PRESENT:
Cr Wayne Bedggood (Mayor), Cr Maurice Collison (Deputy Mayor), Cr Sue Abbott, Cr James Burns, Cr Ron Campbell, Cr Lorna Driscoll, Cr Kiwa Fisher and Cr Lee Watts.

APOLOGIES:
RESOLVED that the apology received from Cr Josh Brown be received and leave of absence granted.

Moved: Cr J Burns Seconded: Cr K Fisher CARRIED

IN ATTENDANCE:
Mr Steve McDonald (General Manager), Mr Kristian Enevoldson (Director Corporate Services), Mr Mathew Pringle (Director Environmental & Community Services), Mr Nicholas Havyatt (Director Infrastructure Services), Mr Wayne Phelps (Finance Manager) Miss Madeline Kelaher (Communications Assistant) and Mrs Robyn Cox (Executive Assistant).

ADOPTION OF MINUTES:
RESOLVED that the minutes of the Ordinary Council Meeting held on 29 January 2019 be adopted.

Moved: Cr L Driscoll Seconded: Cr M Collison CARRIED

DECLARATIONS OF INTEREST:
G.02.2 Request for Donation – Merriwa Branch CWA
Cr Ron Campbell declared a non-pecuniary / significant interest for the reason that family members were recipients of the services of the Wangi Mens Shed organisation. Cr Campbell advised that he would leave the Chamber and take no part in discussion and voting.

G.02.4 Request for Donation – Merriwa Branch CWA – Dance the Drought Away
Cr Ron Campbell declared a non-pecuniary / significant interest for the reason that a family member is an office bearer of the Merriwa Branch CWA. Cr Campbell advised that he would leave the Chamber and take no part in discussion and voting.

I.02.1 Save Our Recycling Campaign Update
Cr Lee Watts declared a non-pecuniary / significant interest for the reason that she is a candidate for the upcoming election. Cr Watts advised that she would leave the Chamber and take no part in discussion and voting.

PUBLIC PARTICIPATION:
A.02.2 Presentation to Council – Chris Wilson
Mr Chris Wilson, World Champion 14-15 Division Bull Rider - 2018 National Rodeo Finals

A.02.3 Arts Upper Hunter – Presentation to Council
Mr Mark Reedman, Regional Arts Development Officer with Arts Upper Hunter

SCR.02.2 Development & Environmental Services Committee
DESC.02.3 Planning Proposal 3/2018 – Rezone Land at 2-4 Philip Street and 2 Muffett Street, Scone
Mr Hamish Le Poer Trench, Applicant
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NOTICES OF MOTION

NM.02.1  
**CLIMATE EMERGENCY**

**RESPONSIBLE OFFICER:**  
Steve McDonald - General Manager

**AUTHOR:**  
Robyn Cox - Executive Assistant

NOTICE OF MOTION

The following Notice of Motion was received from Cr Abbott:

*That Upper Hunter Shire Council recognise that we are in a state of climate emergency which requires urgent action by all levels of government including local councils.*

With the failure of state and federal governments to respond effectively to global warming, councils across Australia (and the world) are now playing a leading role in responding to global warming by setting safe climate goals and targets, by implementing local sustainable programmes, by advocating to state and federal governments, and by encouraging other councils to do the same. As local councillors we have a great opportunity to play a key role in building a state and then a national response to global warming.

RESOLVED

*That Upper Hunter Shire Council recognise that we are in a state of climate emergency which requires urgent action by all levels of government including local councils.*

With the failure of state and federal governments to respond effectively to global warming, councils across Australia (and the world) are now playing a leading role in responding to global warming by setting safe climate goals and targets, by implementing local sustainable programmes, by advocating to state and federal governments, and by encouraging other councils to do the same. As local councillors we have a great opportunity to play a key role in building a state and then a national response to global warming.

Moved:  Cr S Abbott  
Seconded:  Cr K Fisher  
CARRIED
MAYORAL MINUTES

A.02.1 SOCIAL JUSTICE ORATION

RESPONSIBLE OFFICER: Steve McDonald - General Manager
AUTHOR: Robyn Cox - Executive Assistant

RECOMMENDATION

That Council:
1. endorse, in principle, the introduction of an inaugural ‘Social Justice Oration’ in the name of a prominent woman from the Upper Hunter Shire, to coincide with International Women’s Day held in March each year;
2. receive a further report to the March 2019 meeting providing more details of the ‘Social Justice Oration’ proposal.

REPORT/PROPOSAL

Cr Abbott has put a proposal forward to introduce an inaugural “Social Justice Oration” to be named after a prominent woman from the Upper Hunter Shire with a guest speaker to deliver the speech as part of International Women’s Day which is being held on 8 March 2019.

International Women’s Day is celebrated annually on 8 March. It is a global day celebrating the social, economic, cultural and political achievements of women. The day also marks a call to action for accelerating gender parity.

The General Manager, Cr Abbott and I met on Tuesday, 19 February 2019 to further discuss the proposal of a “Social Justice Oration”. It was agreed that given the short time period to organise an event for this year’s International Women’s Day that it would be more appropriate to commence the activity in March 2020 should Council agree to the concept.

A further report will be provided to the March Council meeting providing more details of the ‘Social Justice Oration’ proposal and to set an appropriate date each year for the event should it go ahead.

OPTIONS

To endorse, amend or reject the recommendations.

ATTACHMENTS

There are no enclosures for this report

RESOLVED

That Council:
1. endorse, in principle, the introduction of an inaugural ‘Social Justice Oration’ in the name of a prominent woman from the Upper Hunter Shire, to coincide with International Women’s Day held in March each year;
2. receive a further report to the March 2019 meeting providing more details of the ‘Social Justice Oration’ proposal.

Moved: Cr S Abbott Seconded: Cr L Watts CARRIED
A.02.2  PRESENTATION TO COUNCIL - CHRIS WILSON

RESPONSIBLE OFFICER: Steve McDonald - General Manager

AUTHOR: Robyn Cox - Executive Assistant

RECOMMENDATION

That Council receive a presentation from Chris Wilson on his representation at the 2018 National Rodeo Finals in Las Vegas.

REPORT/PROPOSAL

Council provided a donation of $500 to Chris Wilson to assist him to travel to Las Vegas to represent Australia and the Upper Hunter at the 2018 National Rodeo Finals in December 2018. Chris was crowned the new World Champion 14-15 Division Bull Rider at these Finals after an 83-point ride.

Chris was selected to compete in the National Rodeo Finals after representing Australia at the 2018 National High School Rodeo Finals in Rock Springs, Wyoming in July 2018. Council provided Chris a donation of $500 to assist with his travel.

Chris has been invited to provide Council with a presentation of his achievements.

OPTIONS

Nil.

ATTACHMENTS

There are no enclosures for this report

RESOLVED

That Council receive a presentation from Chris Wilson on his representation at the 2018 National Rodeo Finals in Las Vegas.

Moved: Cr J Burns            Seconded: Cr M Collison            CARRIED
A.02.3 ARTS UPPER HUNTER - PRESENTATION TO COUNCIL

RESPONSIBLE OFFICER: Steve McDonald - General Manager

AUTHOR: Robyn Cox - Executive Assistant

RECOMMENDATION

That Council receive a presentation from Mark Reedman, Regional Arts Development Officer with Arts Upper Hunter.

REPORT/PROPOSAL

Arts Upper Hunter have requested to provide Council with a presentation outlining their activities for 2019.

OPTIONS

To receive the presentation.

ATTACHMENTS

There are no enclosures for this report

RESOLVED

That Council receive a presentation from Mark Reedman, Regional Arts Development Officer with Arts Upper Hunter.

Moved: Cr L Watts
Seconded: Cr L Driscoll
CARRIED
STANDING COMMITTEE REPORTS

SCR.02.1  FINANCE COMMITTEE

RESPONSIBLE OFFICER: Kristian Enevoldson - Director Corporate Services
AUTHOR: Wayne Phelps - Manager Finance

RECOMMENDATION

That Council endorse the minutes of the Finance Committee meeting held on 15 February 2019.

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

A meeting of the Finance Committee was held on Friday, 15 February 2019.

OPTIONS

1. endorse the minutes of the Finance Committee meeting held 15 February 2019.
2. amend the minutes of the Finance Committee meeting held 15 February 2019.
3. not endorse the minutes of the Finance Committee meeting held 15 February 2019.

CONSULTATION

- Director Corporate Services.
- General Manager

STRATEGIC LINKS

a. Community Strategic Plan 2027
   This report links to the Community Strategic Plan 2027 as follows:
   COMMUNITY LIFE
   Goal 8  Provide Community leadership
   CS30  Effectively and efficiently manage the business of Council, while encouraging an open and participatory Council with an emphasis on transparency, Community engagement, action and response.
   CS35  Develop and maintain effective reporting systems that enable Council to measure and report on performance.
   CS36  Effective management of risk underpins all Council decisions, service delivery and behaviours.
   CS37  Ensure long-term financial sustainability through short, medium and long term financial planning.

We are working to achieve the following Community Priorities:

Upper Hunter Shire Council demonstrates it is Fit for the Future and can meet all State Government indicators for financial stability.
b. **Delivery Program**
   - By providing Community leadership and to ensure the delivery of an efficient, effective local government service.
   - Through the implementation and monitoring of Council’s adopted Fit for the Future proposal.

c. **Other Plans**
   Nil

**IMPLICATIONS**

a. **Policy and Procedural Implications**
   Nil

b. **Financial Implications**
   Nil

c. **Legislative Implications**
   Nil

d. **Risk Implications**
   Nil

e. **Other Implications**
   Nil

**CONCLUSION**

The recommendation is to endorse the minutes of the Finance Committee meeting held on 15 February 2019.

**ATTACHMENTS**

1. Finance Committee - 15 February 2019 - Summary Minutes - attachments excluded

**RESOLVED**

That Council endorse the minutes of the Finance Committee meeting held on 15 February 2019.

Moved: Cr R Campbell  
Seconded: Cr J Burns  
CARRIED
PRESENT:
Cr Wayne Bedggood (Mayor), Cr Josh Brown and Cr Ron Campbell.

APOLOGIES:
RESOLVED that the apologies received from Cr Kiwa Fisher be accepted.
Moved: Cr Ron Campbell  Seconded: Cr Josh Brown  CARRIED

IN ATTENDANCE:
Cr Sue Abbott, Mr Steve McDonald (General Manager), Mr Kristian Enevoldson (Director Corporate Services), Mr Nick Havyatt (Director Infrastructure Services) and Mr Wayne Phelps (Manager Finance).

RESOLVED that the Minutes of the Finance Committee held on 18 January 2019 be adopted.
Moved: Cr W Bedggood  Seconded: Cr R Campbell  CARRIED

DECLARATIONS OF INTEREST:
Nil

FCR.02.1  FINANCIAL SUMMARY & INVESTMENT REPORT
RESPONSIBLE OFFICER: Kristian Enevoldson - Director Corporate Services
AUTHOR: Wayne Phelps - Manager Finance

RESOLVED
That the Committee:
1. Note the Fund and Function Summary Report;
2. Note the Cash and Investment Report;
3. Note the Responsible Officer’s Statement.

