTION SHEET**

7. **CORRESPONDENCE**

   a. Aberdeen RSL & Citizens’ Club Ltd

8. **GENERAL BUSINESS**

   a. Aberdeen RSL & Citizens’ Club Ltd – invitation to the Australia Day Committee to visit the upgraded facilities at the Club with a possibility of hosting the Australia Day celebrations on a rotating basis with the Aberdeen Sports and Recreation Club. A letter is to be written to the RSL Club to provide more details about how they propose to run the Australia Day activities and the associated costs. Further discussion is required with the Committee Members representing Aberdeen community. No changes are being considered for the Aberdeen venue for the next Australia Day function.

   b. Venues for Australia Day 2017 – celebrations will continue at the Scone Administration Centre and the Aberdeen Sports and Recreation Club. Bookings to be confirmed.

   c. Guidelines for Committee Members and Conflict of Interest – there was a discussion regarding Australia day nominations and decision making for each award, to inform the new committee members of the expectations of their role.

   d. Australia Day Award Nominations – the nomination forms will be updated by the Communications Team. Promotion for the awards will begin with the next six weeks. A meeting will be held in late November to assess the nominations. Further details will be provided to all committee members.

9. **NEXT MEETING**

To be confirmed.

*The meeting was declared closed at 4.45pm.*
PRESENT: Mr Cameron Smith (Chairman), Mrs Bronnie Johnson, Mrs Carmel Hughes, Mrs Carolyn Farrow, Mr Ray Shoobert, Mr Marty Wilson, Mrs Robyn Orman.

IN ATTENDANCE: Ms Debbie Eather, Mrs Heather Ranclaud (minutes)

1. APOLOGIES

RECOMMENDATION

That the apologies received from Cr Lee Watts, Mrs Gwen Alchin, be accepted.

2. DISCLOSURE OF INTEREST

3. PREVIOUS MINUTES

RECOMMENDATION

That the minutes of the Australia Day Working Party - Murrurundi District Meeting held on 1 February 2016, as circulated, be taken as read and confirmed as a correct record.

Moved: Mrs Carolyn Farrow Seconded: Mrs Robyn Orman carried

4. BUSINESS ARISING FROM PREVIOUS MINUTES

5. AGENDA ITEMS

5.1 Draft Guidelines for Awards-

Note: members agreed that a vote of thanks be given to Mrs Carmel Hughes and Mr Ray Shoobert for attending the combined meeting in Scone to develop the draft guidelines.

The draft guidelines as circulated were discussed.

Recommendation: that the guidelines be adopted.
Moved: Mr Cameron Smith Seconded: Mr Marty Wilson carried

Note: the Chairman requested a copy of the minutes of the combined meeting.

6. ACTION SHEET

<table>
<thead>
<tr>
<th>Task</th>
<th>Responsibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>Seek Sponsorship</td>
<td>Working Party Chairman</td>
</tr>
<tr>
<td>Obtain quotes for Pig Racing</td>
<td>Community Services Officer</td>
</tr>
<tr>
<td>Notice in the Links</td>
<td>Community Services Officer</td>
</tr>
</tbody>
</table>
7. CORRESPONDENCE - Nil

8. GENERAL BUSINESS

8.1 Committee membership: Members agreed that Ms Debbie Eather, 2016 Citizen of the Year should join the Working Party.

Recommendation: That Ms Debbie Eather becomes a member of the Working Party.

8.2 Program for 2017: Members discussed the program for 2017 which will be agreed at the September meeting.
Points included:
Murrurundi would prefer our own Ambassador
Need more parade entries
Advertise in the August Links and Facebook
Target schools and Youth Centre in November
How to keep people at the Oval during the day
Free opening of the pool can clash with Working Party events
Sponsorship for events such as best dressed dog and other categories
Consider new events such as pig racing or dog lotto- obtain quotes for these events.
Suggest the order can be Parade, Awards, Games, Pool, Cricket.

9. NEXT MEETING
The next meeting will be held at 5.30pm on 5 September 2016

The meeting was declared closed at 3pm.
DRAFT UPPER HUNTER SHIRE & DISTRICT
AUSTRALIA DAY AWARD GUIDELINES 2016

These guidelines have been developed to assist Australia Day Committees in Upper Hunter Shire Council to follow consistent procedures across our Shire, whilst providing local enhancements particular to each area.

1. INTRODUCTION

Upper Hunter Shire Australia Day Awards recognise and celebrate those community members who have a consistent record of excellence, who have made outstanding achievements in their field, and have contributed in a significant way to the community.

2. AWARD CATEGORIES

The following core Awards will be considered by each Committee:

Citizen of the Year awarded to a resident, either individual or couple (husband and wife), who is an inspirational role model and have made a significant contribution to the community in either a paid or unpaid capacity.

Young Citizen of the Year awarded to a resident under the age of 25 (as at 26 January) who is an inspirational role model and has made a significant contribution to the community.

Achiever of the Year awarded to a resident of each district who is an inspirational achiever in sport, cultural, environmental, professional or other significant activity.

Young Achiever of the Year awarded to a resident of each district who is an inspirational achiever under the age of 25 (as at 26 January) in any sport, culture, environment, school or other significant activity.

3. OTHER AWARD CATEGORIES

3a. Advertised Categories

Community Group of the Year awarded to a group or team within each district that has made an outstanding beneficial contribution to the community. This may include staging a noteworthy event in the community, an outstanding sporting achievement by a team, or enhancing community spirit and pride through providing opportunities for participation and co-operation.

Sustainability in Business awarded to a business within the Merriwa district which is an inspirational role model in demonstrating best practice. This includes agricultural, manufacturing, financial, retail and all other types of business.

Environmental Achievement awarded to a resident/s within the Merriwa district who is an inspirational role model in protecting and enhancing the environment.
3b. Non Advertised “Special” Area Awards

Australia Day award certificates may also be presented according to an area of excellence identified on the nomination form, such as; Agriculture, Arts/Cultural/Entertainment, Business/Industry, Community, Education, Environment, Health & Wellbeing, Sports & Fitness or other significant area.

4. EVIDENCE TO SUPPORT NOMINATION

a) All nomination information and material will become the property of the Upper Hunter Shire Council and will be protected in accordance with Council’s privacy policy.

b) The Australia Day Committees will judge nominations based on the information that is provided on the form. There is a minimum limit of twenty five (25) words and a maximum limit of two (2) A4 pages. Information should include examples which support your statements.

c) Staff will develop information for publicity, media and Australia Day Programs based on the information supplied by the Nominator. Where insufficient information is provided, Staff may contact the nominee or nominator to clarify or seek further information, once the Award decisions are made.

5. LACK OF NOMINATIONS

In the event of no nominations being received for an award, nominations from the previous year will be considered subject to approval of the nominees.

6. LATE NOMINATIONS

Late nominations will not be considered.

7. CLOSING DATE AND EXTENSIONS OF DATE

a) The closing date and time will be set by the Scone/ Aberdeen Committee for all nominations, in line with the need to provide reports to the Upper Hunter Shire Council December meeting where recommendations are accepted from area Committees.

b) The General Manager will make the final decision if the date for nominations is to be extended by one week, following a request from at least 2 committees/or Council Community Service Workers. Details of the extension timeframe will be placed on the Council website.

8. NOMINATIONS MAY BE VALID FOR 2 YEARS

At the discretion of the Australia Day Committees, a nomination will remain valid for a two (2) year period if age and information still meets the criteria for the award.
9. ELIGIBLE NOMINATIONS

a) The Nominee must be a resident of the Upper Hunter Shire during the year preceding the Award.

b) Nominations must be received by the due date advertised unless an extension of time has been advised on Council's website.

c) Nominations will be signed by the nominator with their contact details completed.

d) Nominees must be Australian citizens.

e) Nominees achievements must relate to contributions to the Upper Hunter Shire.

f) Groups of people are eligible to be nominated on the same nomination form, by attaching a list of the names of the persons in the group.

g) Members of Parliament State or Federal and current Councillors are not eligible to be nominated.

h) The awards are presented for the year in which the awards are made (eg for an award made in January 2016 the awardee will be known as the Citizen of the Year 2016).

i) Anonymous nominations will not be accepted.

j) Self-nominations will not be accepted.

k) Nominations by close relatives eg Mother, Father, Grandparents, sisters and brothers of the recipient will not be accepted

l) Nomination for a core award cannot be made posthumously.

m) Nominee achievements and contributions to the community may be in a paid or unpaid capacity. In the instance of a paid role, the nominee must also demonstrate a high level of commitment to their community in a volunteer role.

n) Nominations that contain less than 25 words of supporting information will not be accepted, as noted on the nomination form.

10. SELECTION OF OVERALL WINNERS

a) Upper Hunter Shire Citizen of the Year and Young Citizen of the Year will be selected and awarded by Council from the winners of these categories for each district.

b) District Australia Day committees will determine the district awards for recommendation to Council.

c) The determinations of the district committees and Council for award recipients will be final, with no appeal provisions.

d) The final decision for which category a nominee will be placed in, is the responsibility of the committee and Council. If the category is changed, the nominator will be informed as soon as practicable.

e) A major award can be awarded to an individual or couple (husband and wife).

f) Posthumous awards will not be permitted for the main award categories.
11. FORMAT OF NOMINATION FORM
a) The nomination form will be a bi-fold page design, with the award categories on the front, nominee details in the centre and guidelines on the back page.
b) A yes / no tick box will be included in the Young Endeavour nomination form, to give permission to include the nominee as an Australia Day award nominee.

12. NOTIFICATION
a) Nominees will be notified of their nomination following the close of nominations.
b) If a nominee’s category for nomination has been changed the nominator will be informed.
c) Where a nomination is disqualified the nominator will be informed in writing, indicating the reason after the judging has been completed.

13. NOTIFICATION OF AWARDS
a) Award recipients will be announced at the appropriate Australia Day ceremony according to area.
b) A strictly embargoed list of Award recipients and their information will be released to media before the Australia Day ceremony.
c) Mrs Ursula McLoughlin will be provided with details of the Hunter McLoughlin Memorial Citizenship Award recipient, prior to Australia Day to allow her some background on the person.

14. DISTRIBUTION OF NOMINATION FORMS
The nomination forms will be included with rate notices where practical.

15. NOMINATORS
Nominations may be proposed by an individual person or a group being a club, sporting organisation, business, school or community group.

16. CONSENT OF NOMINEES
A yes / no tick box will be included in the Australia Day Nomination Form to indicate that the nominator has obtained the nominee’s consent to lodge the nomination.

17. AWARDING OF THE SAME AWARD MORE THAN ONCE
No nominee will receive the same core award a second time, but can be nominated for and receive a different award.
18. COMMITTEE MEMBERSHIP

Past Citizen and Young Citizen Award winners will be invited to join the Australia Day Committee in their area.

19. AWARD CEREMONIES

a) Nominees will be invited to and encouraged to attend their district Australia Day ceremonies in Aberdeen, Merriwa, Murrurundi or Scone where district awards will be presented. The Shire awards will be announced and/or presented at all ceremonies, where the timing is appropriate.

b) Nominees can attend the Ceremony of their choice for the presentation of School achievement awards.

20. COMPLAINTS AND DISPUTES

All complaints or disputes should be directed to the General Manager, Upper Hunter Shire Council.

21. LODGING THE NOMINATION

Nominations should be submitted to any of Council’s offices in Merriwa, Murrurundi or Scone, or posted to Upper Hunter Shire Council, PO Box 208, Scone NSW 2337, and clearly marked ‘CONFIDENTIAL – Australia Day Award’.

Nominations will also be accepted online through Council’s website.
C.08.2  SCON & UPPER HUNTER REGIONAL SALEYARDS

RESPONSIBLE OFFICER:  Steve Pryor - Director Corporate & Community Services

AUTHOR:  Joanne McLoughlin - Property & Business Coordinator

RECOMMENDATION

That Council:

1. Endorse the minutes of the Scone & Upper Hunter Regional Saleyards Committee meeting held on 4 August 2016.

2. Accept the resignation from the Committee by Mr. Errol Bates

3. Send a letter of thanks to Mr. Errol Bates for his service to the Scone & Upper Hunter Regional Saleyards Committee.

BACKGROUND

Committee provides recommendations to Council in relation to the management and performance of the Scone Regional Livestock Selling Centre.

REPORT/PROPOSAL

An operational report was presented to the committee. There were no significant issues reported to or coming from the committee at this meeting. WH&S activities are continuing along with inductions as required.

Mr. Bates advised that he would be resigning from the Committee and wished Council and the Committee all the best for the future. Cr Collision thanked Mr. Bates for all his years of service.

ATTACHMENTS

1  Scone & Upper Hunter Regional Saleyards - 4 August 2016 - Minutes

RESOLVED that Council:

1. Endorse the minutes of the Scone & Upper Hunter Regional Saleyards Committee meeting held on 4 August 2016.

2. Accept the resignation from the Committee by Mr Errol Bates

3. Send a letter of thanks to Mr. Errol Bates for his service to the Scone & Upper Hunter Regional Saleyards Committee.

Moved:  Cr M Collison  Seconded:  Cr R Campbell  CARRIED
MINUTES OF THE SCONE & UPPER HUNTER REGIONAL
SALEYARDS MEETING - THURSDAY 4 AUGUST 2016 - 3pm

PRESENT: Cr M Collison, Cr W Bedggood, Mr D Taylor, Mr P Townsend, Mr K Knight, Mr E Bates, Mr A Watts

IN ATTENDANCE: Mr L Wall, Mrs J McLoughlin

1. APOLOGIES

RECOMMENDATION
That the apologies received from Cr R Campbell and Ms J Bennett be accepted.
Moved: Mr A Watts  Seconded: Mr K Knight  Carried

2. DISCLOSURE OF INTEREST

Nil

3. PREVIOUS MINUTES

RECOMMENDATION
That the minutes of the Scone & Upper Hunter Regional Saleyards Meeting held on 5 May 2016, as circulated, be taken as read and confirmed as a correct record.
Moved: Mr E Bates  Seconded: Mr P Townsend  Carried

RECOMMENDATION
That the minutes of the Scone & Upper Hunter Regional Saleyards Meeting held on 14 July 2016, as circulated, be taken as read and confirmed as a correct record.
Moved: Mr K Knight  Seconded: Mr P Townsend  Carried

4. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

5. AGENDA ITEMS

SUHRS.08.1  Saleyards Business Report

PURPOSE

The purpose of this report is to provide the committee with details relating to the operational management of the Saleyards, including WHS, current projects, financial and performance management.

Cr Collison advised that this would be the last meeting in this term of council and thanked the Committee for all their effort over the last four (4) years.

The Committee requested to find out what the balance of the improvement loan was and how many more years was left to repay it.
Discussions were held with respects to the upcoming truck wash grant. The Committee agreed that funding should be applied for to upgrade the truck wash sump, install flocking system into the ponds and to install a livestock truck effluent tank dump pit.

The Committee agreed that Kancool Pet Foods and representatives from the agents should be placed on the firearms license.

The Committee agreed that the Committee for the new term of Council should include 2 producers, 2 agents, 2 transport operators and an animal welfare representative. A review of the Councillors should occur to determine if there needs to be remain at three or be reduced to two.

**RECOMMENDATION**

That the Committee receives the information and notes the report.

6. **ACTION SHEET**

<table>
<thead>
<tr>
<th>Item</th>
<th>Outstanding Since</th>
<th>Details</th>
<th>Responsible Officer/s</th>
<th>Expected Completion Date</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>36</td>
<td>05-08-2015</td>
<td>Obtain National Saleyards Assurance Accreditation</td>
<td>J McLoughlin</td>
<td>31-03-2017</td>
<td>In progress</td>
</tr>
<tr>
<td>41</td>
<td>06-11-2015</td>
<td>Develop process and fee rules for the Overnight Usage fee. (Consider changing words from Overnight to Usage fee). Need to include tracking and traceability issues for disease management, throughput tracking for EPA and ALMA and feeding records</td>
<td>J McLoughlin</td>
<td>31-03-2017</td>
<td>In progress</td>
</tr>
<tr>
<td>48</td>
<td>05-05-2016</td>
<td>Saleyard employees to attend Low Stress Handling Course</td>
<td>J McLoughlin</td>
<td>31-12-2016</td>
<td></td>
</tr>
<tr>
<td>50</td>
<td>04-08-2016</td>
<td>Report to Committee on the balance of the improvement loan and how many years left to pay it out</td>
<td>J McLoughlin</td>
<td>30-11-2016</td>
<td></td>
</tr>
<tr>
<td>51</td>
<td>04-08-2016</td>
<td>Submit application to the Improving Truck Wash Grant for funding to upgrade the sump, install flocking system to dams and to construct a dump station for trucks</td>
<td>J McLoughlin</td>
<td>15-09-2016</td>
<td></td>
</tr>
<tr>
<td>52</td>
<td>04-08-2016</td>
<td>Organise the approval of Kancool Pet Foods and some of the agents on the firearms license</td>
<td>J McLoughlin</td>
<td>30-11-2016</td>
<td></td>
</tr>
<tr>
<td>53</td>
<td>04-08-2016</td>
<td>Issues expression of interest for new committee members</td>
<td>J McLoughlin</td>
<td>15-09-2016</td>
<td></td>
</tr>
</tbody>
</table>
7. **CORRESPONDENCE** - Nil

8. **GENERAL BUSINESS**

Mr Bates advised that this will be his last meeting and acknowledged the Council staff that he has worked with and the saleyards managers and wished Council and the Committee all the best for the future.

Cr Collison thanked Mr Bates for all his efforts on the Committee and wished him well.

Mr Knight thanked Mr Wall for all his efforts at the yards over the last 12 months.

Mr Watts thanked Mr Bates for all his years of service as a Committee member.

9. **NEXT MEETING**

To be determined after the local government election.

*The meeting was declared closed at 4.35pm.*
C.08.3    MERRIWA AGED HOSTEL COMMITTEE

RESPONSIBLE OFFICER: Steve Pryor - Director Corporate & Community Services

AUTHOR: Kerri Cone - Manager Community Services

RECOMMENDATION

That Council:

1. Endorse the minutes of the Merriwa Aged Hostel Committee meetings held on 6th June and 8th August 2016.
2. Maintain 100% restriction on the value held of residents accommodation bonds (pre 1 July 2014) and Resident Accommodation Deposits (post 1 July 2014) to ensure that funds are available to repay when they fall due.
3. Note that the level of the amounts held will form part of Council’s investments in accordance with the controls and restrictions placed on Council’s investments.

BACKGROUND

The Merriwa Aged Hostel Committee provides advice and recommendations to Council in relation to the provision of a 16 bed low care aged facility in Merriwa.

The Committee meets every two months looking at the operational and financial aspects of the facility. Minutes of the Merriwa Aged Hostel Committee Meetings are included as attachment 1 and 2

REPORT/PROPOSAL

The Minutes note operational matters that have been and are being undertaken by Hostel staff.

The Committee endorsed notes from the meeting of 6th June 2016 in regard to the Liquidity Statement which Council is required to update annually regarding Accommodation Bonds recommending that:

1. Council maintain 100% restriction on the value held of residents accommodation bonds (Pre 1 July 2014) and Resident Accommodation Deposits (post 1 July 2014) to ensure that funds are available to repay when they fall due. In determining this level, consideration has been given to the understanding that this will be reviewed annually.
2. The level of the amounts held will form part of Council’s investments in accordance with the controls and restrictions placed on Council’s investments.

The members also noted that the current financial position of the Hostel was positive.

The Committee also discussed the need to obtain a grant for a for a feasibility study for planning of future developments at the Hostel.

ATTACHMENTS

1 Merriwa Aged Hostel Committee - 8 August 2016 - Minutes
2 Merriwa Aged Hostel Committee - 6th June 2016 - Minutes
RESOLVED that Council:

1. Endorse the minutes of the Merriwa Aged Hostel Committee meetings held on 6th June and 8th August 2016.
2. Maintain 100% restriction on the value held of residents accommodation bonds (pre 1 July 2014) and Resident Accommodation Deposits (post 1 July 2014) to ensure that funds are available to repay when they fall due.
3. Note that the level of the amounts held will form part of Council’s investments in accordance with the controls and restrictions placed on Council’s investments.

Moved: Cr K Fisher    Seconded: Cr R Campbell    CARRIED
MINUTES OF THE MERRIWA AGED HOSTEL COMMITTEE
MEETING OF THE UPPER HUNTER SHIRE COUNCIL HELD ON
MONDAY 8 AUGUST 2016 IN THE GUMMUN HOSTEL
COMMENCING AT 3.30pm

PRESENT: Deirdre Peebles, Margaret Witney, Barry Ghersi, Ross
Bishop and Maree Goodear

IN ATTENDANCE: Steve Pryor, Tash Taaffe, Julie Wilton, Suzanne Duggan,
Kerri Cone

1. APOLOGIES

RECOMMENDATION
That the apologies received from Jan Cronin, Ron Campbell and Rose Witney be accepted.
Moved: M. Goodear Seconded: B.Ghersi CARRIED

2. DISCLOSURE OF INTEREST - nil

3. PREVIOUS MINUTES

RECOMMENDATION
That the minutes of the Merriwa Aged Hostel Committee Meeting held on 6 June 2016, as
circulated, be taken as read and confirmed as a correct record.
Moved: R. Bishop Seconded: M. Witney CARRIED

4. BUSINESS ARISING FROM PREVIOUS MINUTES- nil

5. AGENDA ITEMS

Hostel Supervisors Report – Suzanne Duggan. A new resident moved into the Hostel last
month, so the hostel is now fully occupied. The Hostel received two respite enquiries. As no
respite beds currently available, Sue referred them onto the Merriwa Multipurpose Service.
Residents have been busy with activities, sing-a-longs and numerous jigsaw puzzles. A very
well received ‘Christmas in July’ luncheon was held on the 29th July attracting 50 participants
including residents. Preventative maintenance was carried out on all the beds and lift chairs.
The Hostel successfully applied for uninterrupted electricity supply during scheduled
blackouts. Residents had the opportunity to attend a dental clinic in July with 70% of
residents attending and receiving treatment on the day. All staff completed infection control
training in July. WHS – one fall from a walker was reported in June, nil falls in July. Accidents
and incidents – one incident - a resident with Dementia locked themselves out of their room
in the evening, but was able to go around to the front of the hostel and let themselves back
in. A sensor will be affixed to the residents door that will now alert staff if the resident exits
the building. Hazards – the dryer in laundry came off the bracket, now fixed. Infections -1 in
June, 2 in July. Medication incidents –1 medication incident - wrong medication in Webster.
The Webster was returned to the pharmacy and rectified. Four staff attended a behaviours
training workshop in Muswellbrook last month that was very informative.

Fire drills – Ross asked if the fire drills and evacuation procedures had been reviewed with
residents as discussed at last meeting. Sue said yes, all residents including the new
residents, had participated in a fire drill last month. Upper Hunter Fire Protection is scheduled
to do another alarm check and Sue will schedule another fire drill with residents at this time.
Activities – Kerri Cone suggested taking a photo of the residents with their completed jigsaw for inclusion in the Gummun newsletter or Ringer.

Moved: R. Bishop Seconded: M. Witney CARRIED

Treasurers Report – Slightly behind in income due to a short term vacancy in July. Within expenditure limits, although slightly up on meals (a timing issue). Electricity will be changed over from Energy Australia to Origin Energy. My Vitals report shows normal reporting, with hostel on track over all. A draft Financial Report for Gummun Aged Hostel Committee will be distributed along with the audit report to the Committee at the next meeting. Overall the Hostel’s financial year was very reasonable.

Electricity – Ross asked why the electricity carrier was changed. Council is changing over to Origin, as their quotation was more competitive than Energy Australia.

Moved: M.Goodear Seconded: B. Ghersi CARRIED

6. ACTION SHEET- nil

7. CORRESPONDENCE – IN - Community Building Partnership Application receipt of application email received on the 21 July for the Gummun Place Outdoor Activity Multipurpose Facility: No. CBP16 - 2319

8. GENERAL BUSINESS
Feasibility Study – Still looking for grants of $30,000 -$40,000 to initiate a feasibility study for further expansion of the Hostel.

Merriwa Aged Hostel Committee Constitution – The committee to review the Constitution, last amended in 2004, and bring any changes or suggestions to the next meeting.

Merriwa Campdraft Fundraiser– Hostel has secured catering for October 1st and 2nd (long weekend). Need volunteers on the day and people to prepare (in advance) Saturday evening meals. Hours will be 6.30am to 8.30pm Saturday (includes dinner); Sunday 6.30am to 4.30pm.

Awards – Tash to work with Sue over next week and prepare an entry for the Hostel into the Awards Australia – for Prime Super Employer Excellence in Aged Care Award.

Market Day – Julie asked Committee if keen to run event next year. Yes, they would like to continue with it. The proposed date is 11 March 2017.

Exercise – Julie asked if there was any funding for exercise classes. (Eg Jodie Inder is a qualified sports physiologist, worked in rehabilitation and in Merriwa once a week.) Sue said we may be able to get funding for this via ACFI (Aged Cared Funding Instrument) as a program for individual residents or a group program. Julie to source a quote from Jodie for services.

Gardens – Margaret would like to see more upkeep of the gardens. Steve said it was fine for families of residents/volunteers to hold a working bee in the gardens. Volunteers will need to register with Sue before commencing any activities. Steve will also put a works request into Parks and Gardens.

NEXT MEETING Next meeting Monday 10th October at 3.30pm at the Hostel

The meeting was declared closed at 4.35pm
PRESENT: Ross Bishop, Margaret Witney

IN ATTENDANCE: Steve Pryor, Tash Taaffe, Julie Wilton, Janine Coombes

1. APOLOGIES

RECOMMENDATION
That the apologies received from Cr Deirdre Peebles, Jan Cronin and Rose Witney be accepted.
Moved: R. Bishop               Seconded: M. Witney                                                    CARRIED

2. DISCLOSURE OF INTEREST
Nil

3. PREVIOUS MINUTES

RECOMMENDATION
That the minutes of the Merriwa Aged Hostel Committee Meeting held on 18 April 2016, as circulated, be taken as read and confirmed as a correct record.
Moved: R. Bishop           Seconded: M. Witney                                                    CARRIED

4. BUSINESS ARISING FROM PREVIOUS MINUTES

4(a) Floor coverings – Completed and functioning well.