Moved: Cr W Bedggood  Seconded: Cr R Campbell  CARRIED

FCR.02.2  OPERATIONAL REPORT
RESPONSIBLE OFFICER: Kristian Enevoldson - Director Corporate Services
AUTHOR: Wayne Phelps - Manager Finance

RESOLVED
That the Committee:
1. Note the comments on the budget review by the managers/budget holders;
2. Adopt the requested variations as detailed in the budget review;
3. Note the Capital Budget Review by the managers/budget holders;
4. Note the comments on the Capital Budget Review by the managers/budget holders.

Moved: Cr W Bedggood  Seconded: Cr R Campbell  CARRIED
FCR.02.3  
**CONTRACTORS & EXPENSES REPORT**

**RESPONSIBLE OFFICER:** Kristian Enevoldson - Director Corporate Services  
**AUTHOR:** Wayne Phelps - Manager Finance

**RESOLVED**
That the Committee:

1. Note the Contractors Listing for the period;  
2. Note the Consultancy and Legal Expenses report for the period.

Moved: Cr R Campbell  
Seconded: Cr W Bedggood  
CARRIED

FCR.02.4  
**DONATIONS SUMMARY**

**RESPONSIBLE OFFICER:** Kristian Enevoldson - Director Corporate Services  
**AUTHOR:** Wayne Phelps - Manager Finance

**RESOLVED**
That the Committee note the Year to Date Donations summary for 2018/19.

Moved: Cr W Bedggood  
Seconded: Cr R Campbell  
CARRIED

FCR.02.5  
**RESPONSES TO PREVIOUS QUESTIONS**

**RESPONSIBLE OFFICER:** Kristian Enevoldson - Director Corporate Services  
**AUTHOR:** Wayne Phelps - Manager Finance

**RECOMMENDATION**
For notation only.

COUNCILLOR QUESTIONS

FCR0.2.1 Financial Summary & Investment Report

Financial Summary Overview

Mayor Bedggood noted the increase in the year to date variance had increased substantially which was due primarily to the delay in receiving invoices for works completed on the capital works program. If these invoice had been received what was the likely variation.

*Response: Finance Manager advised that the year to date variance would have reduced from $2.5m to $400k.*

FCR0.2.2 Operation Report

Non-Financial Information Overview

Mayor Bedggood noted that the Key Performance Indicators (KPI’s) off-track have remained constant over the last 3 month and whether there was likely to be a reduction over the period to June.
Response: Finance Manager advised that the KPI’s are likely to improve over the course of the next few months, however some KPI’s will remain off target for the remainder of the year due to unrealistic targets initially set or uncontrolled variables such as drought and economic downturns.

Response: Director Corporate Services further advised that these KPI’s will be reviewed during the 2020 budget preparation to ensure that they represent realistic and meaningful measures for the Council and community as a whole.

Fleet Management

Cr Campbell enquired whether council includes local suppliers within its tendering processes for fleet acquisitions.

Response: Finance Manager advised that opportunity is given to suppliers both local and outside the shire when a tender is issued by Council. Council does however utilize the State contracts for procurement for machinery that is specialized and supplied by predominantly major providers within the industry such as dozers, graders and rollers etc., however if a local provider is an agent or can supply equipment being sought then a tender is called allowing them the opportunity to compete for the contract.

Response: Director Corporate Service also advised that Council does have a policy for local suppliers which allows a 10% price variance to assist local suppliers.

Revenue Services

Mayor Bedggood enquired what the process for allowing arrangement for accounts receivables and what is the process to instigate recovery if required.

Response: Director Corporate Services advised that Council has policies for certain types of receivables allowing arrangements to repay debts such as Kerb & Gutter and Footpaths however those debtors outside arrangements are required to be approved by the appropriate delegated Council officer through application made to council through hardship policy. Council maintains a process of actions taken to recover outstanding debts which are reminder notices, phone call request to ultimate recovery action through a recovery agency.

Community Services – Gummun Place Aged Care

Cr Campbell asked for an update as to the position of the Department of Aged Care compliance audit was.

Response: General Manager advised that a meeting was held between Council and the Department of Health regarding the outcomes of the recent audit process. This outcome outlined that the facility was still has 2 non-compliant issues to resolve out of 44 total compliance requirements. It is noted that the 2 non-compliant issues are relating to documentation and not actual residential care.

Cr Abbott enquired whether the facility was at risk.

Response: General Manager advised that he was confident that these issues would be resolved and the facility would not be at risk.

Response: Director Corporate Service further advised that the facility currently has a 97% satisfaction rating from residents which is not taken into account with the compliance issues raised.

Cr Brown stated that the ongoing Royal Commission into the sector has highlight issues which small facilities are having to increase standards to meet requirements which is costly and difficult for these facilities.

Cr Abbott enquired whether Council will continue to hold the license for operating the facility.

Response: General Manager advised yes.
Youth Centre – Gymnasium

Cr Abbott enquired what is happening with the project at the youth centre.

Response: Director Infrastructure advised that the project is under the Stronger Country Community Fund grant application and will entail refurbishment of the back shed at the Scone Youth Centre including lining of walls, floors etc.

Caravan Park & Camping Grounds

Cr Campbell enquired whether the patronage at the Merriwa Caravan Park had increased following the amenity upgrade works in 2018.

Response: Director Corporate Services advised that according to the KPI data received the actual attendance at the caravan park was above last year’s actual attendances at the same point in time, however both actual were below the budgeted target set for 2019 which may seem an unrealistic target set.

Cr Abbott enquired why the camping ground numbers were very low and also what was the situation with water supply at the grounds.

Response: Director Corporate Services advised that Council was having some issues with data from a camping ground caretaker who is no longer engaged by Council. A new caretaker has been engaged which should provide improved data collection.

Response: Director Infrastructure Services advised that Council had commenced trucking water to the grounds.

Real Estate

Cr Brown enquired if any further progress has been made with securing a Doctor for Murrurundi.

Response: General Manager advised that an “Expression of Interest” has been issued for a potential resident doctor at Murrurundi which will close soon. Currently in the short term a locum doctor is at the surgery.

Stormwater

Mayor Bedggood enquired whether Council has a maintenance plan in place for the cleanout of the stormwater drains before major storm event occur.

Response: Director Infrastructure Services advised that considerable planning works have been undertaken with CCTV footage obtained across the network. Initial review indicates that considerable renewal works will be required for some stormwater drains as they have collapsed. Final review and programming of both maintenance and renewal works will occur in the short term.

Street Lighting

Cr Campbell followed up on his previous enquiry as to the progress of the Street Lighting issues at Vennacher St Merriwa.

Response: General Manager advised that this application is with Ausgrid to complete the maintenance works. Council will further enquire as to their progress.

Animal Control

Cr Campbell enquired if Council was reviewing the staffing of their compliance officers given the recent short term employment of the new officer.
Response: General Manager agreed that Council was having some difficulty in recruitment of the vacant compliance officer role. Unfortunately, the recent compliance officer’s departure was unexpected and due to some family issues. Council has re-advertised for the role.

Sporting Grounds and Venues

Cr Campbell enquired whether Council was required to provide insurance over the Merriwa Race Course Facility.

Response: Taken on Notice

LG Enforcements

Mayor Bedggood enquired whether Council could be possibly deemed as liable for a pool tragedy if it is not undertaking Swimming Pool Inspections within the required time period given that the actual inspections are lower than the current target.

Response: Taken on Notice

Public Libraries

Cr Abbott raised the concern that collation of the library loan data may not be correct based on the possibility that the digital loans (i.e. E-books) are not being recorded in the statistics.

Response: Director Corporate Services advised that library staff will review the statistics and if digital borrowings aren’t included that from the March finance meeting an updated KPI will include both the physical and digital borrowings.

Swimming Pools

Cr Abbott enquired, noting the problems with securing data for swimming pool numbers, whether Council will run the operations of its pools again.

Response: General Manager advised that the majority of Councils now have pool operations contracted to third parties due to the seasonal nature of the industry with the possible exceptions to these being indoor aquatic centres. Council is currently in its 2nd year of a 3 year contract (plus a 2 year option) with its current provider. Consideration on how the pools operate into the future will be considered when the before the pool season contracted terms expires.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 11.05am
RECOMMENDATION

That Council:

1. endorse the minutes of the Development & Environmental Services Committee meeting held on 12 February 2019.
2. DESC.02.1 - adopt the Upper Hunter Development Control Plan (Amendment No. 1) 2015 as amended.
3. DESC.02.2 - approve Development Application No. 170/2018 for dwelling alterations and the construction of a shed at 17 Towarri St, Scone, subject to the conditions of consent in Attachment 2 and for the reasons listed in Attachment 3.
4. DESC.02.3 –
   a) support Planning Proposal 3/2018 to amend the Upper Hunter Local Environmental Plan 2013 to rezone Part Lots 101 and 102 DP 1074572 and Lots 2 and 3 DP 29080, 2-4 Philip Street and 2 Muffett Street, Scone from R1 General Residential and RE2 Private Recreation to IN1 General Industrial and RE2 Private Recreation.
   b) forward the planning proposal to the NSW Minister for Planning for a gateway determination pursuant to Section 3.34 of the Environmental Planning and Assessment Act 1979.

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 & Environmental Services Committee was held on Tuesday, 12 February 2019.

REPORT/PROPOSAL

In relation to Item DESC.02.1, the Committee recommended the adoption of the Upper Hunter Development Control Plan (Amendment No. 1) 2015 as amended.
Concerns were raised by the Committee in relation to soil salinity and groundwater at the proposed St Aubins Estate site. These matters will be assessed in detail as part of the development application for the subdivision.

In relation to Item DESC.02.2, the Committee unanimously supported the recommendation to approve Development Application No. 170/2018 for dwelling alterations and the construction of a shed at 17 Towarri St, Scone, subject to conditions of consent.

In relation to Item DESC.02.3, the Committee recommended that Council support Planning Proposal 3/2018 and forward the proposal to the NSW Minister for Planning for a gateway determination. It is noted that Cr Abbott did not support the recommendation due to the loss of residential land and potential impacts on residents in Philip Street.
RESOLVED That Council:

1. endorse the minutes of the Development & Environmental Services Committee meeting held on 12 February 2019.
   
   Moved: Cr K Fisher  
   Seconded: Cr J Burns  
   CARRIED

The DIVISION was taken and the names of the Councillors voting FOR and AGAINST were as follows:

FOR: Councillor Abbott, Councillor Bedggood, Councillor Burns, Councillor Campbell, Councillor Collison, Councillor Driscoll, Councillor Fisher, Councillor Watts  
AGAINST: Total (8)

2. DESC.02.1 - adopt the Upper Hunter Development Control Plan (Amendment No. 1) 2015 as amended.
   
   Moved: Cr K Fisher  
   Seconded: Cr J Burns  
   CARRIED

A DIVISION was taken and the names of the Councillors voting FOR and AGAINST were as follows:

FOR: Councillor Bedggood, Councillor Burns, Councillor Campbell, Councillor Collison, Councillor Driscoll, Councillor Fisher, Councillor Watts  
AGAINST: Councillor Abbott  
Total (7)  Total (1)

3. DESC.02.2 - approve Development Application No. 170/2018 for dwelling alterations and the construction of a shed at 17 Towarri St, Scone, subject to the conditions of consent in Attachment 2 and for the reasons listed in Attachment 3 to the report.
   