4(b) Shed - A copy of the 2015 Community Building Partnership shed grant is attached to these minutes for the Committee to review before the next meeting.

4. AGENDA ITEMS

5 (a) Treasurers Report – Steve reported one vacancy two weeks ago. Sue will follow up waiting list upon her return from annual leave. The vacancy will have an impact on overall income for the period. Donations are up at the moment. Employee costs are slightly under. Water usage costs are almost double what was budgeted for possibly due to dry summer, water leak near driveway and the resident who repetitively watered plants. Still waiting on new freezer. The carpets have now been installed.
Moved: R. Bishop              Seconded: M. Witney                                                                 CARRIED

5 (b) Hostel Supervisors Report – Prepared by Suzanne Duggan, presented by Janine Coombes. Very sorry to lose two long term residents this month, Mrs Sylvia Cottle and Mrs Beryl Wake. One room was filled by Mrs Margaret Witney, second room now vacant. A new reverse cycle air con was installed in unit 16. Staff to ensure Chubb security tags to be carried at all times on night shift after two instances of intruders/loiterers after dark.
Moved: M. Witney            Seconded: R. Bishop                                                      CARRIED

6. ACTION SHEET
Nil
7. **CORRESPONDENCE**

Gummun Place Food Licence certification was received in May after the kitchen was successfully audited earlier this year.

8. **GENERAL BUSINESS**

Feasibility Study – $30,000 - $40,000 in grant funds are required to complete a Feasibility Study regarding future development of the hostel. As requested by the Committee, Tash prepared a media release featuring statements from Dr Jawaad and resident Greg Cook to raise public awareness about aged care needs in Merriwa. The General Manager requested this media release be held over until after local government elections. It was agreed this item be discussed further at the next meeting.

Bus – Julie advised residents will be participating in this weekend’s Festival of the Fleeces parade on the community bus. The bus will be decorated. Julie needs a bus driver for Saturday.

Liquidity Statement – Each year Council are required to update the Liquidity statement regarding Accommodation Bonds. The following recommendation will be made to Council on the 9 June 2015:

**Recommendation**

That:

1. Council maintain 100% restriction on the value held of residents accommodation bonds (Pre 1 July 2014) and Resident Accommodation Deposits (post 1 July 2014) to ensure that funds are available to repay when they fall due. In determining this level, consideration has been given to the understanding that this will be reviewed annually.

2. The level of the amounts held will form part of Council’s investments in accordance with the controls and restrictions placed on Council’s investments.

Security – There have been two instances of members of the public banging on doors and loitering around the hostel at night recently. Council will install security cameras and signs to indicate there are cameras operating to deter future occurrences. Council will also install block out blinds in some rooms to improve privacy.

Emergency Evacuation – New resident Margaret Witney queried what the procedure was in case of a fire. Julie and Janine advised a fire drill was scheduled to be performed in coming weeks. Ross asked staff to review frequency of fire/emergency drills to ensure new residents and residents with dementia (who may forget drill information) are kept informed.

Agenda – Add contact phone number/email (ie. Tash Taaffe / Kerri Cone) on future Agendas to make it easier for committee to contact staff regarding apologies etc.

NAIDOC WEEK – Tash advised residents will receive a visit from Dolly Jerome, a Kamilaroi elder, on 19 or 20 July as part of NAIDOC week celebrations. Last year Dolly did a basket weaving workshop with residents that was very well received. Council received a grant to host several NAIDOC week activities across the shire.

9. **NEXT MEETING**

*The meeting was declared closed at 4.10pm.*

Next meeting **Monday 8th August at 3.30pm** at the Hostel.
COMMUNITY SERVICES COMMITTEE

RESPONSIBLE OFFICER: Kerri Cone - Manager Community Services

AUTHOR: Heather Ranclaud - Community Services Officer - Murrurundi

RECOMMENDATION

That Council:

1. Endorse the minutes of the Community Services Committee meeting held on Tuesday 9 August 2016.
2. Undertake a review of the Young Endeavour Program.

BACKGROUND

The Community Services Committee is a Section 355 Committee of Council, responsible for developing a suite of plans and strategies including Crime Prevention, Ageing, Youth, and the Cultural Plan.

REPORT/PROPOSAL

At the meeting, there was discussion about the Young Endeavour Scheme, the cost of participating annually and some challenges such as clash of dates with school student’s commitments. It was suggested that participation every second year could be an option in the future. Members agreed that young people are to be engaged to provide ideas for an alternating option to the Young Endeavour Scheme, to assist with considerations should Council approve such a change. A report will be prepared for consideration, and recommendation by the Community Services Committee.

Updates were also provided on Youth Services, Children’s Services and progress in developing the Cultural Plan.

ATTACHMENTS

1. Community Services Committee - 9 August 2016 - Minutes

RESOLVED that Council:

1. Endorse the minutes of the Community Services Committee meeting held on Tuesday 9 August 2016.
2. Engage young people to provide ideas for leadership programs separate to the Young Endeavour Program.

Moved: Cr L Driscoll   Seconded: Cr D Peebles   CARRIED
MINUTES OF THE COMMUNITY SERVICES COMMITTEE MEETING
- TUESDAY 9 AUGUST 2016 – 4.06pm

PRESENT: Cr Lee Watts (Chairperson), Cr Lorna Driscoll, Mr John Driscoll, Mrs Beryl Bates, Mrs Carol Ray, Mrs Debbie Camps and Miss Charlotte Heaton.

IN ATTENDANCE: Mrs Kerri Cone, Mrs Amanda Catzikiris, Ms Kim Hartmann, Ms Mary Spora and Mrs Heather Ranclaud (minutes).

1. APOLOGIES

RESOLVED that the apologies received from Mrs Caroline Hayes, Ms Susan McClure, Mrs Marie Laurie, Mrs Rebecca Eveleigh, Insp Guy Guiana and Mrs Tash Taaffe be accepted.

Moved: Mrs C Ray    Seconded: Mrs B Bates   CARRIED

2. DISCLOSURE OF INTEREST

Nil

3. PREVIOUS MINUTES

RESOLVED that the minutes of the Community Services Committee Meeting held on 14 June 2016, as circulated, be taken as read and confirmed as a correct record.

Moved: Mrs C Ray    Seconded: Mrs D Camps   CARRIED

4. BUSINESS ARISING FROM PREVIOUS MINUTES

4.1 Odour near the meatworks - at the June meeting, concerns were raised about odour in the vicinity of the meatworks. Members were advised that EPA are aware of the issue.

4.2 Smoke Free Areas - at the June meeting members were advised the Tamworth has areas of the CBD which are smoke free. This program was Highly Commended at the recent Heart Foundation local government awards.

4.3 DIAP Sub-committee - Mrs Kerri Cone reported that an invitation has been extended to staff members to join the sub-committee. Advertisements for members will commence in the near future.

4.4 Committee membership - the Chair welcomed Mrs Debbie Camps to the Committee.

4.5 NAIDOC Week update - members were advised that the Scone events were well attended. Merriwa and Murrurundi events were postponed due to the presenter falling ill. Events will be held on 15 and 16 September.
5. **AGENDA ITEMS**

5.1 **Youth Services Report** - Mary Spora spoke to her written report.

**YOUTH CENTRES**
The UHSC Youth Centres have all been operating on a regular basis with numbers growing at all centres.

Policies and Procedures: Policies are being updated to include the new counselling component of EIPP work plus some worker safety issues.

Murrurundi – Attendance was 134 for June with similar numbers reported for July. The cooking skills group is progressing well.

Scone – Attendance 211 for June and strong for July with 30 young people at the last 2 youth centre evenings. Brooke Martin is undertaking Higher Duties at the centre as the Youth Worker - Scone.

Merriwa – Attendance of 73 for June with July being difficult as young people were reluctant to commit to holiday events.

**YOUNG ENDEAVOUR SCHEME (YES)**
Nominations are now open for the 2017 journey, which will be in March. This will allow us to attend the Sydney to Sydney voyage.

I would like to open up alternative leadership ideas for discussion. There has been thought that we could have a biannual Young Endeavour program and combine this in the off years with another leadership program which targets a different group of young people and offers a more individual and talent or strength based program.

**YOUTH COUNCIL**
Charlotte Heaton provided an update from the Youth Council:
There will be an all schools social in Term 4
The holiday sports day held in the last school holidays was moved indoors due to wet weather.

Another Holiday Sports Day is planned for September.

**Note:** thanks to Nicky Western for assistance with the event.

**RECOMMENDATION to Council:**
That young people are engaged to provide ideas for an alternating option to the Young Endeavour Scheme.

Moved: Mrs B Bates Seconded: Mr J Driscoll CARRIED

RESOLVED that the Youth Services Report be noted.

Moved: Mrs L Driscoll Seconded: Mrs D Camps CARRIED

5.2 **Children's Services Report** - Kim Hartmann advised:

- Numbers are increasing with strong demand for care.
- ELC is at almost 99%.
- University researchers are looking at levels of physical activity.
SOOSH was involved in NAIDOC Week events.
Transition to School was very successful with 90 attending. Very positive feedback from schools and strong support for an annual event.
FDC nominations for “Excellence in FCS Awards” 3rd year running.
5 Carers have also been nominated.
A new carer is expected to commence in Murrurundi.

RESOLVED that the Children’s Services Report be adopted.

Moved: Mrs L Driscoll    Seconded: Mrs D Camps    CARRIED

5.3 Safety Precinct Report- held over. Inspector Guy Guiana, who apologised for not attending the meeting, did advise Council staff that there have been no spikes in crime rates. Council staff also advised that a joint application from Hunter Councils Community Development and Social Planning team will be submitted to the Justice and Attorney General’s Department. The target offence will be steal from motor vehicle.

5.4 Cultural Planning Report- Tash Taaffe’s previously circulated report was discussed.

Cultural Planning facilitators Jenny Brown and Dr Ann Finegan conducted 3 workshops in Merriwa, Scone and Murrurundi on the 26 and 27 July which were all very well attended by over 40 people representing a wide cross section of the arts community.

A Cultural Plan survey was also posted online for people that could not attend a workshop but still wanted to be involved.

The ideas and aspirations of the workshop attendees and survey results will now be collated by Jenny Brown over the coming weeks. A draft Cultural Plan be circulated to the Committee, workshop and survey participants for further feedback and comment in September.

If any Committee members would like to view or complete the Cultural Plan survey please go to http://upperhunter.nsw.gov.au/your-council/media/news/arts-culture-action.aspx or email Tash Taaffe at ttaaffe@upperhunter.nsw.gov.au.

Those members who were able to attend recent consultation sessions were thanked for their contribution. The Cultural Planning survey is closing on 12 August. Members also noted the consultant, Jenny Brown, referred to the Museum’s Strategy. Members support the continuation of the Upper Hunter Museum’s Network.

Note: members requested a report from future Network meetings.

RESOLVED that the Cultural Planning Report be noted.

Moved: Mrs C Ray    Seconded: Mrs B Bates    CARRIED

6. ACTION SHEET

<table>
<thead>
<tr>
<th>Task</th>
<th>Person Responsible</th>
<th>Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Consult YP regarding alternate event to YES</td>
<td>Mary Spora</td>
<td></td>
</tr>
<tr>
<td>Convene Museum’s Network Meeting</td>
<td>Heather Ranclaud</td>
<td></td>
</tr>
<tr>
<td>Advertise for DIAP subcommittee members</td>
<td>Kerri Cone</td>
<td></td>
</tr>
</tbody>
</table>
7. **CORRESPONDENCE**
   OUT letters and information packs to Debbie Camps and Rebecca Eveleigh, confirming membership.

8. **GENERAL BUSINESS**

   **8.1 Basketball Court**- members were advised that a funding application has been completed for a new roof and insulation for the Basketball Hall. Some reconfiguring is taking place at the Youth Centre to accommodate EIPP requirements. Gambling counselling is available one day each week from the Youth Centre.

   **8.2 Scone Family Fun Day**- this will be held on 8 October and is expected to become an annual event. The target group are families with children 0-8 years. Many partners are joining in to ensure the event is a success.

   **8.3 Movie Nights**- members were advised that Scone Neighbourhood Centre has movie nights planned for November 2016, January and February 2017, proposing to hold 2 in each month.

   **8.4 Final Meeting for the Current Committee**- with Council elections in September, this is the final meeting for the current Committee. Members and Councillors were thanked for their participation over the past four years, by Mrs Kerri Cone.
   **Note:** Mrs Beryl Bates advised she will be resigning from the Committee at the next meeting

9. **NEXT MEETING**
   To be advised.

*The meeting was declared closed at 4.55pm.*
C.08.5  UPPER HUNTER SHIRE TRAFFIC COMMITTEE

RESPONSIBLE OFFICER: Alan Fletcher - Director Infrastructure Services

AUTHOR: Jeff Bush - Manager Strategic Assets

RECOMMENDATION

That Council:
1. Endorse the minutes of the Upper Hunter Shire Traffic Committee meeting held on 11 August 2016.
2. Install a 6 metre “8.00am - 9.30am, 2.30pm - 4.00pm, School Days” only disabled parking zone on the southern side of Mayne Street Murrurundi, immediately to the west of the “No Stopping” zone at the marked pedestrian crossing.

BACKGROUND

This Committee is formed under the Traffic Act and consists of delegates from Council, Roads & Maritime Services (RMS), the local State Member and local police. The Committee is charged with responsibility for making recommendations to Council regarding all matters concerning local traffic regulations.

REPORT/PROPOSAL

The major Traffic issues discussed at the meeting included:

Disabled Parking Zone at Murrurundi Public School
Council has been requested by the Principal of the Murrurundi Public School and a number of residents (on behalf of a parent) to consider providing disabled parking outside the Public School in Mayne Street, Murrurundi in the vicinity of the school’s entry/exit gates. Council staff have been advised that it is difficult to find suitable parking in close proximity to the school during busy school drop off and pick up times. The Traffic Committee recommends that a 6 metre “8.00am - 9.30am, 2.30pm - 4.00pm, School Days” only disabled parking zone be installed on the southern side of Mayne Street, immediately to the west of the “No Stopping” zone at the marked pedestrian crossing.

Scone Grammar School - Traffic Management Works
Scone Grammar School has entered into a voluntary planning agreement with Upper Hunter Shire Council, the terms of which require the applicant to undertake traffic management works to the value of $74,500 in Kingdon, Hill and Aberdeen Streets as recommended by the approved Traffic Management Plan which was provided to the meeting. The applicant has submitted to Council (for the approval by the Traffic Committee) a revised design for the provision of formal road crossings directly outside the entry to the school on Kingdon and Hill Streets and the provision of 45 degree angle parking along Kingdon Street. The Road Crossing Design and Signs and Linemarking Plans prepared by RHM Consulting Engineers are were shown in a separate attachment. Correspondence received from RHM commenting on the revision of plans was shown. The Committee recommended that Council support the construction of formal road crossings and the installation of signs and linemarking proposed in Kingdon, Hill and Aberdeen Streets as part of the Scone Grammar School redevelopment.
ATTACHMENTS

1. Upper Hunter Shire Traffic Committee - 11 August 2016 - Minutes

RESOLVED that Council:

1. Endorse the minutes of the Upper Hunter Shire Traffic Committee meeting held on 11 August 2016.
2. Install a 6 metre “8.00am - 9.30am, 2.30pm - 4.00pm, School Days” only disabled parking zone on the southern side of Mayne Street Murrurundi, immediately to the west of the “No Stopping” zone at the marked pedestrian crossing.

 Moved: Cr M Collison Seconded: Cr R Campbell CARRIED
MINUTES OF THE UPPER HUNTER SHIRE TRAFFIC COMMITTEE MEETING - THURSDAY 11 AUGUST 2016 – 10.30 am

PRESENT: Cr Collison, Andrew Googe (NSW Police), Tim Chapman (RMS), and Chris Dengate (NSW Police).

IN ATTENDANCE: Alan Fletcher (UHSC Director Infrastructure Services), Jeff Bush (Manager Strategic Assets) and Belinda Olteanu (UHSC Infrastructure Support Officer).

1. APOLOGIES

RECOMMENDATION
That the apologies received from Guy Guiana, Bill Howey and Cr Campbell be accepted.

Moved: Tim Chapman Seconded: Chris Dengate CARRIED

2. DISCLOSURE OF INTEREST

Nil

3. PREVIOUS MINUTES

RESOLVED that the minutes of the Upper Hunter Shire Traffic Committee Meeting held on 12 May 2016, as circulated, be taken as read and confirmed as a correct record.

Moved: Cr Collison Seconded: Tim Chapman CARRIED

4. BUSINESS ARISING FROM PREVIOUS MINUTES

Agenda Item TRF.05.1 – Scone-Sydney/Waverley Street Intersection – Traffic calming at this intersection to be included in the design of Sydney Street rehabilitation works.

Agenda Item TRF.05.2 – Parking Restrictions – Scone Library – Signs to be erected.

Agenda Item TRF.05.3 – CRM 14967/16 Glenbawn Road Speed Restriction – The request is in RMS system, Tim Chapman to follow up before the increase of summer traffic.

Agenda Item TRF.05.4 – CRM 14902/16 Mount Street Murrurundi – speeding vehicles – Additional default 50km/h signs to be installed in Mount street.

5. AGENDA ITEMS

TRF.08.1 Disabled Parking Zone at Murrurundi Public School

PURPOSE
The purpose of this report is to gain approval for the installation of a disabled parking zone in Mayne Street, Murrurundi adjacent to the Public School entry/exit gate.
RECOMMENDED that a 6 metre “8.00am - 9.30am, 2.30pm - 4.00pm, School Days” only disabled parking zone be installed on the southern side of Mayne Street, immediately to the west of the “No Stopping” zone at the marked pedestrian crossing.

Moved: T Chapman  Seconded: Chris Dengate  CARRIED

ACTION FOR COMMITTEE: Nil

TRF.08.2 Scone Grammar School - Traffic Management Works

PURPOSE

The purpose of this report is to gain approval for the works proposed to manage vehicles and students in the vicinity of the Scone Grammar School as required by the conditions of consent for Development Application 10/2014.

RECOMMENDED that Council support the construction of formal road crossings and the installation of signs and linemarkings proposed in Kingdon, Hill and Aberdeen Streets Streets as outlined in the Scone Grammar School Traffic Plans.

Moved: Cr Collison  Seconded: T Chapman  CARRIED

ACTION FOR COMMITTEE: Nil

6. CORRESPONDENCE

Nil

7. GENERAL BUSINESS

Nil

8. NEXT MEETING

TBC

The meeting was declared closed at 10.44 am
C.08.6  

**FESTIVAL OF THE FLEECES**

**RESPONSIBLE OFFICER:** Waid Crockett - General Manager  

**AUTHOR:** Jan Sinclair - Tourism & Events Coordinator

---

**RECOMMENDATION**

That Council:

1. Endorse the minutes of the Festival of the Fleeces Committee meeting held on 9 August 2016.
2. Distribute the proceeds of surplus funds as per the minutes.

---

**BACKGROUND**

The Festival of the Fleeces (FOTF) Committee plans and manages the annual festival in Merriwa in June. The committee makes recommendations in relation to the expenditure and income generation for the festival.

Council provides assistance to the S355 Committee through provision of secretarial support, budgeting and event planning and event management.

---

**REPORT/PROPOSAL**

Total gross income for the 2016 FOTF was $28748.75, total gross expenses $20,209.33 showing a net return of $8539.42

At the Committee meeting held on 9 August the Committee agreed that a portion of $3000 would be retained to go towards the 2017 FOTF to help with operational costs, with balance to be distributed to local charities.

The Festival committee agreed that the surplus was to be allocated to Merriwa Non-Emergency Medical Transport, VRA, Westpac Helicopter and a gift to acknowledge contribution of James Bettington. The Committee agreed the of $5539.42 surplus would be allocated: $2500 -VRA, $2500 - Westpac Helicopter, $400 - Merriwa Non-Emergency Medical Transport.

---

**ATTACHMENTS**

1. Merriwa Festival of the Fleeces Committee - 9 August 2016 - Minutes

---

**DECLARATION OF INTEREST**

Cr Wayne Bedggood declared a non-pecuniary interest / insignificant conflict for the reason that he is Deputy Chair of the Scone Volunteer Support Group for the Westpac Rescue Helicopter Service who is one of the recommended recipients for surplus funds. Cr Bedggood remained in the Chamber and took part in discussion and voting.
RESOLVED that Council:

1. Endorse the minutes of the Festival of the Fleeces Committee meeting held on 9 August 2016.
2. Distribute the proceeds of surplus funds as per the minutes.

Moved: Cr D Peebles          Seconded: Cr R Campbell           CARRIED
MINUTES OF THE MERRIWA FESTIVAL OF THE FLEECES COMMITTEE MEETING - TUESDAY 9 AUGUST 2016 – AT THE MERRIWA COUNCIL OFFICE - 6pm

PRESENT: Cr Deidre Peebles Cr Ron Campbell, Barbara Campbell, Jan Cronin, James Constable

IN ATTENDANCE: Jan Sinclair, Shay Hancock, Tash Taaffe

APOLOGIES: Shirley Hunt, Maree Wright, Alan Wright, Kym Clydsdale, Alicia Clydsdale, Tori McNaught, Lenore Taylor, Narelle Davis, Richard Magner, Kristi Green, Courtney McMullen.

RESOLVED that the apologies received from Shirley Hunt, Maree Wright, Alan Wright, Kym Clydsdale, Alicia Clydsdale, Tori McNaught, Lenore Taylor, Narelle Davis, Richard Magner and Courtney McMullen be accepted.

Moved: Ron Campbell Seconded: Jan Cronin CARRIED

2. DISCLOSURE OF INTEREST: Nil

3. PREVIOUS MINUTES:
RECOMMENDATION That the minutes of the Merriwa Festival of the Fleeces Committee Meeting held on 21 June 2016, as circulated, be taken as read and confirmed as a correct record.

Moved: Barbara Campbell Seconded: Jan Cronin CARRIED

4. BUSINESS ARISING FROM PREVIOUS MINUTES: Nil

5. ACTION SHEET: Nil

CORRESPONDENCE: Jan Sinclair to draft a letter to Mike Pritchard thanking him for his assistance compering the Festival.

6. AGENDA ITEMS:

6.1 Acknowledged– Deirdre sincerely thanked volunteers and staff for their contributions to the success of the 2016 Festival of the Fleeces.

6.2 Financial Report – Total gross income was $28748.75, total gross expenses $20,209.33 showing a net return of $8539.42 (including $550 UH Team Penners cheque received this week) A significant improvement to last years negative balance of -$200. It was agreed a portion of $3000 would be retained to go towards next years Festival, with balance to be distributed to local charities. Note: The total net income does not include funds raised of approximately $1500 by Merriwa Quilting. (This to be included in press release regarding funds raised by Festival)

6.2.0 Allocation of surplus – Potential recipients included Merriwa Non-Emergency Medical Transport, VRA, Westpac Helicopter and a gift to acknowledge contribution of James Bettington. The Committee agreed the of $5539.42 surplus would be be allocated: $2500 -VRA, $2500 - Westpac Helicopter, $400 - Merriwa Non-Emergency Medical Transport; $139.42 - James Bettington gift. (Deirdre to arrange purchase eg. engraved tray)
6.2.1 BBQ /Cheque Presentation – Agreed date: Saturday 24 September, 12 noon, VRA, Bettington Street. Jan Sinclair to check last years invitation list. Jan Cronin and Barbara Campbell to coordinate BBQ. Deirdre to contact Andrew Luke /VRA to formally request date.

6.2.2 Sponsorship – Jan sent out sponsorship request letters at end of June for 2017. Hunter Valley Printing will assist with program again. Council has agreed to support event again, with an increase from $5000 to $7000 sponsorship. Rosto will sponsor $5000 for next 3 years and requested an MOU to formalise the agreement (Jan to coordinate). M.A. McDonald have agreed to sponsor again. Campbell family committed another $500 for 2017. New England Home and Lifestyle Magazine will sponsor an ad in the Autumn edition next year. Jan asked Committee to consider sponsorship coordinator for next year eg. sub contract someone (on 10% commission) to chase up non-local sponsors with a targeted list (eg Hunter TAFE, wool industry, mining, fuel, corporate landholders, Syd Fogg’s Coaches, Barnaby Joyce MP and Michael Johnsen MP as sponsors or as guest). Council and Rosto’s sponsorship plus funds carried over leaves $15,000 as starting operating funds for 2017.

6.3 Allocation of responsibilities for 2017 – carried over to next meeting.

6.4 Street stall map/location – When RMS complete main street roadworks, Jan to request technical services to draw up an accurate street map including car park spaces, benches, trees, width of road etc. More discussion required at next meeting re stalls map. Shay has already received 20 street stall bookings for 2017.

6.5 Promotional video - An IXL video was shot at Festival in 2016 (owned by Council) - Committee can use this footage to create a promotional video (editing at own expense) for tourism, entering awards and to attract new sponsors. Cost of video will be approximately $1000, Jan to source formal quote for 30 second video and a 1 minute video and approach Mike Pritchard to do voice over, with a script developed in house. Committee agreed to invest in a promotional video.

Jan Cronin left meeting at 7.15pm

6.6 Team Penning – Not present at meeting, discussions carried over to next meeting.

6.7 Quilting - Not present at meeting, discussions carried over to next meeting.

7. ACTION SHEET: Nil

8. GENERAL BUSINESS:

Sunday - James said people came Sunday thinking there was something on as well. More public awareness needed in advertising. Discussed potential for extending the Festival to include activities on Sunday.

Parade – Ron reported discussion with Michael Hagley/VRA not happy with parade coordination. Not enough information provided to VRA at showground muster point. As Jan Cronin not at meeting, to be discussed at next meeting.