   Moved: Cr J Burns  
   Seconded: Cr R Campbell  
   CARRIED

The DIVISION was taken and the names of the Councillors voting FOR and AGAINST were as follows:
4. DESC.02.3 –
   a) support Planning Proposal 3/2018 to amend the Upper Hunter Local Environmental Plan 2013 to rezone Part Lots 101 and 102 DP 1074572 and Lots 2 and 3 DP 29080, 2-4 Philip Street and 2 Muffett Street, Scone from R1 General Residential and RE2 Private Recreation to IN1 General Industrial and RE2 Private Recreation.
   b) forward the planning proposal to the NSW Minister for Planning for a gateway determination pursuant to Section 3.34 of the Environmental Planning and Assessment Act 1979.

Moved: Cr M Collison     Seconded: Cr R Campbell  CARRIED

The DIVISION was taken and the names of the Councillors voting FOR and AGAINST were as follows:

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<th>FOR</th>
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<td>Councillor Bedggood</td>
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MINUTES OF THE DEVELOPMENT & ENVIRONMENTAL SERVICES COMMITTEE OF UPPER HUNTER SHIRE COUNCIL HELD ON TUESDAY 12 FEBRUARY 2019 IN THE BARRY ROSE ROOM COMMENCING AT 10.00am

PRESENT:
Cr Kiwa Fisher (Chair), Cr Sue Abbott, Cr Ron Campbell

APOLOGIES:
Cr Lee Watts

Moved: Cr Campbell  Seconded:  Cr Abbott    CARRIED

IN ATTENDANCE:
Cr Maurice Collison, Mr Mat Pringle (Director Environmental & Community Services), Ms Kristy Stevenson (Administration Assistant), Mr Hamish Trench

DECLARATIONS OF INTEREST:
Nil

PUBLIC PARTICIPATION:
Mr Hamish Trench spoke in relation to DESC.02.3 - Planning Proposal 3/2018

SITE INSPECTIONS:
Nil

BUSINESS ITEMS:

DESC.02.1 Upper Hunter Development Control Plan 20151 – Amendment No.1 St Aubins Estate

M Pringle advised that following the Development and Environmental Services Committee meeting held on the 13th November 2018 and subsequent Council meeting on 23rd November 2018, the draft Development Control Plan (DCP) for St Aubins Estate has been amended and resubmitted.

As part of the amended DCP, open space (parks) are provisioned with public amenities including toilets, playground equipment and tables and seating. Road widths have also been widened to accommodate on-street car parking.

Cr Abbott expressed concern that the time for community comment coincided with the summer holiday period which could have impacted the public's ability to enter submissions. Cr Abbott also voiced unease regarding the suitability of the site given the high soil salinity levels in the area and the potential impacts of the development on groundwater. Cr Abbott questioned the need for a development of the size proposed stating that it is debatable as to whether Scone services could handle an additional 400 homes and suggested that perhaps the development be presented to the Regional Planning Panel in stages.

In response to the issues raised by Cr Abbott, M Pringle advised that this proposal was placed on public exhibition from the 18th January 2018 to the 16th February 2018 chiefly outside the school holiday period. The draft DCP had also been presented to the Committee on numerous occasions.
M Pringle also assured the committee that salinity and groundwater impacts would be thoroughly assessed as part of the development application process. He also noted that the area of land had been specifically zoned for this purpose and that the proposal was simply to amend the DCP to allow for changes to the subdivision layout and design controls.

Cr Fisher also raised concerns regarding salinity issues with M Pringle advising that he was currently in search of grants that may be available to facilitate a salinity research study.

Cr Campbell was in favour of a well-designed and organised development rather than employing a disjointed approach. Cr Campbell is of the opinion that salinity should be able to be contained through various processes such as increased vegetation and was confident that such practices would be detailed as part of the assessment. Cr Campbell is confident that such developments would be of significant benefit to Scone resulting in increased commerce and business and better services.

DESC.02.2 Development Application 170/2018 – Dwelling Alterations and Shed – 17 Towarri Street Scone

M Pringle provided a summary of the development application which involves the conversion of the existing garage into an additional bedroom and living space and the construction of a steel shed to the rear of the property. It was noted that a submission had been received from an adjoining property owner raising various issues with the proposal. The applicant has made several changes in response to the submission including decreasing the shed dimensions, not progressing with the construction of a driveway from the road to the new shed and retaining the existing driveway for car parking as per condition 16 of the recommended conditions of consent.

DESC.02.3 Planning Proposal 3/2018 – Rezone land at 2-4 Philip Street & 2 Muffett Street Scone

M Pringle reviewed a request from the registered owners of Lots 2 & 3 DP 29080, 4 Philip Street Scone to rezone the land from R1 General Residential to IN1 General Industrial. In addition, the owners of the adjoining block of land at Lot 101 DP 1074572 have expressed the wish to also rezone their property from R1 General Residential and RE2 Private Recreation to IN1 General Industrial to allow for future commercial/industrial development.

M Pringle detailed the nature of the site highlighting the heavy vehicle traffic accessing the industrial area via Muffett Street and the significant number of rail movements that occur daily on the Main Northern Railway line making the blocks highly undesirable for residential purposes. The rezoning would allow for mixed use commercial and industrial activities that are more appropriate with the character of the area and address the land use conflict currently occurring.

The rezoning of these blocks would eliminate the need for a buffer on Lot 101 DP 1074572 and instead it is proposed to rezone a strip of land 9m wide along the eastern boundary of Lot 3 DP 29080 from R1 General Residential to RE2 Private Recreation. Amendments to the minimum lot size, floor to space ratio building height will also ensure consistency with adjoining industrial land.

Mr H Trench addressed the committee members and advised that he had been liaising closely with M Pringle to address all initial issues regarding the rezoning with particular efforts made to minimise noise to the east of the property. This has included changing the layout of the shed, including an acoustic wall, altering parking design and provision of a landscaped buffer along the eastern boundary to further minimise noise.

In response to a query from Cr Collison, M Pringle confirmed that the owner of the adjoining property at 2 Muffett Street Scone was happy with the proposal as his land is heavily impacted by noise.

Cr Campbell enquired as to whether the blocks of land in question had already been purchased by the applicant to which M Pringle advised that they were purchased approximately 12 – 18 months ago with the understanding that they would need to be rezoned to allow for the operation of a diesel
mechanic business. Cr Campbell expressed his support for the proposal stating that development ultimately brings progress and economic growth.

Cr Abbott raised a number of concerns regarding the impact to the other residents in Philip Street. Cr Abbott highlighted two points within the planning proposal that state that the proposal is not in accordance with a strategy that is approved by the Secretary of the Department of Planning and Environment and also that the planning proposal is inconsistent with the terms of Direction 3.1 resulting in the prohibition of residential development on the subject land.

Cr Abbott also expressed concerns that the rezoning would result in industrial creep and impact the safety of children. She questioned why a diesel repair business needed to be based in a residential area when the industrial estate offered a practical alternative. Cr Abbott also enquired as to why Council is industrialising areas that were within easy walking distance to Kelly Street while pushing residential developments further from services.

M Pringle reiterated that the land was currently unsuitable for residential purposes and that the proposal would expand employment in Scone and facilitate future development and growth to the local economy.

Cr Collison enquired as to whether any submissions had been received from the community however, the proposal is yet to be advertised and will need to be submitted to the Department of Planning and Environment for a gateway determination.
DEVELOPMENT & ENVIRONMENTAL SERVICES COMMITTEE REPORTS

DESC.02.1 UPPER HUNTER DEVELOPMENT CONTROL PLAN 2015 - AMENDMENT NO. 1 ST AUBINS ESTATE

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

PURPOSE

The purpose of this report is to consider an amendment to the Upper Hunter Development Control Plan 2015 in relation to Part 13a St Aubins Estate (referred to as Amendment No. 1) following public exhibition.

RECOMMENDATION

That Council adopt the Upper Hunter Development Control Plan (Amendment No. 1) 2015 as amended.

BACKGROUND

On 22 November 2017 Council received a request by Charles David Pty Ltd to amend the Upper Hunter Development Control Plan 2015 (DCP) – Part 13a St Aubins Estate. The draft DCP was submitted concurrently with Development Application No. 163/2017 for a 423 lot residential subdivision at Lot 2 DP 1169320 Gundy Road Scone. Following public exhibition and internal consultation, the DCP was referred to the Development and Environmental Services Committee meeting held on 13 November 2018. The Committee raised issues in relation to road widths, inadequate public open space and the need for public amenities.

At the 23 November 2018 meeting, Council resolved to:

deferr the adoption of the Upper Hunter Development Control Plan (Amendment No. 1) 2015 until the following amendments are made:

a) increase the minimum road widths to accommodate on-street car parking;
b) include provisions requiring larger areas of open space with appropriate facilities and accessible public amenities;

REPORT/PROPOSAL

The draft Development Control Plan for St Aubins Estate has been amended such that the collector road has a total width of 20m (carriageway width 11m and verge width 4.5m) and the local roads have a total width of 18m (carriageway width 9m and verge width 4.5m). This is consistent with the requirements of the Council’s Engineering Guidelines for Subdivisions and Development and Part 3 of the Upper Hunter Development Control Plan 2015.

The area of the two areas of Open Space (Parks) has been increased to approximately 2,000m² (park adjacent to the drainage reserve) and 3,000m² (park located near southern boundary). In addition the DCP has been amended such as to require the provision of park public amenities including public toilets, playground equipment, and tables and seating (refer to Page 7 of the amended draft DCP – Attachment 1).

OPTIONS

1. That Council adopt the draft Upper Hunter Development Control Plan (Amendment No. 1) 2015, as amended.
2. That Council adopt the Upper Hunter Development Control Plan (Amendment No. 1) 2015 subject to further amendment.
3. That Council not adopt the Upper Hunter Development Control Plan (Amendment No. 1) 2015.

CONSULTATION

The draft Development Control Plan (DCP) was placed on public exhibition from 18 January 2018 to 16 February 2018. No submissions were received. Council officers were also consulted and the abovementioned issues were raised.

STRATEGIC LINKS

a. Community Strategic Plan 2027

This report links to the Community Strategic Plan 2027 as follows:

Goal 3 Protect the natural and built environment
- Ensure that all actions, decisions and policy response to natural hazards and climate change remain current and reflect capacity, community expectations and changes in environmental and climate change information.

Goal 4 Plan for a sustainable future

- Implement and regularly review Strategic Land Use Plans, Environmental Planning Instruments and Development Controls, which reflect the needs and expectations of the broad Community
- Plan, facilitate and provide for a changing population for current and future generations.
- Implement policies to ensure the protection of strategic agricultural lands, equine critical industry clusters, natural resources and heritage.