Camping – Ron said need to tighten up security next year with camping/tents.

Meeting closed at 7.35pm.

NEXT MEETING: Thursday 22 September 2016 at 6pm
C.08.7  UPPER HUNTER SHIRE LAND COMMITTEE

RESPONSIBLE OFFICER:  Waid Crockett - General Manager

AUTHOR:  Waid Crockett - General Manager

RECOMMENDATION

That Council:

1. Endorse the minutes of the Upper Hunter Shire Land Committee meeting held on 4 August 2016.
2. Investigate and provide justification for developing future stages of the Rosedale Estate subdivision beyond what is currently approved.
3. Discuss future use and land requirement options with the Rosedale Complex users.

BACKGROUND

The Upper Hunter Land Committee provides strategic direction and recommendations for the development, sale of purchase of land and buildings across the shire.

REPORT/PROPOSAL

The Committee discussed the proposed plans for the future development of Rosedale Estate.

The Committee’s concern about the Rosedale development was the long term impact any approved development may have on events at the Rosedale Complex if land was no longer available for event participants and spectators.

The Committee asked for more details to be provided on the costs to Council in not completing the subdivision, information on current development applications, the suitability of the land for the next stage of development and for discussions to be undertaken with the Rosedale Complex users on their specific land requirements for the events at the venue.

ATTACHMENTS

1  Upper Hunter Shire Land Committee - 4 August 2016 - Minutes

RESOLVED that Council:

1. Endorse the minutes of the Upper Hunter Shire Land Committee meeting held on 4 August 2016.
2. Investigate and provide justification for developing future stages of the Rosedale Estate subdivision beyond what is currently approved.
3. Discuss future use and land requirement options with the Rosedale Complex users.

Moved:  Cr K Fisher  Seconded:  Cr L Driscoll  CARRIED
PRESENT: Cr W Bedggood (Chair), Cr M Collison and Cr L Driscoll.

IN ATTENDANCE: W Crockett and S Pryor.

1. APOLOGIES Cr L Watts

2. DISCLOSURE OF INTEREST

Nil

3. PREVIOUS MINUTES

The previous minutes of 8 March 2016 were included and accepted.

Moved: Cr Collison Seconded: Cr Driscoll CARRIED

4. BUSINESS ARISING FROM PREVIOUS MINUTES

Cr Bedggood asked about the Rosedale complex and further information on this. Mr Crockett advised that there was a report on the agenda covering this item.

5. AGENDA ITEMS

LAND.08.1 Rosedale Estate

PURPOSE

To provide information on the proposed plans for the future development of Rosedale Estate.

Cr Bedggood thanked staff for the report, but noted that he had been asking about the future development of this site and the potential impacts on the Rosedale Complex (Campdraft arena) for many years. Cr Bedggood’s concern is the long term impact any approved development will have on events at the Rosedale Complex if land was no longer available for event participants and spectators.

Cr Bedggood asked for more specific details to be provided on the costs to Council in not completing the subdivision, information on current development applications, the suitability of the land for the next stage of development and he also asked for discussions to be undertaken with the Rosedale Complex users on their specific land requirements for the events at the venue.

RECOMMENDATION TO COUNCIL:

That Council

1. Investigate and provide justification for developing future stages of the Rosedale Estate subdivision beyond what is currently approved.
2. Discuss future use and land requirement options with the Rosedale Complex users.

Moved: Cr Bedggood Seconded: Cr Driscoll CARRIED
CLOSED COMMITTEE

RESOLVED that Council move into Closed Committee with the press and public excluded in accordance with Section 10(2)(c) of the Local Government Act 1993.

Moved: Cr Driscoll  Seconded: Cr Collison  CARRIED

The remaining agenda items were discussed as outlined in the confidential minutes.

RETURN TO OPEN MEETING

RESOLVED that the meeting move back into Open Committee.

Moved: Cr Driscoll  Seconded: Cr Collison  CARRIED

6. ACTION SHEET

Attached

7. CORRESPONDENCE

Nil

8. GENERAL BUSINESS

Nil

9. NEXT MEETING

The next meeting date will be advised.

The meeting was declared closed at 2.30pm.
### UPPER HUNTER LAND COMMITTEE

**MARCH 2016 ACTION SHEET**

<table>
<thead>
<tr>
<th>Item No</th>
<th>Action</th>
<th>Responsible Officer</th>
<th>Progress</th>
<th>Completion due by</th>
</tr>
</thead>
</table>
| 1       | Preparation of an assessment of the Rosedale Estate subdivision plan and inclusion of King of the Ranges. This will include the resolution made on 4 August 2016:  
1. Investigate and provide justification for developing future stages of the Rosedale Estate subdivision beyond what is currently approved.  
2. Discuss future use and land requirement options with the Rosedale Complex users | S Constable         |          | 31 October 2016   |
| 2       | Preparation of a report investigating the options for Council ownership of vacant residential land | S Constable         |          | 31 October 2016   |
ENVIRONMENT/HEALTH REPORTS

E.08.1 PROPOSED FEE FOR ANIMAL VACCINATION

RESPONSIBLE OFFICER: Waid Crockett - General Manager
AUTHOR: Mathew Pringle - Director Environmental & Customer Services

PURPOSE

The purpose of this report is to consider the introduction of a new fee for vaccinating impounded dogs against Canine parvovirus.

RECOMMENDATION

That Council:

1. Support the vaccination of impounded dogs (held for more than 24 hours) against Canine parvovirus.
2. Support a proposed amendment to the 2016/17 Fees and Charges to include a vaccination fee of $20.00 for dogs impounded for more than 24 hours.
3. Advertise the proposed fee by placing the amended 2016/17 Fees and Charges on public exhibition for a period of at least 28 days.
4. Adopt the new fee following public exhibition if no submissions are received.

BACKGROUND

The Canine parvovirus (CPV) infection is a highly contagious viral illness that attacks the gastrointestinal tract and cardiovascular systems of dogs. The main source of the virus is the faeces of infected dogs.

The major symptoms associated with the intestinal form of a canine parvovirus infection include severe, bloody diarrhea, lethargy, anorexia, fever, vomiting and severe weight loss. The intestinal form of CPV affects the body's ability to absorb nutrients, and an affected animal will quickly become dehydrated and weak from lack of protein and fluid absorption.

REPORT/PROPOSAL

Outbreaks of Parvovirus occur in local communities from time to time and can contaminate facilities that house dogs such as boarding kennels and animal shelters. Management of the virus is undertaken in Council’s animal shelters by regular cleaning and disinfection of enclosures, however, areas that contain porous surfaces such as outdoor grassed runs are difficult to manage as the virus can infiltrate the soil and remain active for up to a year, potentially being a source of infection for other animals.

In order to combat this problem, many animal shelters and Council pounds vaccinate dogs against Canine parvovirus before an animal is impounded. Discussions with Muswellbrook Shire Council staff indicate that this method is very successful in managing the disease within the Muswellbrook animal shelter.

A new outdoor exercise area is currently being established at the Scone animal shelter to provide impounded dogs with a better facility to exercise. As the area is grassed there is a risk that dogs infected with Canine parvovirus could contaminate the soil and potentially put other dogs at risk of infection. As such, it is considered reasonable that Council introduce a new procedure of vaccinating all dogs that are impounded for more than 24 hours to minimise the risk of contaminating the shelter. Whilst the immune response to the vaccine takes approximately two weeks to work, the experience at other shelters suggests that it is still an
effective way to manage the disease within the community. Furthermore, it is not considered practicable to vaccinate all dogs prior to impoundment or those held for less than 24 hours as many dogs are returned to their owners within this period and it is not always possible to have a veterinarian available to administer the vaccine, particularly after hours. In order to address this issue it is proposed to provide isolation pens within the pound to hold dogs on arrival for the first 24 hours and not allow dogs into the exercise yard unless they have been vaccinated.

Council staff have received two separate quotes from local veterinarians to provide the vaccination services to Council. One quotation is $30 per vaccination while the other is $20 per vaccination.

The cost of vaccination will be passed on to dog owners when the animal is released from the pound. The cost of vaccinating an animal that is not returned to its owner will need to be borne by Council.

Vaccinating a dog that has already been vaccinated against Canine parvovirus does not pose a risk to the animal’s health.

OPTIONS

1. Support the vaccination of impounded dogs (held for more than 24 hours) against Canine parvovirus and the proposed vaccination fee of $20.00.
2. Not support the vaccination of impounded dogs (held for more than 24 hours) against Canine Parvovirus and the proposed vaccination fee of $20.00.

CONSULTATION

- UHSC Compliance Officers
- Health, Building and Compliance Coordinator
- Muswellbrook Shire Council
- Director Corporate and Community Services

STRATEGIC LINKS

a. Community Strategic Plan 2013+

The Community Strategic Plan 2013+ identifies the community vision for the Local Government Area through the identification of priorities and aspirations for the future. This is done through four (4) Key Focus Areas and eight (8) Aspiration Goals. The management of Council’s animal shelter and the promotion of animal welfare is in line with Aspiration Goal 3: “Protect the natural and built environment and plan for a sustainable future for our Shire and our planet”; and Aspiration Goal 6: “Maintain and enhance civil infrastructure and community assets to meet the needs of current and future generations.”

b. Delivery Program

The animal control functions of Council relate to the Community Strategic Objectives for Local Government Regulation and Enforcement including: “Effectively and efficiently manage the business of Council within its Charter”; “Provide efficient and effective advisory, assessment and regulatory services focused on being customer friendly and responsive” and “Promote a sense of responsibility within our community to care for our environment and provide for a sustainable future”.

c. Other Plans

Nil
IMPLICATIONS

a. Policy and Procedural Implications

The recommendation proposes changes to the operational procedures at the Scone animal shelter. Written procedures will be prepared/updated accordingly.

b. Financial Implications

It is proposed to introduce a new fee of $20 for the vaccination of dogs impounded for more than 24 hours against Canine parvovirus. The fee will be payable by dog owners upon release of their dog from the pound.

The cost of vaccinating an animal that is not returned to its owner will need to be borne by Council. Based on the average number of dogs that are not returned to their owners per annum, the cost to Council is estimated to be $1,000 to $1,500 per year.

c. Legislative Implications

Nil

d. Risk Implications

There will be a reduced risk of a major outbreak of Canine parvovirus at the animal shelter and within the community if the recommendation to vaccinate impounded dogs is supported by Council.

e. Other Implications

Nil

CONCLUSION

That Council support the proposal to vaccinate impounded dogs held for more than 24 hours against Canine parvovirus and include a vaccination fee of $20.00 in the 2016/17 Fees and Charges Schedule.

ATTACHMENTS

There are no enclosures for this report

RESOLVED that Council:

1. Support the vaccination of impounded dogs (held for more than 24 hours) against Canine parvovirus.
2. Support a proposed amendment to the 2016/17 Fees and Charges to include a vaccination fee of $20.00 for dogs impounded for more than 24 hours.
3. Advertise the proposed fee by placing the amended 2016/17 Fees and Charges on public exhibition for a period of at least 28 days.
4. Adopt the new fee following public exhibition if no submissions are received.

Moved: Cr D Peebles  Seconded: Cr R Campbell  CARRIED

A policy relating to waiving of fees in the case of financial hardship will be developed and presented to Council for consideration.
GENERAL ADMINISTRATION REPORTS

G.08.1  REQUEST TO WAIVE FEES - FAMILY INSIGHT INC

RESPONSIBLE OFFICER: Steve Pryor - Director Corporate & Community Services

AUTHOR: Steve Pryor - Director Corporate & Community Services

PURPOSE

The purpose of this report is to consider a request for the waiving of fees associated with the use of Scone Park by Family Insight Inc to hold a community event for families and children on Thursday, 6 October 2016.

RECOMMENDATION

That Council provide a donation of $70.00 to Family InSight Inc for the use of Scone Park to assist them in running their community event for families and children on Thursday, 6 October 2016.

BACKGROUND

A request has been made by Family InSight Inc for Council to waive the fees for the use of Scone Park on Thursday, 6 October 2016 from 8.30am to 3.00pm for running their community event for families and children.

REPORT/PROPOSAL

Family InSight Inc together with a number of community based organisations in the Upper Hunter are planning to hold a community event for families and children on 6 October 2016 which will focus on “fun for families” in the Upper Hunter Shire.

A similar event was held in 2015 with 300 people attending on the day.

OPTIONS

1. Provide a donation to Family InSight Inc to the value of fees associated with the hire of Scone Park;
2. Provide a donation to Family InSight Inc of an alternative amount;
3. Not provide a donation to Family InSight Inc.

CONSULTATION

- Director Corporate & Community Services

STRATEGIC LINKS

a. Community Strategic Plan 2013+

SOCIAL

2) Promote wellbeing through health, education, recreation and culture for a healthy, vibrant and fulfilling life for our community.
b. Delivery Program

- Facilitate partnerships which create and support a caring community.
- Facilitate healthy lifestyles through participation by and in partnership with the community in sports and cultural activities.

c. Other Plans

Nil

IMPLICATIONS

a. Policy and Procedural Implications

The request fits within Council’s donations policy.

b. Financial Implications

The current Delivery Program & Operational Plan has a Donations/Sponsorship budget of $24,000.

Fees associated with the use of Scone Park is $70.00 per day.

c. Legislative Implications

Nil.

d. Risk Implications

All events require a risk evaluation to be undertaken prior to the event.

e. Other Implications

Nil.

CONCLUSION

That a donation be provided to the value of the fees applicable for the hire of Scone Park on 6 October 2016.

ATTACHMENTS

1. Family InSight - Request for waiving of fees - Scone Park

DECLARATION OF INTEREST

Cr Lee Watts declared a non-pecuniary interest / insignificant conflict for the reason that she is the Manager of one of the community groups involved. Cr Watts remained in the Chamber and took part in discussion or voting.

RESOLVED that Council provide a donation of $70.00 to Family InSight Inc for the use of Scone Park to assist them in running their community event for families and children on Thursday, 6 October 2016.

Moved: Cr K Fisher  Seconded: Cr M Collison  CARRIED
18th July 2016

Attention: Mr Steve Pryor
Director Corporate & Community Services.
Upper Hunter Shire Council
Scone 2337

Dear Mr Pryor


Family InSight, together with a number of other local community organisations and services are organising a Family Fun Day to be held at Scone Park on the 6th October 2016 from 10.00am to 2.00pm.

In September 2015, Family InSight together with a number of local organisation and services collaborated to present the inaugural event. Organisers were delighted with the response from within the community with 300 people attending on the day – a fantastic result considering the cool weather conditions at the time. We received a lot of positive feedback from the families attending. Many requesting that we plan a similar event for 2016.

Once again we seek the support of the Upper Hunter Shire Council by asking if the Council would consider waiving any costs associated with the use of Scone Park on the 6th October 2016, from 8.30 am to 3.00pm.

Should you have any further questions – please do not hesitate to contact me – details listed below.

We trust that this letter is favourably received and we look forward to your response.

Yours faithfully

Anne Watson
Parenting & Early Years Coordinator – Upper Hunter
Family InSight Inc.

M: 0407 723 320
E: anne@familyinsight.org.au
G.08.2  REQUEST FOR SPONSORSHIP - SCONE ART PRIZE 2016
RESPONSIBLE OFFICER:  Steve Pryor - Director Corporate & Community Services
AUTHOR:  Steve Pryor - Director Corporate & Community Services

PURPOSE
The purpose of this report is to consider providing a donation to the Scone Arts & Crafts for their “Ceramics” prize in the 2016 Scone Art Prize Competition.

RECOMMENDATION
That Council provide a donation of $500 to Scone Arts & Crafts towards the 2016 Scone Arts Prize “Ceramics” competition.

BACKGROUND
Council has been a major sponsor of the Scone Art Prize for several years and has in recent years provided the following sponsorships:

<table>
<thead>
<tr>
<th>Year Range</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2008 - 2010</td>
<td>$500</td>
</tr>
<tr>
<td>2012 - 2013</td>
<td>$250</td>
</tr>
<tr>
<td>2014 - 2015</td>
<td>$500</td>
</tr>
</tbody>
</table>

No request was made in 2011.

A request has also been made for the Mayor to attend the Opening Night to present the “Ceramics” Prize on behalf of Council.

REPORT/PROPOSAL
Council has provided financial assistance to this event over a number of years under its Donations policy.

Council has a Grants/Donation Budget under cultural services with a budget of $21,830. It is proposed that this request for sponsorship fits under that program and that Council contributes $500 to the Scone Art Prize.

OPTIONS
1. Accept the recommendation and provide the donation to the value recommended;
2. Provide a donation of an alternate value;
3. Not provide a donation.

CONSULTATION
- Director Corporate & Community Services

STRATEGIC LINKS
a. Community Strategic Plan 2013+

SOCIAL
2) Promote wellbeing through health, education and culture for a healthy, vibrant and fulfilling life for our community.
b. Delivery Program

- Facilitate partnerships which create and support a caring community
- Facilitate healthy lifestyles through participation by and in partnership with the community in sports and cultural activities.

c. Other Plans

Nil

IMPLICATIONS

a. Policy and Procedural Implications

The request falls within Council’s Donations policy – Item 6G.

b. Financial Implications

The sponsorship of $500 is available within Council’s Cultural Services Budget.

c. Legislative Implications

Nil

d. Risk Implications

Nil

e. Other Implications

Nil

CONCLUSION

That Council provide a donation of $500 to the Scone Arts & Crafts for its 2016 Scone Art Prize.

ATTACHMENTS

1 Scone Arts and Crafts - Request for Sponsorship - Scone Art Prize 2016 - 9 to 18 September

RESOLVED that Council provide a donation of $500 to Scone Arts & Crafts towards the 2016 Scone Arts Prize “Ceramics” competition.

Moved: Cr L Watts  Seconded: Cr D Peebles  CARRIED
ATTACHMENT NO: 1 - SCONÉ ARTS AND CRAFTS - REQUEST FOR SPONSORSHIP - SCONÉ ART PRIZE 2016 - 9 TO 18 SEPTEMBER

15th July 2016

Mr Stephen Prior
Director Corporate & Community Services
Upper Hunter Shire Council
P.O. Box 208
SCONE NSW 2337

Dear Mr Prior

In reference to our telephone conversation of last week, on behalf of the Scone Arts & Crafts Inc. Please accept this letter as our formal request for sponsorship of Scone Art Prize 2016 which will take place 9th to 18th September.

As usual or request is for the UHSC to sponsor the Ceramics Section of Art Prize. This Prize is for $500.00 which has not changed from last year.

Hoping that this will be approved by Council.

Yours sincerely

Pam Sunderson-McLeay
Hon.Vice President
Scone Arts & Crafts Inc.
DIARY
Entry Form Closing Date: 12th August 2016
Address: The Scone Art Prize
PO Box 151
Scone NSW 2337
Enquiries: Roger Skinner 0407 002 777
Email: sconeartsandcrafts@gmail.com
Delivery of entries.
Saturday 3rd September, 2016 10am—1pm
Independent Courier by Friday 2nd September to, The Scone Art Prize C/- Hyndes Bailey & Co 108 Bridge St Muswellbrook
Sydney Courier Deliver Saturday 3/9/16
Graeme Stewart, Hornsby Mazda
64—72 Pacific Highway, Waitara
Phone 0402 357 051
Collection of Works
Between 1pm and 3pm
Sunday 18th September 2016
Exhibition to be held at
Scone Arts and Crafts Centre,
63 Kingston Street, Scone.
Exhibition Open
10th—17th September 10am—4pm
18th September 10am—1pm
Daily Entry Fee $2.00
Opening Night
FRIDAY 9TH SEPTEMBER
2016
Exhibition Open Daily
10th to 18th SEPTEMBER
G.08.3  SCONE HORSE TRIALS - SPONSORSHIP

RESPONSIBLE OFFICER: Waid Crockett - General Manager
AUTHOR: Alan Fletcher - Director Infrastructure Services

PURPOSE

The purpose of this report is to consider a request for assistance for the Scone Horse Trials to be held on 24 and 25 September 2016.

RECOMMENDATION

That Council provide one-off assistance with mowing the Scone Horse Trials site.

BACKGROUND

Upper Hunter Shire Council has provided assistance to the Scone Horse Trials with the preparation of the site, generally mowing and gravel access track maintenance, since 2016.

REPORT/PROPOSAL

The organisers have requested Council once again help with the preparation of the event by slashing the grounds prior to the week of Thursday 15 September 2016. Council has supported this event in the past with the same service. The value of the ‘in-kind’ work is approximately $2,700.

Scone Horse Trials organisers will be asked to display signs acknowledging Upper Hunter Shire Council’s sponsorship and have done so in the past.

OPTIONS

1. Agree to fund the slashing work.
2. Not fund the slashing work.
3. Alter the level of assistance.

CONSULTATION

- Director Infrastructure Services
- Manager Works Delivery
- Parks & Facilities Coordinator

STRATEGIC LINKS

a. Community Strategic Plan 2013+

SOCIAL
1) Promote wellbeing through health, education, recreation and culture for a healthy, vibrant and fulfilling life for our community.
Infrastructure Services

b. Delivery Program

To facilitate the provision of recreation and cultural facilities to meet identified community needs providing appropriate user support.

c. Other Plans

Nil.

IMPLICATIONS

a. Policy and Procedural Implications

Nil.

b. Financial Implications

The change out rate for the work is approximately $2,700. This cost will need to be funded from Council’s donations budget.

c. Legislative Implications

Nil.

d. Risk Implications

All events require a risk evaluation to be undertaken prior to the event.

e. Other Implications

Nil.

CONCLUSION

The recommendation is to provide assistance for the preparation of the Scone Horse Trials site.

ATTACHMENTS

1 Scone Horse Trials Request

DECLARATION OF INTEREST

Cr K Fisher declared a non-pecuniary interest / significant conflict for the reason that he is Vice President of the Scone Horse Trials. Cr Fisher left the Chamber and took no part in discussion or voting.

RESOLVED that Council provide one-off assistance with mowing the Scone Horse Trials site.

Moved: Cr M Collison   Seconded: Cr L Driscoll   CARRIED
From: Vantage Hill [mailto:vantagehill1@gmail.com]
Sent: Thursday, July 28, 2016 12:56 PM
To: ‘Alan Fletcher’ <AFletcher@upperhunter.nsw.gov.au>
Subject: Slashing for Scone Horse Trials

Dear Alan,

The time has flown and our spring event is drawing near for the Scone Horse Trials. The event is to be held on the weekend of the 24th and 25th of September and we would be extremely grateful if you were able to arrange the slashing again please.

The slashing would need to be completed by Thursday the 15th as we have a working bee on the Friday, Saturday and Sunday and need to set up all of the dressage and show jumping arenas. This is the only time we can set up and cannot do it until the slashing has been done.

Please let me know if you are happy to go ahead and then we can arrange a time to meet out at the grounds.

Thank you
Kind regards
Blair Richardson  (President of Scone Horse Trials)
REQUEST FOR SPONSORSHIP - ST JOSEPH’S HIGH SCHOOL - 2016 OUTWARD BOUND PROGRAM

RESPONSIBLE OFFICER: Steve Pryor - Director Corporate & Community Services

AUTHOR: Steve Pryor - Director Corporate & Community Services

PURPOSE

A request has been made for financial assistance towards the 2016 Outward Bound Program run through St Joseph’s High School Aberdeen.

RECOMMENDATION

That Council provide a donation of $200 to St Joseph’s High School, towards assisting their Year 9 Class attend Outward Bound in Term 3, 2016.

BACKGROUND

Council has provided financial assistance to Year 9 Students of St Joseph’s High School since 2008 towards the running of the Outward Bound Program. Council has received a letter from the school seeking assistance for the 2016 Program.

REPORT/PROPOSAL

It is proposed that Council continue to provide assistance under its Donation Budget.

OPTIONS

1. Accept the recommendation and provide the donation
2. Amend the recommendation and provide an alternate amount
3. Reject the recommendation and not provide a donation

CONSULTATION

- Director Corporate & Community Services

STRATEGIC LINKS

a. Community Strategic Plan 2013+

SOCIAL

2) Promote wellbeing through health, education and culture for a healthy, vibrant and fulfilling life for our community.

b. Delivery Program

- Facilitate partnerships which create and support a caring community.
- Facilitate healthy lifestyles through participation by and in partnership with the community in sports and cultural activities.
c. Other Plans

Nil

**IMPLICATIONS**

**a. Policy and Procedural Implications**

The request falls within Council’s Grants and Subsidies Policy.

**b. Financial Implications**

Funds are available under Council's 2016/17 Donation Budget.

**c. Legislative Implications**

Nil

**d. Risk Implications**

Nil

**e. Other Implications**

Nil

**CONCLUSION**

That Council continue to provide financial assistance to the Outward Bound Program as it has in the past.

**ATTACHMENTS**

1. St Josephs High School Aberdeen - Outward Bound Letter to Seek Support and Sponsorship for 2016 - 28/07/16

**RESOLVED** that Council provide a donation of $200 to St Joseph’s High School, towards assisting their Year 9 Class attend Outward Bound in Term 3, 2016.

Moved: Cr L Watts  
Seconded: Cr D Peebles  
CARRIED
The Outward Bound program has been a rewarding and key element in the self-development of Year 9 students at St Joseph’s High School, Aberdeen. Over the years it has become an integral component of the school curriculum and we have witnessed the benefits of such a worthwhile experience. Outward Bound is a non-profit world-wide adventure organisation. The program challenges the students in the natural environment, without the shields of modern technology and the comforts of home. They are called upon to draw on their own personal resources and to discover and develop leadership qualities such as resilience, self-determination, teamwork and organisation. During the program the students develop an understanding and appreciation for the environment through the provision of service activities such as weed removal and leaving only “footprints” behind after their expedition.

From 27 August to 2 September we again hope to have all current Year 9 students attend Outward Bound in the Namadgi National park, south of Canberra.

Due to a variety of financial constraints, such as loss of family income or the limited income of some rural families, a number of families have difficulty in meeting the $850 cost of the program. There is also the added cost of specialised equipment.