We are working to achieve the following Community Priorities:

b. Delivery Program

Assessment of the application is in accordance with the Town Planning Community Strategies: CS13 - Implement and regularly review Strategic Land Use Plans, Environmental Planning Instruments and Development Controls, which reflect the needs and expectations of the broad Community, and
CS14 – Provide efficient and effective advisory, assessment and regulatory services focused on being Customer ‘friendly’, responsive and environmentally responsible.

c. Other Plans

Nil
IMPLICATIONS

a. Policy and Procedural Implications

NA

b. Financial Implications

Nil

c. Legislative Implications

Section 3.43 of the Environmental Planning and Assessment Act 1979 allows Council to prepare a development control plan to provide guidance on the following matters to the persons proposing to carry out development in relation to: (a) giving effect to the aims of any environmental planning instrument that applies to the development, (b) facilitating development that is permissible under any such instrument, (c) achieving the objectives of land zones under any such instrument. The provisions of a development control plan made for these purposes are not statutory requirements.

d. Risk Implications

Nil

e. Other Implications

Nil

CONCLUSION

The UHDCP Amendment No. 1 will provide an alternative concept for the future development of St Aubins Estate (Lot 2 DP 1169320).

RECOMMENDATION

That Council adopt the Upper Hunter Development Control Plan (Amendment No. 1) 2015 as amended.

Moved: Cr Campbell  Seconded: Cr Fisher  CARRIED
DESC.02.2 DEVELOPMENT APPLICATION NO. 170/2018 - DWELLING ALTERATIONS AND SHED - 17 TOWARRI STREET, SCONE

RESPONSIBLE OFFICER: Mathew Pringle - Director Environmental & Community Services

AUTHOR: Lachlan Melichar - Health & Building Surveyor

PURPOSE

On 21 November 2018, Council received Development Application No 170/2018 for dwelling alterations and the construction of a shed at 17 Towarri St, Scone.

The application is being reported to the Development and Environmental Services Committee as one (1) submission has been received following notification of the application.

RECOMMENDATION

That Council approve Development Application No. 170/2018 for dwelling alterations and the construction of a shed at 17 Towarri St, Scone, subject to the conditions of consent in Attachment 1 and for the reasons listed in Attachment 2.

BACKGROUND

Application No: DA 170/2018
Applicant: P.B Eveleigh Plan Service
Owner: Mr B J Pittman & Mrs Z B Pittman
Proposal: Dwelling Alterations and Shed
Location: Lot 75 DP 262896, 17 Towarri Street, Scone
Lodged: 21 November 2018
Zone: R1 – General Residential

The subject lot has a history of residential use comprising an existing dwelling house.

REPORT/PROPOSAL

The proponent seeks the consent of Council for dwelling alterations and the erection of a steel shed, on a 902.5m², R1 – General Residential zoned lot known as 17 Towarri Street, Scone.

The site features little cross fall requiring minimal site preparation or earthworks, with existing improvements comprising a dwelling with an attached rear awning. The front setback of 9m and side setback of 1.3m will remain unaltered by the proposal.

The proposed dwelling alterations comprise the conversion of the existing attached garage into a fourth bedroom and living space, changes to fenestration to create windows servicing those areas, and the removal of an existing wall to create an open plan kitchen/living area.

The shed will be located in the south-westernmost corner of the property at a distance of 2.5m from the rear boundary and 900mm from the side (southern) boundary. This location is adjacent to the boundary riser, with the sewer main being located within, and servicing the subject property from, the adjoining lot at the rear.

The shed will measure 6x9m, with a peak height of 3.583m, comprising an enclosed section measuring 6x6m and an open bay/awning at the front measuring 3x6m.
Fenestration will comprise a window and door to the north-western facing façade, two conventional roller doors to the north-eastern façade and a small window to the south-western façade to service a sanitary facility.

The car parking spaces required for the dwelling are proposed to be retained within the 9x6m area of the existing driveway.

A submission has been received requesting Council to make a number of considerations when determining the development application. The submission does not expressly object to the proposal.

In response to the items listed in the submission, the applicant resolved to make concessions in an attempt to address the concerns raised, including a reduction in the size of the shed from 12x6m to the dimensions aforementioned; the deletion of the driveway; and, the proposed retention of the existing driveway for car parking.

Each item that is raised within the submission, is set out and addressed within the body of Attachment 2 – Planning Assessment Report.

**OPTIONS**

1. Approve Development Application No. 170/2018 for dwelling alterations and the construction of a shed at 17 Towarri St, Scone, subject to the conditions of consent in Attachment 1 and for the reasons listed in Attachment 2;

2. Refuse Development Application No. 170/2018 for dwelling alterations and the construction of a shed at 17 Towarri St, Scone, and state the reasons for refusal;

3. Defer Development Application No. 170/2018 for dwelling alterations and the construction of a shed at 17 Towarri St, Scone, pending the receipt of further information.

**CONSULTATION**

Surrounding properties were notified of the proposed development between 12 December 2018 and 9 January 2019.

One (1) submission was received by Council from an adjoining land owner. The issues raised in the submission are addressed in the attached report.

A copy of the submission is provided in Attachment 4 of this report.

**STRATEGIC LINKS**

a. Community Strategic Plan 2027

This report links to the Community Strategic Plan 2027 as follows:

Built and Natural Environment

Goal 4 - Plan for a sustainable future

- Implement and regularly review Strategic Land Use Plans, Environmental Planning Instruments and Development Controls, which reflect the needs and expectations of the broad Community.
• Provide efficient and effective advisory, assessment and regulatory services focused on being Customer ‘friendly’, responsive and environmentally responsible.
• Plan, facilitate and provide for a changing population for current and future generations.

We are working to achieve the following Community Priorities:

The recommendation to Council has been made with the above goals and priorities in mind.

b. Delivery Program
Assessment of the application is in accordance with the Town Planning Community Strategies:

CS13 - Implement and regularly review Strategic Land Use Plans, Environmental Planning Instruments and Development Controls, which reflect the needs and expectations of the broad Community, and
CS14 – Provide efficient and effective advisory, assessment and regulatory services focused on being Customer ‘friendly’, responsive and environmentally responsible.

c. Other Plans
NIL

IMPLICATIONS

a. Policy and Procedural Implications
NIL

b. Financial Implications
Development application fees totaling $615.00 have been paid by the applicant.

c. Legislative Implications
An assessment of the development application has been undertaken pursuant to Section 4.15 of the Environmental Planning and Assessment Act 1979 (see attached report). The proposed development is permissible with consent within the R1 – General Residential Zone.

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. There is also low risk that the applicant will appeal Council’s determination.
e. Other Implications

NIL

CONCLUSION

The application has been assessed as satisfactory against Section 4.15p of the Environmental Planning and Assessment Act 1979, Upper Hunter Local Environmental Plan 2013 and the Upper Hunter Development Control Plan 2015.

The proposal is unlikely to detract from the streetscape and locality or result in any significant adverse impacts, and is considered to be an appropriate form of development for the site and within the land use zone.

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

RECOMMENDATION

That Council approve Development Application No. 170/2018 for dwelling alterations and the construction of a shed at 17 Towarri St, Scone, subject to the conditions of consent in Attachment 1 and for the reasons listed in Attachment 2.

Moved: Cr Campbell          Seconded: Cr Fisher          CARRIED
Planning Proposal 3/2018 proposes to amend the Upper Hunter Local Environmental Plan 2013 to rezone Part Lots 101 and 102 DP 1074572 and Lots 2 and 3 DP 29080, 2-4 Philip Street and 2 Muffett Street, Scone from R1 General Residential and RE2 Private Recreation to IN1 General Industrial and RE2 Private Recreation.

**RECOMMENDATION**

That Council:
1. Support Planning Proposal 3/2018 to amend the Upper Hunter Local Environmental Plan 2013 to rezone Part Lots 101 and 102 DP 1074572 and Lots 2 and 3 DP 29080, 2-4 Philip Street and 2 Muffett Street, Scone from R1 General Residential and RE2 Private Recreation to IN1 General Industrial and RE2 Private Recreation.
2. Forward the planning proposal to the NSW Minister for Planning for a gateway determination pursuant to Section 3.34 of the Environmental Planning and Assessment Act 1979.

**BACKGROUND**

Council has received a request from the registered owners of Lots 2 and 3 DP 29080, 4 Philip Street Scone to prepare a planning proposal to rezone the land from R1 General Residential to IN1 General Industrial under the Upper Hunter Local Environmental Plan 2013. The owners are seeking to develop the land for the purpose of a vehicle repair station.

The owners of the adjoining Lot 101 DP 1074572, 2 Phillip Street, Scone have also expressed an interest in rezing their land from R1 General Residential and RE2 Private Recreation to IN1 General Industrial to allow development that is more appropriate for the site given its location and the fact that it is significantly impacted by rail movements and heavy vehicle traffic accessing the Scone Industrial Area on Muffett Street.

**REPORT/PROPOSAL**

The objective of this planning proposal is to rezone Part Lots 101 and 102 DP 1074572 and Lots 2 and 3 DP 29080, 2-4 Philip Street and 2 Muffett Street, Scone as follows:

- Rezone Part Lot 101 DP 1074572 from R1 General Residential and RE2 Private Recreation to IN1 General Industrial.
- Rezone Lots 2 and 3 DP 29080 from R1 General Residential to part IN1 General Industrial and part RE2 Private Recreation to allow the development of a vehicle repair station and establishment of a zone buffer. It is understood that the owner of Lots 2 and 3 operates a mobile vehicle repair service and seeks to develop a permanent base for the business to accommodate demand.
- Rezone Part Lot 102 DP 1074572 from RE2 Private Recreation to IN1 Industrial.
The land that is the subject of this planning proposal is located on the corner of Muffett and Phillip Streets, Scone and comprises a total area of approximately 2690m². The land has a very gentle gradient, is currently vacant and cleared and adjoins existing industrial development to the north, commercial development to the south, residential land to the east and the Main Northern Railway Line to the west, on the opposite side of Muffett Street.

The land is significantly impacted by rail movements and heavy vehicle traffic accessing the Scone Industrial Area on Muffett Street and therefore residential uses of the land are undesirable. The proposed rezoning will allow more appropriate uses of the land that are in keeping with the industrial and commercial character of the area.

In order to provide a buffer between future development on the land and adjoining residential development to the east, on Philip Street, it is proposed to rezone a strip of land along the eastern boundary of Lot 3 DP 29080 from R1 General Residential to RE2 Private Recreation. This would be consistent with an existing buffer which separates the existing residential zone from the general industrial zone to the north. As the proposed zoning of the land would be consistent with the IN1 General Industrial zone to the north, the buffer immediately to the north of Lots 2 and 3 (and within Lot 101) would become redundant and is therefore proposed to be rezoned to IN1 General Industrial.

Conceptual plans have been prepared by the owners of Lots 2 and 3 DP 29080 to demonstrate how the land could be developed for the purpose of a vehicle repair station and ensure minimal impact on surrounding properties and compatibility with adjoining development and the streetscape. A copy of the conceptual plans are included in the planning proposal report provided in Attachment 1.

The proposal will have a net community benefit by providing additional employment land in a suitable location. The proposal will facilitate investment in Scone that will generate additional employment opportunities and have positive flow on effects for the local economy.

The proposal will facilitate future development that will reinvigorate and reinforce the entry to the Scone Industrial area and will reduce the potential for land use conflict by preventing future residential development in an inappropriate location.

Given the small area of land subject to the proposed rezoning, the proposal will have minimal impact on the overall supply of industrial land in Scone and other centres throughout the Upper Hunter Shire LGA.