Valuable assistance in the form of sponsorship from organisations such as yours will see us not only achieve our goal of all Year 9 students participating, but also enable each student to realise their true potential. This year 120 students will participate in Outward Bound. Approximately twenty students will not be able to attend without your generous support.

If you have not had the opportunity to contribute previously, we are hoping you might establish a financial relationship that will ultimately benefit the students and community alike. You may wish to assist the Year 9 students either through sponsorship or by donating specialised clothing or gear, for example raincoats, head torches or thermals.

We hope that you will appreciate the benefits presented by Outward Bound to the Year 9 students and be able to contribute to this valuable experience. We have included an information pamphlet with this letter. If you have any questions or require further information about the course, please do not hesitate to contact either Alison Tilsie or Abbie Marston at the school.

Yours sincerely

Alison Tilsie
Outward Bound Coordinator

Abbie Marston
Year 9 Coordinator

John Tjobin
Principal
Captains’ Testimonials

Ian Carter — School Captain 2016
“Outward Bound is one of those ‘experience of a lifetime’ moments. The experiences challenge you and test your limits. This aided me in building resilience and constructing the qualities of leadership.”

Mikaela Tlse — Vice Captain 2016
“The Outward Bound experience was an amazing adventure I will never forget. Through Outward Bound, I made strong friendships with many people in my year by sharing challenging experiences. Outward Bound was just as mentally challenging as it was physically, however, I thrived on the new situations we were constantly faced with and loved every minute of it. An unforgettable experience!”

Beau Harris — Vice Captain 2016
“Outward Bound is a leadership orientated program that was extremely eye opening for me. It allowed me to gain experience as a leader and learn to take initiative in difficult situations, which I further pursued within the school and the broader community. It was also beneficial allowing me to interact with peers that I wasn’t as close with, forming bonds that will last a lifetime. Through the various activities completed, it influenced all participants to step outside their comfort zone and I can say confidently that it was a huge step in my own personal development.”

Oliver Collins — Vice Captain 2016
“Outward Bound was such a valuable experience for me as it allowed life to be put into perspective. The remoteness of the experience as well as the challenging activities, allowed me to form friendships which will last a lifetime. The challenges of the course allowed me to develop resilience which I have used in everyday aspects of my life.”

St Joseph’s High School, Aberdeen

OUTWARD BOUND

AN ADVENTURE FOR A LIFETIME!

Year 9 Outward Bound

The Year 9 Outward Bound experience is an integral component of St Joseph’s Retreat Program. It is seen as an important component of the transition from the junior school (Years 7-9) into the senior years (Years 10-12). The five-day Year 9 Outward Bound experience is conducted toward the end of Term 3.
What is Outward Bound?

Outward Bound is the largest not for profit, independent educational organisation in the world with over 50 schools established worldwide. For the past 58 years Outward Bound in Australia has been providing challenging experiences that help people discover, develop and achieve their potential. The Australian bush provides the perfect ‘outdoor classroom’. It presents a ‘place apart’ from familiar comforts and usual support systems and equipment is purposefully kept very simple. Without the shields of modern technology and familiar comforts, students are challenged to draw upon their personal resources and those of the group. The links between actions and consequences are clear and meaningful.

Why Outward Bound?

The Outward Bound schools program draws out the qualities of resilience, self-determination, self-discovery, leadership and group cooperation as well as enhancing communication skills and self-confidence. Students get to know their self-imposed limits and are able to expose those limits. The program is an expedition based journey where individuals may experience activities such as bushwalking, abseiling, ropes confidence courses as well as develop skills in navigation, low impact camping, food, planning and bush cooking.

The Outward Bound experience has clearly impacted upon our students and achieved many of the initial goals of self development. It is not an isolated experience. The students are prepared across the curriculum and continually draw on their experiences upon their return.

When and Where

The National Outward Bound base camp is located at Tharwa, south of Canberra. The students travel by bus on the Saturday and are accommodated at the Birrigai Retreat Centre (in close proximity to Tharwa). The Outward Bound course commences on the Sunday morning and concludes on the Thursday evening. During the 5 day course the students journey through the Namadgi National Park. The students then stay overnight either at the National Base camp or Birrigai Retreat Centre and travel home on the Friday.

The Year 9 Outward Bound Experience is conducted during Term 3.
G.08.5  REQUEST TO WAIVE FEES - MERRIWA LITTLE SPROUTS

RESPONSIBLE OFFICER: Steve Pryor - Director Corporate & Community Services
AUTHOR: Steve Pryor - Director Corporate & Community Services

PURPOSE

The purpose of this report is to consider a request from Merriwa Central School to waive fees associated with hiring the Merriwa School of Arts for the annual Little Sprouts Community Reading Day.

RECOMMENDATION

That Council provide a donation to the value of the fees of $173 being the fees applicable for the hire of the Merriwa School of Arts on 26 August 2016.

BACKGROUND

Merriwa Central School has written to Council requesting that the fees applicable for hiring the Merriwa School of Arts on 26 August 2016 be waived. Merriwa Central School organises an annual Little Sprouts Community Reading Day where students from surrounding schools come together to read with members of the community at local businesses and take part in various activities. They are hosting 250 children and providing recess, lunch, activities and books for all participants.

REPORT/PROPOSAL

Council has previously supported the event over a number of years. The school is happy to provide acknowledgement of Council’s assistance at the event.

OPTIONS

1. Accept the recommendation and provide donation.
2. Amend the recommendation and provide an alternative amount.
3. Reject the recommendation and not provide a donation.

CONSULTATION

- Director Corporate & Community Services.

STRATEGIC LINKS

a. Community Strategic Plan 2013+

SOCIAL

2) Promote wellbeing though health, education, recreation and culture for a healthy, vibrant and fulfilling life for our community.
7. Facilitate healthy lifestyles through participation by and in partnership with the community in sports and cultural activities.
b. Delivery Program

To promote and financially support cultural activities in the Shire and encourage civic pride.

c. Other Plans

Nil

**IMPLICATIONS**

a. Policy and Procedural Implications

The request falls within sections 4(b) and (c) of the Grants and Subsidies Policy as it both promotes an event for a local town and the Shire as a whole.

It fall outside of the policy however, due to the value and is accordingly referred to Council for determination.

b. Financial Implications

This request is applicable to the 2016/17 Budget. The proposed donation of $173 is available under that budget.

c. Legislative Implications

Nil

d. Risk Implications

All events require a risk evaluation to be undertaken prior to the event.

e. Other Implications

Nil

**CONCLUSION**

The recommendation is to provide assistance to the Merriwa Little Sprouts Community Reading Day to be held on 26 August 2016 at the Merriwa School of Arts.

**ATTACHMENTS**

1. Merriwa Central School - Booking Merriwa School of Arts - Friday 26 August 2016 - Request Council donate hall hire fees

RESOLVED that Council provide a donation to the value of the fees of $173 being the fees applicable for the hire of the Merriwa School of Arts on 26 August 2016.

Moved: Cr D Peebles  
Seconded: Cr R Campbell  
CARRIED
3 August 2016

Mr Waid Crockett
General Manager
Upper Hunter Shire Council
PO Box 111
MERRIWA NSW 2329

Dear Mr Crockett,

I am writing to confirm the booking for the use of the School of Arts for the annual Little Sprouts community reading day. I have already made a tentative booking by phone for the day.

We would like to book the hall for the whole day on Friday 26 August 2016. We will also require the use of the kitchen.

Given Little Sprouts is a community event, we request the council make a donation to cover the expense of the hall hire.

If you require more information please do not hesitate to contact me on 6548 2101.

Thank you for your assistance, we look forward to hearing from you.

Yours faithfully,

Darren Noonan
Principal

Megan Sinderberry
Assistant Principal
G.08.6 COUNCIL REQUEST FOR ASSISTANCE WITH LEGAL COSTS

RESPONSIBLE OFFICER: Steve Pryor - Director Corporate & Community Services

AUTHOR: Steve Pryor - Director Corporate & Community Services

PURPOSE

The purpose of this response is to consider a request which has been made by Cowra Shire Council and endorsed by Local Government NSW for assistance with legal costs in regard to defending an appeal matter relating to the interpretation of councils’ powers under the Local Government Act NSW (the Act) and councils’ ability to rely on the Act to issue notices and orders where animal welfare issues are not covered by other laws.

RECOMMENDATION

That Council support Local Government NSW and contribute $402.22 to Cowra Council.

BACKGROUND

Local Government NSW has sought Council’s financial support for Cowra Council in relation to legal costs. The request is for a voluntary contribution of $402.22 including GST and has been approved by Local Government NSW under its Legal Assistance Policy.

REPORT/PROPOSAL

Cowra Council is involved with a legal matter which may affect the ongoing interpretation of the Local Government Act 1993 (LG Act). Cowra Council is the respondent in an appeal in the Land and Environment Court. The Application Class 2 appeal is against Orders issued by Council under item 18 of s124 of the LG Act, to reduce the number of cats kept on a property in the Cowra Shire from up to 200 to 33 based on an Animal Behaviourist Report and an Odour Report commissioned by Cowra Council.

The Land and Environment Court has agreed that councils should be able to issue orders under section 124 of the Act and the judgement can be viewed via that Court’s website – the citation is McCudden v Cowra Shire Council [2016] NSWLEC 14.

Financial contributions are now being sought from councils as the Land and Environment Court has resolved this matter and the costs of the proceedings have been determined.

There is no obligation for a council to provide assistance.

OPTIONS

1. Endorse the recommendation.
2. Decline the recommendation.

CONSULTATION

- Local Government NSW
- NSW Council
- Director Corporate & Community Services
- Director Environmental and Customer Service
STRATEGIC LINKS

a. Community Strategic Plan 2013+
   CIVIC LEADERSHIP
   7) Provide community leadership through open, accountable and efficient governance.

b. Delivery Program
   To effectively and efficiently manage the business of Council within its charter.

c. Other Plans
   Nil

IMPLICATIONS

a. Policy and Procedural Implications
   Requests for legal assistance from other Councils is not covered under Council's donation policy.

   Council has provided assistance in the past where the matter has been approved by Local Government NSW (or the former associations) under their Legal Assistance Policy and the matter could have some future implications on Council.

b. Financial Implications
   A total of $402.22 including GST will not impact Council's donation budget, where the funds are available.

c. Legislative Implications
   Council relies on the Local Government Act 1993 to issue notices and orders where animal welfare issues are not covered by other laws.

d. Risk Implications
   N/A

e. Other Implications
   Nil

CONCLUSION

That financial assistance be provided as recommended by Local Government NSW to Cowra Council.

ATTACHMENTS

1 Local Government NSW - Request for Legal Assistance - McCudden v Cowra Shire Council - Tax Invoice Attached Should Council Wish to Contribute - 20/07/16

RESOLVED that Council support Local Government NSW and contribute $402.22 to Cowra Council.

Moved: Cr K Fisher  Seconded: Cr L Driscoll  CARRIED
Our ref: R00/0240-02-out 24866

20 July 2016

Mr Waid Crockett
General Manager
Upper Hunter Shire Council
PO Box 208
Scone NSW 2337

Dear Mr Crockett,

Request for Legal Assistance – Cowra Shire Council

On 23 February 2016, councils were advised that the Local Government New South Wales Board approved an application made by Cowra Shire Council for legal assistance to defend an appeal matter under the LGNSW Legal Assistance Policy & Guidelines. The LGNSW Board considered that this matter to be of importance to all local government throughout NSW as the appeal relates to the interpretation of councils’ powers under the Local Government Act NSW (the Act) and councils’ ability to rely on the Act to issue notices and orders where animal welfare issues are not covered by other laws.

The Land and Environment Court has agreed that councils should be able to issue orders under section 124 of the Act and the judgment can be viewed via that Court’s website – the citation is McCudden v Cowra Shire Council [2016] NSWLEC 14.

Financial contributions are now being sought from councils as the Land and Environment Court has resolved this matter and the costs of the proceedings have been determined.

You are reminded that there is no obligation for a council to provide assistance. If Council chooses not to provide assistance, the attached invoice can be disregarded.

Please do not hesitate to contact me on (02) 9242 4142 if you have any questions on this matter.

Yours sincerely,

Bruce McCann
Legal Officer

UPPER HUNTER SHIRE COUNCIL

29 JUL 2016
Referred to Waid
For action
**Tax Invoice**

<table>
<thead>
<tr>
<th>Item Code</th>
<th>Description</th>
<th>Invoice Quantity</th>
<th>Price Per</th>
<th>GST</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>LEGA</td>
<td>Legal Assistance Cowra Council for legal costs incurred by Council (refer attached letter)</td>
<td>1</td>
<td>365.65</td>
<td>36.57</td>
<td>402.22</td>
</tr>
</tbody>
</table>

**Terms:** 30 Days Invoice Date

**Total includes GST of** 36.57

**Total** 402.22

Payment to: Local Government NSW  BSB: 062005  Account No. 00090198
REQUEST TO WAIVE FEES - MERRIWA JUNIOR CAMPDRAFT & FETE DAY

RESPONSIBLE OFFICER: Steve Pryor - Director Corporate & Community Services

AUTHOR: Steve Pryor - Director Corporate & Community Services

PURPOSE

Council has provided assistance in the past to St Joseph’s P&F Association by providing the use of Council’s facilities at no charge. A request has been made for the waiving of fees for the event to be held 30 June – 2 July 2017.