The planning proposal is consistent with the Upper Hunter Land Use Strategy 2017, the Hunter Regional Plan, applicable State Environmental Planning Policies and the relevant Ministerial Directions under Section 9.1 of the Environmental Planning and Assessment Act 1979.

**OPTIONS**

1. Accept the recommendation that Council:

   (i) Support Planning Proposal 3/2018 to amend the Upper Hunter Local Environmental Plan 2013 to rezone Part Lots 101 and 102 DP 1074572 and Lots 2 and 3 DP 29080, 2-4 Philip Street and 2 Muffett Street, Scone from R1 General Residential and RE2 Private Recreation to IN1 General Industrial and RE2 Private Recreation.

   (ii) Forward the planning proposal to the NSW Minister for Planning for a gateway determination pursuant to Section 3.34 of the Environmental Planning and Assessment Act 1979.
2. Not support Planning Proposal 3/2018 to amend the Upper Hunter Local Environmental Plan 2013 for valid reasons.

CONSULTATION

To date, consultation has been undertaken with the Department of Planning and Environment and the registered owners of Lots 101 and 102 DP 1074572 and Lots 2 and 3 DP 29080, 2-4 Philip Street and 2 Muffett Street, Scone

STRATEGIC LINKS

a. Community Strategic Plan 2027

This report links to the Community Strategic Plan 2027 as follows:

Goal 4 – Plan for a Sustainable future.

CS13 “Implement and regularly review Strategic Land Use Plans, Environmental Planning Instruments and Development Control Plans, which reflect the needs and expectations of the broad community”

Goal 5 – A sustainable and prosperous economy.

CS19 “Encourage retail and commercial business to locate and prosper within our Shire”

CS20 “Encourage and support innovative industry and a diversity of businesses that provide a range of services and employment opportunities for current and future generations”

We are working to achieve the following Community Priorities:

Rural lifestyle and Country feel are valued and protected and the Upper Hunter Shire remains quiet, safe, healthy and welcoming.

A stronger economic base to attract and retain residents, particularly our young people.

b. Delivery Program

- Assessment of planning applications.
- Preparation of planning proposals, flood studies and associated management plans.

c. Other Plans

The Upper Hunter Land Use Strategy 2017 recognises that existing supplies of industrial lands in Scone and Aberdeen are expected to be capable of meeting demands for the next 5 years to 10 years, however some rationalisation of established industrial areas in both towns would improve interfaces to growing residential areas. In this regard, the proposal will rationalise land on the interface of an established industrial area to minimise potential land use conflict and ensure that future development is compatible with the character of the area. In this regard, it is considered that IN1 General Industrial is the most appropriate zoning for the subject land given the nature of surrounding development and its proximity to the Main Northern Railway line and the entry to the Scone Industrial Area.
Furthermore, the proposal is consistent with the objective of Strategic Direction 1.4: Urban employment lands and centres which is to provide an adequate supply of industrial land to meet demand for development and facilitate employment opportunities. In this regard, the proposal will increase available employment lands in an appropriate location within Scone.

**IMPLICATIONS**

a. **Policy and Procedural Implications**

NIL

b. **Financial Implications**

NIL

c. **Legislative Implications**

Section 3.31 of the Environmental Planning and Assessment Act 1979 provides that a local plan-making authority (which can be a Council) may make environmental planning instruments for the purpose of environmental planning. Section 3.34 of the Act provides after preparing a planning proposal, the planning proposal authority may forward it to the Minister.

d. **Risk Implications**

NIL

e. **Other Implications**

NIL

**CONCLUSION**

The planning proposal has been assessed as satisfactory against the *Upper Hunter Land Use Strategy 2017*, the *Hunter Regional Plan*, applicable State Environmental Planning Policies and the relevant Ministerial Directions under Section 9.1 of the Environmental Planning and Assessment Act 1979.

The proposal is considered appropriate having regard to the site context and suitability, the likely social, economic and environmental impacts and the interests of the broader community.

For the above reasons, the planning proposal should proceed.

**RECOMMENDATION**

That Council:

1. Support Planning Proposal 3/2018 to amend the Upper Hunter Local Environmental Plan 2013 to rezone Part Lots 101 and 102 DP 1074572 and Lots 2 and 3 DP 29080, 2-4 Philip Street and 2 Muffett Street, Scone from R1 General Residential and RE2 Private Recreation to IN1 General Industrial and RE2 Private Recreation.

2. Forward the planning proposal to the NSW Minister for Planning for a gateway determination pursuant to Section 3.34 of the Environmental Planning and Assessment Act 1979.

Moved: Cr Campbell      Seconded: Cr Fisher
The DIVISION was taken and the names of the Councillors voting FOR and AGAINST were as follows:

<table>
<thead>
<tr>
<th>FOR</th>
<th>AGAINST</th>
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<tbody>
<tr>
<td>Councillor Campbell</td>
<td>Councillor Abbott</td>
</tr>
<tr>
<td>Councillor Fisher</td>
<td></td>
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<td>Total (2)</td>
<td>Total (1)</td>
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</table>

COUNCILLOR QUESTIONS:

Cr Abbott

In relation to the referral of the Dartbrook Coal Mine modification to the Independent Planning Commission, Cr Abbott reiterated that she is vehemently opposed to mining in the shire and trusts that Council will make representations to the Commission affirming its opposition to the resumption of operations at Dartbrook Mine. M Pringle confirmed that Council is meeting with the Commission on the 4th March and will reiterate Council’s concerns with the modification application.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 10.50AM.
Identification of approved plans:

1. The development being carried out in accordance with the development application, the drawings referenced below and Statement of Environmental Effects dated 21 November 2018 except where amended by the conditions of consent.

<table>
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<tr>
<th>JOB REFERENCE NO</th>
<th>SHEET NO</th>
<th>REVISION NO</th>
<th>DRAWN BY</th>
<th>DATE</th>
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<tbody>
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<td>106-18</td>
<td>1-2</td>
<td>A</td>
<td>P.B Eveleigh Plan Service</td>
<td>17/01/19</td>
</tr>
</tbody>
</table>

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

2. A copy of all stamped approved plans, specifications and documents (including the Construction Certificate if required for the work incorporating certification of conditions of approval) must be kept on site at all times so as to be readily available for perusal by any officer of Council or the Principal Certifying Authority.

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

Operational conditions imposed under the environmental planning and assessment act and regulations and other relevant legislation:

3. All building work must be carried out in accordance with the provisions of the National Construction Code Series.

(Reason: Prescribed by legislation)

4. Home Building Act Requirements
   (1) Building work that involves residential building work (within the meaning and exemptions provided in the Home Building Act) must not be carried out unless the Principal Certifying Authority for the development to which the work relates:

   (a) in the case of work to be done by a licensee under that Act:
       i. has been informed in writing of the licensee’s name and contractor licence number, and
       ii. is satisfied that the licensee has complied with the requirements of the Home Building Act, or

   (b) in the case of work to be done by any other person:
       i. has been informed in writing of the person’s name and owner-builder permit number, or
       ii. has been given a declaration, signed by the owner of the land, that states that the reasonable market cost of the labour and materials involved in the work is less than the amount prescribed for the purposes of the definition of owner-builder work in section 29 of that Act, and is given appropriate information and declarations under paragraphs (a) and (b) whenever arrangements for the doing of the work are changed in such a manner as to render out of date any information or declaration previously given under either of those paragraphs.

   Note: The amount referred to in paragraph (b)(ii) is prescribed by regulations under the Home Building Act 1989. As at the date on which this Regulation was Gazetted, that amount was $10,000. As those regulations are amended from time to time, that amount may vary.
(2) A certificate purporting to be issued by an approved insurer under Part 6 of the Home Building Act 1989 that states that a person is the holder of an insurance policy issued for the purposes of that Part is, for the purposes of this clause, sufficient evidence that the person has complied with the requirements of that Part.

Note: Insurance thresholds are set out in Clause 53 of the Home Building Regulation 2014, stating that for the purposes of sections 92 (3) and 96 (3) (e) of the Act, the amount of $20,000 (inclusive of GST) is prescribed.

(3) If arrangements for doing residential building work are changed while the work is in progress so that the information submitted to Council is out of date, further work must not be carried out unless the Principal Certifying Authority for the development to which the work relates (not being the Council), has given the Council written notice of the updated information.

(Reason: Prescribed by legislation)

**Conditions that must be addressed prior to commencement:**

5. Where construction or excavation activity requires the disturbance of the soil surface and existing vegetation, adequate measures for erosion and sediment control shall be provided. As a minimum, control techniques are to be in accordance with The Blue Book published by Landcom provisions on Erosion and Sediment Control, or a suitable and effective alternative method.

All required erosion and sedimentation techniques are to be properly installed prior to the commencement of any site works and maintained in a functional and effective condition throughout the construction activities until the site is stabilised.

(Reason: To protect the environment from the effects of sedimentation and erosion from development sites)

6. A sign must be erected in a prominent position on any work site on which work involved in the erection or demolition of a building is being carried out:

(a) stating that unauthorised entry to the work site is prohibited;

(b) showing the name of the principal contractor (or person in charge of the work site), and a telephone number at which that person may be contacted at any time for business purposes and outside working hours; and

(c) showing the name, address and telephone number of the Principal Certifying Authority for the work.

Any such sign must be maintained while to building work or demolition work is being carried out, but must be removed when the work has been completed.

The installation is to be approved by the Principal Certifying Authority prior to further commencement of site works.

(Reason: Statutory requirement)

7. No works shall commence on site until such time as a Construction Certificate has been issued for either part or all of the works. If a certificate is issued for part of the works it must cover the works being undertaken onsite.

(Reason: Prescribed – Statutory)

**Conditions that must be complied with during demolition and building work:**
8. Any person acting on this consent shall ensure that:-
   (a) building construction activities are only carried out during the following hours:
       i. between Monday to Friday (inclusive)—7.00am to 5.00pm,
       ii. on a Saturday—8.00am to 5.00pm;
   (b) building construction activities must not be carried out on a Sunday or a public holiday;
   (c) demolition and excavation works must only be carried out between Monday to Friday
       (inclusive) between 8.00am and 5.00pm;

   unless prior written approval has been obtained from Council.

   (Reason: To ensure that works do not interfere with reasonable amenity expectations of residents and the community)

9. Building materials and equipment must be stored wholly within the work site, unless prior written approval has been obtained from Council. Equipment must not be operated on the footpath or roadway, unless prior written approval has been obtained from council.

   (Reason: To ensure public safety and amenity on public land)

10. Any necessary alterations to, or relocations of, utility services must be carried out at no cost to the council or the relevant public authority.

   (Reason: To ensure costs associated with the development are not transferred to the public)

### Conditions which must be complied with prior to the issue of any occupation certificate:

11. The premises shall be connected to the sewer system in accordance with the Australian Standard 3500. A works as executed plan on Department of Fair Trading Sewer Service Diagram is to be submitted to Council within seven (7) days following the final drainage inspection and prior to the issue of any Occupation Certificate.

   (Reason: To ensure compliance with the Australian Standard & Local Authority requirements.)

12. The building is not to be used or occupied until a final inspection has been carried out and an Occupation Certificate has been obtained from the Principal Certifying Authority.

   (Reason: Prescribed - Statutory.)

### Conditions that must be complied with at all times:

13. At all times nothing in this consent shall authorise the use of the shed for commercial or industrial activities.

   (Reason: To ensure use is compatible with classification of building.)

14. Nothing in this consent shall authorise the use of the premises for other than a single occupancy.

   (Reason: To ensure compliance with the terms of this consent.)

15. At all times, all stormwater from the development, including all hardstandings and overflows from rainwater tanks, shall be collected and disposed of by way of properly constructed stormwater lines to the kerb and gutter (piped). If concrete footpath exists; pipework is to be
under bored to the existing kerb inlet.

(Reason: To ensure the suitable disposal of stormwater generated by the development)

16. The existing driveway parallel and adjacent to the northern boundary, shall be retained and remain unaltered.

(Reason: To ensure that adequate off-street car parking is retained for the dwelling)
STATEMENT OF REASONS

DA 170/2018

1. The proposal is consistent with the provisions of the Upper Hunter Local Environmental Plan 2013 and the Upper Hunter Development Control Plan 2015.

2. The proposal has been assessed as satisfactory against Section 4.15 of the Environmental Planning & Assessment Act 1979.

3. The proposal is unlikely to have a significant adverse impact on the amenity of the neighbourhood.
SCR.02.3 INFRASTRUCTURE SERVICES COMMITTEE
RESPONSIBLE OFFICER: Nicholas Havyatt - Director Infrastructure Services
AUTHOR: Megan Thew - Infrastructure Services Support Officer

RECOMMENDATION

That Council:
1. endorse the minutes of the Infrastructure Services Committee meeting held on Tuesday, 12 February 2019.
2. ISC.02.1 – receive the report and note the information in relation to the proposed RFS Station for Gummun and Bow Brigades at Merriwa.
3. ISC.02.7 – receive the report and note the information in relation to the Water Consumption and Water Wise Rules.

BACKGROUND

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

REPORT/PROPOSAL

ISC.02.1 PROPOSED RFS STATIONS FOR GUMMUN AND BOW BRIGADES AT MERRIWA

The RFS has identified the need for two new RFS stations for Gummun and Bow brigades. Currently the two brigades are required to house their trucks in private sheds.

RFS have advised they propose to build a fire station for:

Gummun Brigade
RFS propose a Category 2A two bay shed with approval to build a third bay in the future. The shed will have a toilet, kitchenette and storage at an approximate cost of $400,000 (to be confirmed). RFS advise they have full funding for Gummun Station. The proposed site is on a travelling stock route on Coulsons Creek Road (Willow Tree Road) approximately 5.5km north of Merriwa. The site Lot 7002 DP 1054728 is managed by Local Land Services (LLS), who have written to Council in support of the proposal. A concept plan of the fire station is shown below.

Bow Brigade
RFS propose a Category 1B single bay shed with toilet, kitchenette and some storage. RFS advise they have funding for design and approvals. RFS does not have sufficient funds in the current budget to cover the construction costs at this time. The proposed site is on a Travelling Stock Route on Idaville Road near the Golden Highway. The site Lot 7305 DP 1149541 is managed by LLS, who have written to Council in support of the proposal. A concept plan for the fire station is shown below.
ISC.02.2 WORKS PROGRAM - INFRASTRUCTURE SERVICES - WATER AND SEWER

Project highlights from this month include (but are not limited to):

- Upper Hunter Water Supply and Water Treatment Scoping Study
  - Funding Deed received from Infrastructure NSW.
  - HH2O awarded the work.
  - Project schedule is for late April completion date.

- Merriwa STP
  - HH2O awarded work to undertake Options Study for process/treatment improvements at Merriwa STP.
  - HH2O also tasked with reviewing treatment requirements at Murrurundi STP in order to facilitate a recycled water scheme to Wilson Park as an addition to this contract.
  - Immediate works to be undertaken at the STP to reduce the surface runoff from neighbouring paddocks which would add to the fecal loading in the ponds. Also fence improvement to prevent cattle accessing the STP site.

- Scone Sewage Treatment Plant (STP) Augmentation
  - Concept Design process ongoing – Detailed Application for funding must be submitted by 1 April due to be considered under the old Safe and Secure program. This application will be undertaken by Cardno as a variation to the Concept Design contract.

- Water/sewer main capital works tenders
  - Tender 07/2019
    - St Aubins St water main replacement, Scone
    - Kelly St sewer main replacement, Scone
    - Saleyards sewer main connection, Scone
    - Bernard St water main extension, Murrurundi
    - Gooch Street water main renewal, Merriwa
  - Tender closed 23 January 2019
  - Site visit Tuesday 18 December
  - Award in February Council Meeting
  - Works to be complete 30 April
  - Tender 08/2019
    - McAdam St underbore, Aberdeen
    - Birrell/Waverly St sewer main works, Scone
  - Tender closes 12 February 2019
  - Site visit Wednesday 30 January
  - Award in February Council Meeting
  - Works to be complete 31 May

- White Park SPS and Sewer
  - Received concept design – small package SPS plus 80,000 storage vessel. Designed to accommodate wildly varying flows.
  - NCP engaged to construct sewer gravity mains, manholes and rising main. This was completed before the first event at the facility, with a temporary pump out arrangement put in place.
New SPS will be sourced and installed in February to complete the works – aiming to have complete in time for official opening on 9 March.

- Well 6 Reinstatement
  - AquaWest are implementing a ‘2-pump and tank’ supply system at Well 6, at a cost of $54,000. This is designed to access to the very bottom of the well with a high flow, low head pump to a 60,000L storage tank, and then supply with a separate pump that can operate efficiently with variable speed and pressure.
  - So far the pumps and elec have been installed and the site is now operational, even though the tank install is still to come.
  - The Reinstated well has proven to be successful, with 12 L/s being delivered at a constant rate to the Race Club storage dam for 9 days (and counting).
  - Council are now working with the Equine Research Centre in order to link their existing license to Council’s well, so we are not using our allocation in order to supply them with water.

### ISC.02.3 WORKS PROGRAM - INFRASTRUCTURE SERVICES

Some of the major projects currently under construction or planned are:

- Willow Tree Road pavement works stage 1 and earthworks on stage 2.
- Saleyards.
- Golden Highway Segment 221.
- Moobi Road Footpath.

### ISC.02.4 SPECIAL PROJECTS UPDATE

Key activities that include:

- Scone to Murrurundi Pipeline tender was advertised for design development and construction of the pipeline. Issue of Proposed Acquisition Notices (PAN’s) for the compulsory acquisition of easements on Crown lands.
- White Park Indoor Arena – Stage 1 Construction completed,
- Scone Sewerage Treatment Plant Augmentation design Consultant is progressing the concept design
- Scone Golf Course Finalise outstanding construction items and growing in and weed control.
- Cassilis Sewerage Scheme Cardno progressing the concept design. Sewer treatment site land purchase contract issued.
- Saleyards redevelopment. The construction of the new selling pens and roofs contract has commenced. Working with contractor and consultants to develop the design. Canteen and Administration Centre is now open and operational. Truck wash effluent dump concrete works.
- Old Court Theatre Tender report went to November Council meeting. Resolved to not accept any tender and enter into negotiations. Negotiations have commenced.
- Scone CBD revitalisation design. Detailed landscape design has progressed to the point where information from civil design consultant is required. Quotations assessment is finalized with a preferred contractor selected. Plant Selection/Horticulture Taskforce discussions held with the RMS regarding the Scone Bypass landscaping design and long term maintenance.
• Murulla Street causeway upgrade Funding deed document signed and issued by Infrastructure NSW to Muswellbrook Council. REF completed and report issued. No Aboriginal or ecological issues present. Concept design being done by Bridge Design. Waterway report being done by Bridge Design. Geotechnical study being done by RCA.

ISC.02.5 CAPITAL WORKS UPDATE

Key projects currently include:

• Willow Tree Road Construction
• Golf Course Reconstruction
• White Park Arena
• Saleyards
• Murrurundi Water Pipeline
• Resealing works

ISC.02.6 MURRURUNDI WATER UPDATE

Works/progress this month includes:

• The Glenalvon Bore was lowered a further 35m on the 23 January, to a new depth of 185m.
• With the pump at this level steady flow rate is 1.26 L/s (109 kL/d) with 26.96m above the pump. This is well below the target value of 200 kL/d. Shortfall in supply will need to be made up by water carting.
• To date, the Glenalvon bore has only provided 7,482 kL of water. This is the equivalent of $82,300 if the same water were to be carted. With total costs now in excess of $230,000, plus ongoing operating costs, the bore will have to keep producing water for another 5 months in order for it to be deemed an overall success.
• Water quality in both dam and the bore remain acceptable for use, however the dam is now too low to feed into the Litree water treatment plant.
• UHSC and Husky Demolitions are now both carting water to the pre-treatment lagoon to subsidize the town supply, with each able to transport 120,000 L/s per day – enough to mean only weekday carting is required for now.
• Issues earlier in the month with the bore motor failing are being resolved with the acquisition of a spare motor so we always have one on hand, and the installation of additional electrical protection devices.

Works to be undertaken next month:

• Confirmation and implementation of NSW Government emergency funding assistance for Murrurundi, including:
  o 50% funding to cover the additional bore construction costs ($230,000).
  o Funding for water carting as per Water Carting Plan – currently around $2,232 per week for UHSC, and $10,968 per week for the NSW Government, based on carting costs and current volumes required.
  o Request for funding for additional tank storage – specifically infrastructure that will enable us to receive carted water directly into the reticulation if required.
• Explore options to see if pumping the remaining water from the Dam into the pre-treatment lagoon is feasible. This will have to be assessed against the cost per kL of the remaining water, plus the impact on water quality.

**ISC.02.7 WATER CONSUMPTION AND WATER WISE RULES**

In the 2017/18 year Scone/Aberdeen used 23% more water than the year before, and Merriwa used 29% more. In Scone/Aberdeen, the high consumption meant that the 2,000ML high security allocation from Glenbawn Dam was actually exceeded by 17ML. While Council also have an additional 769ML as a general security allocation that we can utilize for town water supply, we should not be relying on this allocation to meet our essential water supply requirements.

An additional 198ML allocation is available from ground water wells in Scone under a different Water Sharing Plan, but these may not be reliable water sources in the future and may be better used to provide more cost effective irrigation water for our parks and sports fields.

When the Scone to Murrurundi Pipeline is constructed, this will create even more demand on the Scone/Aberdeen supply system. Long term demand analysis, restriction levels and license requirements will be reviewed as part of the ongoing IWCM process. Note that currently Water Restrictions are not applicable as per our Drought Management Plan. In the meantime, Council have implemented a ‘Water Wise’ campaign across the Shire, with the message to all residents to reduce their consumption and be more efficient with their day-to-day water use.

With that in mind, this report will look at current water consumption across the Shire, as compared to the record consumption year in 2017/18.

**SCONE/ABERDEEN**

By the end of August 2018, the combined Scone/Aberdeen supply system had used 40ML more than the year before – not a great start.

However, this trend did not continue through to the warmer months, with consumption decreasing relative to the year before, despite ongoing water carting and bypass construction works adding to the demands of the system. By the end of January 2019, total consumption is 18ML less than at the same time last year, which means at this rate we should remain within our high security allocation from Glenbawn Dam.