RECOMMENDATION

That Council provide a donation to the St Joseph’s Primary School Merriwa Junior Campdraft & Fete Day, to the value of the ground fees applicable totalling $265 for use of the Merriwa Showground between 30 June and 2 July 2017.

BACKGROUND

Council has provided use of the Merriwa Showground at no cost for past annual campdrafts. The 2014 Junior Campdraft and Fete day is the major fundraiser for St Joseph’s Primary School Merriwa, and proceeds from the event will be directed to upgrades to school resources.

REPORT/PROPOSAL

A Junior Campdraft and Fete Day will be held at Merriwa Showground between 30 June and 2 July 2017. The event is set to attract over 200 competitors plus their supporters from around the Hunter Valley, Northern Tablelands and Western regions, all of whom will have the opportunity to provide additional trade to local businesses over the weekend.

It is proposed to support this event, which adds to the local economy.

OPTIONS

1. Provide a donation to the value of the fees chargeable.
2. Decline the request and charge the event as per the adopted fees and charges.

CONSULTATION

- Director Corporate and Community Services

STRATEGIC LINKS

a. Community Strategic Plan 2013+

SOCIAL
1) Support families, the disadvantaged, young people and the aged for an equitable and caring society.
2) Promote wellbeing through health, education, recreation and culture for a healthy, vibrant and fulfilling life for our community.
ECONOMIC
6) Maintain and enhance civil infrastructure and community assets to meet the needs of current and future generations.

b. Delivery Program
- Facilitate partnerships which create and support a caring community.
- Facilitate healthy lifestyles through participation by and in partnership with the community in sports and cultural activities.

c. Other Plans
Nil

IMPLICATIONS
a. Policy and Procedural Implications
Nil

b. Financial Implications
The current DPOP has funds available within the donations/sponsorship budget. Under the preferred option, the financial implications will be $265 from this budget.

c. Legislative Implications
Nil

d. Risk Implications
All events require a risk evaluation to be undertaken prior to the event.

e. Other Implications
Nil

CONCLUSION
The recommendation is to provide a donation to the Merriwa Campdraft to the value of the fees payable for the use of the Merriwa Showground between 30 June and 2 July 2017.

ATTACHMENTS
1 St Josephs Merriwa - Junior Campdraft and Fete Day Request

RESOLVED that Council provide a donation to the St Joseph’s Primary School Merriwa Junior Campdraft & Fete Day, to the value of the ground fees applicable totalling $265 for use of the Merriwa Showground between 30 June and 2 July 2017.

Moved: Cr D Peebles  Seconded: Cr L Driscoll  CARRIED
St. Joseph's P&F Association

PO Box 23
Merriwa NSW 2329

De Patterson ph: 0416 194 501

Upper Hunter Shire Council
Attention: General Manager
3rd July 2016

Dear Sir,

St Joseph’s Primary School Merriwa P & F Association would like to book the Merriwa Showground for ST JOSEPH’S PRIMARY SCHOOL MERRIWA JUNIOR CAMPDRAFT AND FETE DAY as a major fundraiser for St Joseph’s Primary School Merriwa. Proceeds will be directed towards the school and contribute to the upgrade of school resources. We would like to invite you to become a sponsor for this event which will benefit the students of St Joseph’s Primary School Merriwa, as well as the Merriwa community.

This event will attract over 200 competitors plus their supporters from around the Hunter Valley, Northern Tablelands and Western regions. This exciting event is proposed to be held Merriwa Showground on Saturday 1st July 2017. Children under 21 years of age will compete in campdraft events, as well as riding and sporting events. There will also be family campdraft event for adults to compete in. Sporting events like this will bring many people into our community and as a consequence, we expect an economic input to the Merriwa area. Local businesses will have the opportunity for additional trade and the public have free entry to enjoy the fun of the competition.

We are hoping that you would waive the Showground Hire costs for our event.

Showground Booking:
When: Friday 30th June - Sunday 2nd July
Why: St Joseph’s P&F Junior Campdraft and Fete Day

We look forward to hearing from you with regard to this matter.

Regards

De Patterson
Committee Secretary
St Joseph’s Primary School
END OF TERM REPORT

RESPONSIBLE OFFICER: Waid Crockett - General Manager
AUTHOR: Melinda Curtis - Corporate Planner

PURPOSE

The purpose of this report is to present the End of Term Report to Council for their consideration. Council is required to undertake their planning and reporting activities in accordance with the Local Government Act 1993 and the Local Government (General) Regulation 2005.

RECOMMENDATION

That Council endorse the End of Term Report 2012-2016.

BACKGROUND

Local Governments in NSW are required to undertake their planning and reporting activities in accordance with the Local Government Act 1993 and the Local Government (General) Regulation 2005. In 2009 the Local Government Act was amended to create an Integrated Planning and Reporting (IP&R) requirement. A requirement under this framework is the production of an End of Term Report every four years and it must be tabled at the last meeting of the outgoing Council and included in the annual report due 30 November.

A greater emphasis is placed on longer term planning with key elements including a Community Strategic Plan setting out the strategic directions (minimum of 10 years), Delivery Program outlining how Council will deliver on these directions (4-year period) and an annual Operational Plan. As at 30 June 2012 NSW Councils are required to be working within the IP&R Framework.

REPORT/PROPOSAL

A requirement under the IP&R framework is the production of an End of Term Report every four years presented to the outgoing Council. This Report outlines Council’s progress in implementing our Upper Hunter Shire Council Community Strategic Plan (CSP) 2013+.

The End of Term Report 2012-2016, which has been circulated to Councillors under separate cover, is framed around Upper Hunter Shire’s 4 Key Focus Areas, 8 Goals and 28 Community Strategic Objectives. Each Goal is outlined in its own report card, including highlights of achievements and progress Council has made through its Delivery Program and Operational Plans between 2012 and 2016 against each of the 28 Community Strategic Objectives (CSOs). The achievements included in the report directly relate to Council’s progress in implementing the Community Strategic Plan over the four years and what has been the results for the Community and Council as a result of the activities undertaken.

Although the End of Term Report is a requirement, this report has been produced with the aim of also making it a practical and easy to read resource for the Community. The document can be read in a variety of ways depending on interest, including:

- Review the whole report;
- Focus on the highlights and review these only; and
- Focus on a particular goal and review whichever ones are of particular interest.
The Report also advises the Community that we are starting the development of our Community Strategic Plan (CSP) 2027. This opens the way for Council and the Community to have important discussions about funding priorities, service levels and preserving local identity and to plan in partnership for a more sustainable future. The engagement of the Community is critical to help frame the conversation and to identify what issues need to be explored.

The first step will be the development of the CSP Engagement Strategy, which will outline how we will engage with the community to produce the new Community Strategic Plan. It will state how we are to have these discussions, with whom and what the intended outcomes will be. Put simply, it will outline how the Community can be involved in this very important process.

**OPTIONS**

Consistent with legislation there is only one option, that the End of Term Report be tabled at the last meeting of Council.

**CONSULTATION**

- Councillors
- Staff
- Managers
- Directors

Feedback was received during the consultation stage and changes made to the draft End of Term Report distributed for comment on the 29 July 2016. The changes included photos being moved and replaced, corrections and additional information included on the Key Focus Area heading pages.

**STRATEGIC LINKS**

a. **Community Strategic Plan 2013+**

The End of Term Report outlines Council’s progress in implementing our Upper Hunter Shire Council Community Strategic Plan 2013+.

b. **Delivery Program**

The Report shows Progress Council has made through its Delivery Program and Operational Plans between 2012 and 2016 against each of the 28 Community Strategic Objectives (CSOs).

c. **Other Plans**

All Council plans link into the Community Strategic Plan 2013+, which is summarised in this Report.

**IMPLICATIONS**

a. **Policy and Procedural Implications**

With the completion of this Report, Council has met its requirements to date consistent with the IP&R Framework.
b. Financial Implications

Tabling the End of Term Report has no financial implications.

c. Legislative Implications

Legislative responsibilities have been met with the production of the Report.

d. Risk Implications

Risk has been managed as we have met all requirements under the Local Government Act 1993 and the Local Government (General) Regulation 2005.

e. Other Implications

Nil

CONCLUSION

That the End of Term Report 2012-2016 be tabled by Council, therefore meeting our obligations under the Local Government Act 1993 and Local Government (General) Regulation 2005.

ATTACHMENTS

There are no enclosures for this report

RESOLVED that Council endorse the End of Term Report 2012-2016.

Moved: Cr D Peebles  Seconded: Cr L Driscoll  CARRIED
RESPONSES TO PREVIOUS QUESTIONS

RPQ.08.1  

RESPONSIBLE OFFICER:  Waid Crockett - General Manager  
AUTHOR:  Shinead Taylor - Governance & Executive Support Officer  

RECOMMENDATION  
For notation only.

BACKGROUND  
At the Ordinary meeting of Council on 25 July 2016 the following questions were asked:

Cr Maurice Collison  
Asked what is happening at the Muffet Street and Abattoirs intersection while waiting for the overpass near the saleyards.

Response:  The Director of Infrastructure Services advised that a geotechnical assessment and construction option estimates have been prepared. A meeting has been arranged with JBS to discuss the road/driveway options on 17 August 2016.

Cr Ron Campbell  
Could Council note that one of Council’s Community Services officers, Tash Taaffe, has coordinated the Arts & Cultural Planning Workshop and Cr Campbell encourages people to attend.

Response:  Noted.

Cr Lorna Driscoll  
Asked how long before Segenhoe Street at the Aberdeen Cemetery will be fixed as it is in poor condition and Cr Driscoll has received several complaints about it.

Response:  The Director Infrastructure Services advised that Council’s Works Delivery team and contractors recommenced work on this site on 25 July 2016. The expected completion date is the end of September 2016, weather permitting.

Cr Lee Watts  
1.  Asked for an update on the gully behind the RSL Club in Scone.

Response:  The Director Infrastructure Services advised that shopping trolleys and parts of shopping trolleys have been removed from the gully on two occasions. A title search was carried out on the land. The Land Titles office records show the land has been owned by Henry Murray since 1877, or his descendants who are unknown. Council staff and the RSL Club will monitor the site.

2.  Advised that her question last month regarding cardboard recycling was noted incorrectly in the Responses to Previous Questions report. Cr Watts said that her question was can Council look at providing a discount to businesses for recycling cardboard.
Response: The Director Infrastructure Services advised that Council staff are investigating recycling options at Scone Community Recycling Centre and other sites.

The answer to the previous question at June’s Council meeting advised “The cardboard recycling process is currently under review with the new Scone CRC and possible purchase of paper and cardboard compactor. Staff are also looking at what other local government areas do to manage commercial waste cardboard.” This may enable a reduction in commercial cardboard recycling costs.

Council’s current pricing policy on non-domestic waste management charges is full cost recovery. If Council wishes to provide a discount to businesses, this policy would need to be changed and funding sources identified.

The matter will also be referred to the Works & Technical Services Committee meeting for further consideration.

Cr Wayne Bedggood

 Asked that Main Street Scone outside the Court House be fixed. Cr Bedggood is concerned that an accident could occur at this section due to potholes and debris across the road.

Response: The Director Infrastructure Services advised that the potholes have been patched.

ATTACHMENTS

There are no enclosures for this report
COUNCILLORS QUESTIONS

Cr Ron Campbell

Asked for a timeline for maintenance of Flight Springs Road, Merriwa as it in a bad state of repair.

Response: The Director Infrastructure Services advised that this work is on the program to be done in the next 4 to 6 weeks, hopefully sooner.

Cr Lorna Driscoll

Asked how the work is going on Segenhoe Street, Aberdeen.

Response: The Director Infrastructure Services advised that he had visited the site that morning and it is expected to be completed in the next 4 to 6 weeks.

CLOSED COUNCIL

RESOLVED that Council move into Closed Council with the press and public excluded in accordance with Section 10(2)(c) of the Local Government Act 1993.

Moved: Cr M Collison  Seconded: Cr D Peebles  CARRIED
CONFIDENTIAL REPORTS

CR.08.1  UPPER HUNTER SHIRE LAND COMMITTEE

RESPONSIBLE OFFICER:  Waid Crockett - General Manager

AUTHOR:  Waid Crockett - General Manager

This matter is considered to be confidential under Section 10A(2) (c) of the Local Government Act, as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

RESOLVED that Council adopt the recommendations as outlined in the Confidential Report.

Moved:  Cr K Fisher  Seconded:  Cr M Collison  CARRIED

RETURN TO OPEN MEETING

RESOLVED that the meeting move back into Open Council.

Moved:  Cr D Peebles  Seconded:  Cr M Collison  CARRIED

The Mayor thanked the Councillors for their contribution over the last term and expressed his appreciation of how privileged he was to lead a group of like-minded people. The Mayor wished the Councillors good luck with the elections.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 5.55PM.