<table>
<thead>
<tr>
<th>Month</th>
<th>2017-18</th>
<th>2018-19</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jul</td>
<td>100.067</td>
<td>121.133</td>
</tr>
<tr>
<td>Aug</td>
<td>114.432</td>
<td>126.790</td>
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<tr>
<td>Sep</td>
<td>139.850</td>
<td>126.166</td>
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<td>Oct</td>
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<tr>
<td>Nov</td>
<td>139.757</td>
<td>150.441</td>
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<tr>
<td>Dec</td>
<td>163.006</td>
<td>135.220</td>
</tr>
<tr>
<td>Jan</td>
<td>189.651</td>
<td>192.196</td>
</tr>
</tbody>
</table>
### Aberdeen – Monthly Water Supply Totals

<table>
<thead>
<tr>
<th>Month</th>
<th>2017-18</th>
<th>2018-19</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jul</td>
<td>18.990</td>
<td>22.982</td>
</tr>
<tr>
<td>Aug</td>
<td>22.847</td>
<td>25.221</td>
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<tr>
<td>Sep</td>
<td>34.989</td>
<td>28.561</td>
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<td>Oct</td>
<td>32.388</td>
<td>28.094</td>
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<tr>
<td>Nov</td>
<td>34.448</td>
<td>36.936</td>
</tr>
<tr>
<td>Dec</td>
<td>49.286</td>
<td>33.913</td>
</tr>
<tr>
<td>Jan</td>
<td>61.434</td>
<td>52.709</td>
</tr>
</tbody>
</table>
Scone/Aberdeen - Total Annual Water Consumption (2018-19)

Accumulated Total Annual consumption (ML)  Annual Licence Limit (ML)

Jan-2019

1208,452

2000
MERRIWA

Merriwa also started the year with higher consumption than the year previous. Merriwa does not have the same license allocation pressures as Scone/Aberdeen, but it is interesting to note that in Merriwa, just as in Scone/Aberdeen, consumption has reduced and is now less than at the same time last year.

<table>
<thead>
<tr>
<th>Merriwa Monthly Water Supply Totals</th>
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</thead>
<tbody>
<tr>
<td>Month</td>
</tr>
<tr>
<td>Jul</td>
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<tr>
<td>Aug</td>
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<td>Sep</td>
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<td>Oct</td>
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<td>Nov</td>
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<tr>
<td>Dec</td>
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<tr>
<td>Jan</td>
</tr>
</tbody>
</table>

ISC.12.7 ANSWERS TO COUNCILLOR QUESTIONS

At each Infrastructure Services Committee meeting the Councillor’s ask questions to the Infrastructure Services Director and Managers. Some questions require further investigation and actions to be made and a report is provided back to the Committee at the next meeting.

ATTACHMENTS

1 Infrastructure Services Committee - 12 February 2019 - Summary Minutes - attachments excluded
RESOLVED
That Council:

1. endorse the minutes of the Infrastructure Services Committee meeting held on Tuesday, 12 February 2019.
2. ISC.02.1 – receive the report and note the information in relation to the proposed RFS Station for Gummun and Bow Brigades at Merriwa.
3. ISC.02.7 – receive the report and note the information in relation to the Water Consumption and Water Wise Rules..

Moved: Cr M Collison      Seconded: Cr R Campbell      CARRIED
MINUTES OF THE INFRASTRUCTURE SERVICES COMMITTEE OF UPPER HUNTER SHIRE COUNCIL HELD ON TUESDAY 12 FEBRUARY 2019 IN THE BARRY ROSE ROOM COMMENCING AT 1:00pm

PRESENT:

Cr Maurice Collison, Cr Ron Campbell, Cr Lorna Driscoll.

APOLOGIES:

Cr James Burns

Moved: Cr M Collison Seconded: Cr L Driscoll

IN ATTENDANCE:

Mayor Wayne Bedggood, Cr Sue Abbott, Mr Nicholas Havyatt (Director Infrastructure Services), Mr Jeff Bush (Manager Strategic Assets), Mr Andrew Griffith (Manager Works Delivery), Mr Phil Hood (Manager Water and Sewer), Mr Alan Fletcher (Manager Special Projects), Mrs Megan Thew (Infrastructure Support Officer)

DECLARATIONS OF INTEREST:

Nil

PUBLIC PARTICIPATION:

Nil

ISC.02.1 PROPOSED RFS STATIONS FOR GUMMUN AND BOW BRIGADES AT MERRIWA

RESPONSIBLE OFFICER: Nicholas Havyatt - Director Infrastructure Services

AUTHOR: Alan Fletcher - Special Projects Manager

RECOMMENDATION

That Council receive the report and note the information.

Moved: M Collison Seconded: R Campbell CARRIED

ISC.02.2 WORKS PROGRAM - INFRASTRUCTURE SERVICES - WATER AND SEWER

RESPONSIBLE OFFICER: Nicholas Havyatt - Director Infrastructure Services

AUTHOR: Phillip Hood - Manager Water & Sewer

RESOLVED

That the Committee receive the report and note the information.

Moved: L Driscoll Seconded: R Campbell CARRIED
ISC.02.3  WORKS PROGRAM - INFRASTRUCTURE SERVICES
RESPONSIBLE OFFICER: Nicholas Havyatt - Director Infrastructure Services
AUTHOR: Andrew Griffith - Manager Works Delivery

RESOLVED
That the Committee receive the report and note the information.

Moved: M Collison Seconded: L Driscoll CARRIED

ISC.02.4  SPECIAL PROJECTS UPDATE
RESPONSIBLE OFFICER: Nicholas Havyatt - Director Infrastructure Services
AUTHOR: Alan Fletcher - Special Projects Manager

RESOLVED
That the Committee receive the report and note the information.

Moved: M Collison Seconded: L Driscoll CARRIED

ISC.02.5  CAPITAL WORKS UPDATE
RESPONSIBLE OFFICER: Nicholas Havyatt - Director Infrastructure Services
AUTHOR: Nicholas Havyatt - Director Infrastructure Services

RESOLVED
That the Committee receive the report and note the information.

Moved: M Collison Seconded: L Driscoll CARRIED

ISC.02.6  MURRURUNDI WATER UPDATE
RESPONSIBLE OFFICER: Nicholas Havyatt - Director Infrastructure Services
AUTHOR: Phillip Hood - Manager Water & Sewer

RESOLVED
That the Committee receive the report and note the information.

Moved: R Campbell Seconded: M Collison CARRIED
ISC.02.7  WATER CONSUMPTION AND WATER WISE RULES

RESPONSIBLE OFFICER: Nicholas Havyatt - Director Infrastructure Services

AUTHOR: Phillip Hood - Manager Water & Sewer

RECOMMENDATION
That Council receive the report and note the information.

Moved: M Collison  Seconded: L Driscoll  CARRIED

ISC.02.8  ANSWERS TO COUNCILLOR QUESTIONS

RESPONSIBLE OFFICER: Nicholas Havyatt - Director Infrastructure Services

AUTHOR: Megan Thew - Infrastructure Services Support Officer

RESOLVED
That the Committee receive and note the report

Moved: M Collison  Seconded: R Campbell  CARRIED

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT
COMMITTEE/DELEGATES REPORTS

C.02.1  COMMUNITY SERVICES COMMITTEE

RESPONSIBLE OFFICER: Mathew Pringle - Director Environmental & Community Services

AUTHOR: Kerri Cone - Manager Community Services

RECOMMENDATION

That Council

1. endorse the minutes of the Community Services Committee meeting held on 12 February 2019;
2. endorse the minutes of the Community Services Committee meeting held on 11 December 2018;
3. adopt the draft Ageing and Disability Strategy 2018-2027 and place the strategy on public exhibition for at least 28 days.

BACKGROUND

The Community Services Committee’s role is to oversee plans and strategies relating to the Committee’s Charter. Cr Lee Watts and Cr Lorna Driscoll are appointed to this Committee which has wide ranging representation from community and community services agencies within the Shire.

REPORT/PROPOSAL

Young Endeavour Scheme

Following a number of months of discussion at the Community Services Committee, a report on options for enhancing and widening the involvement and outcomes for young people in the Young Endeavour Scheme, was presented to committee.

Youth Services Supervisor, Ms Mary Spora outlined the reasons for change in her report including cost factors (with declining sponsors), reduced nominations from community groups and young people, and the Committee’s advice on changing the leadership program to provide wider appeal to young people and opportunities to involve a greater range of participants that could benefit from suitable personal challenges and leadership skills.

The proposal is to alternate years between the traditional Young Endeavour Program (with up to 8 berths), and a new Life Skills Program in which up to 20 young people would be taken to Sydney to participate in new challenges and experiences for 4-5 days. The Life Skills program would start in 2019, with Young Endeavour Program in 2020. Both would be reviewed at the conclusion of each program with a report to Council on the achievements and viability for future years planning.

Whilst the Committee has recommended that Council change the Young Endeavour Program to a biennial event, a separate report with more detailed information about this proposal has been prepared and is included in the February 2019 Council meeting agenda.

Aged and Disability Strategy

Upper Hunter Shire Council obtained a grant in 2017 from the Department of Industry, Innovation and Science through the Building Better Regions Fund, Community Investments Stream, to undertake the preparation of a Strategic Plan focused on ageing and disability.
SEW Consulting was contracted to develop this plan, which was reviewed by the Community Services Committee.

The Committee recommends that the Draft Strategy be placed on public exhibition to seek comment, prior to adoption by Council.

It is suggested that a public meeting be held on 19th March 2019, with SEW Consulting invited to present the report and answer questions, and as an additional source of feedback.

The committee has recommended this plan of action.

**ATTACHMENTS**

1. Community Services Committee - 12 February 2019 - Minutes
2. Community Services Committee - 11 December 2018 - Minutes
4. Aged and Disability Strategy 2018-2027 - DRAFT - SEW Consulting

**RESOLVED**

That Council

1. endorse the minutes of the Community Services Committee meeting held on 12 February 2019;
2. endorse the minutes of the Community Services Committee meeting held on 11 December 2018;
3. adopt the draft Ageing and Disability Strategy 2018-2027 and place the strategy on public exhibition for at least 28 days.

Moved: Cr L Watts  
Seconded: Cr L Driscoll  
CARRIED
PRESENT: Cr Lee Watts (Chairperson until 5.20pm), Mrs Marie Laurie, Mrs Carol Ray, Insp Guy Guiana, Mrs Phoebe Begg, Ms Debbie Camps (chair from 5.20pm), Mr Rodney Swansborough,

IN ATTENDANCE: Mrs Kerri Cone, Ms Jodie Royston, Ms Mary Spora, Mrs Heather Ranclaud (minutes)

1. APOLOGIES

RECOMMENDATION
That the apologies received from Mrs Angela Hayes and Ms Vanessa Whitten be accepted.

2. DISCLOSURE OF INTEREST- Nil declared

3. PREVIOUS MINUTES

RECOMMENDATION
That the minutes of the Community Services Committee Meeting held on 11 December 2018, as circulated, be taken as read and confirmed as a correct record.

Moved: Mrs Marie Laurie Seconded: Mrs Carol Ray carried

4. BUSINESS ARISING FROM PREVIOUS MINUTES

4.1 Youth Services- Ms Mary Spora provided a summary of a proposal to participate in the Young Endeavour Scheme every second year, and provide a Life Skills Program in alternate years.

RECOMMENDATION
That Council support the Young Endeavour Scheme and Life Skills Program in alternating years.

Moved: Cr Lee Watts Seconded: Mrs Marie Laurie carried

4.2 Ageing and Disability Strategy 2018-2017

RECOMMENDATION
That Council place the draft Ageing and Disability Strategy 2018-2027 on public exhibition.

Moved: Ms Debbie Camps Seconded: Insp Guy Guiana carried

4.3 Community Safety Precinct meetings

Insp Guiana advised that there is a meeting planned for March 2019.

5. AGENDA ITEMS

5.1 Sports Participation Report- held over.

5.2 Youth Services- update provided on staffing.

5.3 Community Services- update on planned events: Kia-ora music camp, Harmony Day, International Women’s Day, funding opportunities and possible crime prevention events if funding application is successful.
Note: members suggested promotion of mental health month, social inclusion week and suicide prevention day.

5.4 Children’s Services- staff changes at SOOSH and ELC

6. ACTION SHEET

7. CORRESPONDENCE

8. GENERAL BUSINESS

8.1 Police update: Insp Guiana advised that a new police officer has been appointed to Cassilis from mid-February. Implementation of a community engagement strategy will see more police in local communities.

8.2 LEM Plan- members discussed the opportunity to provide information about emergency procedures in case there was a local emergency. Suggested SES and RFS websites have information and keeping a battery operated radio is useful if there is a power failure. Members also discussed the need to support older residents during heat waves as some are reluctant to use air conditioners due to costs. Note: resources available from the Beat the Heat project.

9. NEXT MEETING 19 March 2019 to review Ageing and Disability Strategy then 17 April 2019

The meeting was declared closed at 5.12pm.
MINUTES OF THE COMMUNITY SERVICES COMMITTEE
MEETING - TUESDAY 11 DECEMBER 2018 - 4pm

PRESENT: Cr Lee Watts (Chairperson), Cr Wayne Bedggood, Mr John Driscoll, Ms Phoebe Begg, Mr Susan McClure, Mrs Angela Hayes, Ms Marie Laurie and Mrs Carol Ray

IN ATTENDANCE: Kerri Cone, Nicolle Western, Steve Warham, Amanda Catzakiris, Heather Ranclaud, Tash Taaffe (minutes) and Vanessa Whitten (from 4.20pm)

1. APOLOGIES

RECOMMENDATION
That the apologies received from Mrs Lorna Driscoll, Mr Guy Guiana, Mrs Mary Spora, Mrs Caroline Hayes and Ms Rebecca Eveleigh be accepted.

Moved: C. Ray Seconded: S. McClure CARRIED

2. DISCLOSURE OF INTEREST - nil

3. PREVIOUS MINUTES

RECOMMENDATION
That the minutes of the Community Services Committee Meeting held on 9 October 2018, as circulated, be taken as read and confirmed as a correct record.

Moved: P. Begg Seconded: M. Laurie CARRIED

4. BUSINESS ARISING FROM PREVIOUS MINUTES - nil

5. AGENDA ITEMS

CSC.12.1 Sports Participation Report

PURPOSE
This is a brief report on current and planned implementation of Council’s DIAP through sport and active recreation.

Mrs Western requested Council proceed with the purchase and installation of outdoor gym equipment at Bill Rose Sports Complex (through grant funding received) as soon as possible. Mrs Western requested a budget allocation change to the Oze Buddy program of $2000 to be re-allocated to Park Run activities to reflect changing community needs. An update was provided regarding Council plans for the upgrade of the Scone Youth Centre hall in 2019 made possible through recently secured grant funding.
**RECOMMENDATION**

1. That the Community Services Committee note the report and provide relevant feedback.
   Moved: P. Begg        Seconded: M. Laurie       CARRIED

2. That Council implement installation of outdoor gym equipment at Bill Rose Sports Complex.
   Moved: L. Watts        Seconded: S. McClure       CARRIED

3. That Council move from the budget $2000 allocated to the Oze Buddy project to Park Run activities.
   Moved: A. Hayes      Seconded: S. McClure       CARRIED

**ACTION FOR COMMITTEE:** nil

**CSC.12.2 Youth Services Report**

**PURPOSE**

This report is an update on Youth Services activities – covering Youth Centres, Youth Programs, Youth Council and Early Intervention Programs.

Mrs M. Spora’s report was circulated to the Committee with the Agenda and taken as read. Mrs Spora was not in attendance, so no further discussion took place.

   Moved: M. Laurie      Seconded: S. McClure       CARRIED

**RECOMMENDATION**

That the committee note the report.

**ACTION FOR COMMITTEE:** nil

**CSC.12.3 Community Services Worker Report**

**PURPOSE**

The purpose of this report is to seek input from the Committee regarding initial plans for community activities and events in early 2019 which meet the priorities of Council’s Community Strategic Plan and Delivery Program and Operational Plan.

Mrs A. Catzakiris summarised the events the Community Services team will drive in the New Year through to April – Australia Day, International Women’s Day (IWD), Seniors Week and Clean Up Australia Day.

With regards to IWD, Mrs H. Ranclaud advised Murrurundi were coordinating a ‘100 Mile Dinner’ event. Mrs T. Taaffe advised Merriwa would be hosting a lunch with a guest speaker from Red Tractor Designs pending funding in collaboration with the Merriwa CWA. Mrs A. Catzakiris noted the Scone event had not yet been finalised but plans to partner with a local community group.

Mrs H. Ranclaud advised TAFE were looking for suitable training projects and partnerships as part of the Agri-Skills program and suggested Council may be able to assist with venues. She also updated the Committee on the Crime Prevention Plan and asked if Hunter Valley Local Area Command safety meetings were still being held. Mr Guiana to advise at the next meeting.

   Moved: P. Begg        Seconded: J. Driscoll       CARRIED
RECOMMENDATION
That the Committee note the report and consider suitable activities and events for 2019.

ACTION FOR COMMITTEE: G. Guiana to advise if regional HVLAC safety meetings still operating.

5.2 Young Endeavour Scheme and alternative programs - Youth Officer Vanessa Whitten circulated a proposal for 2019/20 alternatives to the Young Endeavour project as sponsorship proving difficult to attract, the program has been in place for over 20 years and only a limited number of students benefit (ie 6 berths). A Sydney Life Skills and Personal Development Program is proposed for 12 students every second year to Young Endeavour. The program will focus on confidence and leadership activities eg Bridge Climb with more input into program design by students. There are significant cost savings (approximately half the price of Endeavour) from this new proposal and increased number of participants ie. 12 students/3 staff.

Cr Watts said she had hoped the alternative project would benefit more students (eg. 20). Mrs Ranclaud suggested investigating low cost local leadership programs eg SOFT course (DPI). Mrs Whitten to work with Cr Watts to investigate potential local alternatives to Young Endeavour.

5.3 Youth Assembly - Cr Watts has invited Cr Abbott to attend the next Committee meeting to discuss starting a Youth Assembly to encourage participation of young people in Council discussions. Mrs Western suggested topics that were topical and of interest to young people eg. developing a mountain biking track.

5.4 Ageing and Disability Strategic Plan – Mr Warham presented a summary of his findings with regards to the Ageing and Disability Strategic Plan. Consultation has been completed, with good feedback received from one on one interviews, public meetings, surveys and discussions with aged care providers and residents.

Mr Warham will finalise the draft plan and submit it to Council before Christmas. Mrs. K. Cone will circulate the draft to the Committee for comment in the New Year before it is placed on public exhibition for comment.

6. ACTION SHEET - nil

7. CORRESPONDENCE - nil

8. GENERAL BUSINESS

8.1 Cassilis Development Group - Ms. MsClure advised a community meeting was held last month in Cassilis that was well attended. A new development committee has been formed to drive future projects. Mrs Taaffe advised she had been in touch with the new committee and added their contact details to the Grants Newsletter circulation list.

9. NEXT MEETING – Tuesday 12th February 2019

The meeting was declared closed at 5.20pm.
UHSC AGEING AND DISABILITY STRATEGY ACTION PLAN 2018-2027

The actions within this plan have been aligned to the Focus Areas of the NSW Ageing Strategy 2016-2020, these are;

Health and Wellbeing
Working and Retiring
Housing Choices
Getting Around and
Inclusive Communities

<table>
<thead>
<tr>
<th>Focus Area (WHAT)</th>
<th>Responsibility/Partners (WHO)</th>
<th>Measure/Timeframe (WHEN)</th>
<th>Desired Outcome (WHY)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Health and Wellbeing</td>
<td>UHSC, NSW Government, NGOs and Private Businesses</td>
<td>Short term: 1-2 years, Medium: 3-5 years, Long term: 5+ years</td>
<td>Enhanced Care Models, Federal Government effectively addressing rural isolation factors in care models</td>
</tr>
<tr>
<td>1.1 Advocate on behalf of rural and isolated communities for Aged and Community Care models that are financially sustainable and at appropriate levels of care</td>
<td></td>
<td>Representations Submissions Ongoing</td>
<td></td>
</tr>
<tr>
<td>1.2 Continue representation on Local Health Committees</td>
<td>UHSC, Local Health Services, Local Health District</td>
<td>Committees attended, issues addressed Ongoing</td>
<td>Local health needs known and addressed, solutions sought</td>
</tr>
<tr>
<td>1.3 Partner with NSW Health and the Local Health District (LHD) to be a distribution point of health-related messages and programs focussed on Seniors and the ageing population</td>
<td>NSW Health, LHD</td>
<td>Partnerships formalised Short to Medium term</td>
<td>Partnership identifies Council role in facilitating health messages and promotes better health outcomes for whole community</td>
</tr>
<tr>
<td>Focus Area (WHAT)</td>
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</tr>
<tr>
<td>Health and Wellbeing</td>
<td>UHSC, Health Services</td>
<td>Health services retained, enhanced, support demonstrated As required</td>
<td>Local Health Services are improved</td>
</tr>
<tr>
<td>1.4 Support the enhancement or retention of health and health related services particularly services for the ageing population</td>
<td>UHSC, Potential Partners</td>
<td>Role clarified/redefined Medium term</td>
<td>Aged care services are provided by professional providers who obtain a return on investment and are not reliant on funding from local council</td>
</tr>
<tr>
<td>1.5 Seek to devolve role as provider of aged care services where a suitable alternative can be identified.</td>
<td>UHSC, NGOs, Health Services, Private businesses, education, employment and training providers</td>
<td>Number of activities, events and support provided by year Grants obtained Ongoing</td>
<td>Reduced social isolation Enhance inclusion of Seniors Improved wellbeing</td>
</tr>
<tr>
<td>1.6 Support, facilitate, at times deliver and promote community activities and events (incl Seniors Festival) that provide opportunities for Seniors to socialise, learn and be active in the community</td>
<td>UHSC</td>
<td>Examples of positive ageing stories and images used Short term</td>
<td>The contribution of Seniors is acknowledged, Seniors are valued and not viewed as a burden</td>
</tr>
<tr>
<td>1.7 Support the positive image of ageing via UHSC media and communications platforms/content. Present local stories and images that are focussed on abilities and contributions of senior members of the community</td>
<td>UHSC, NGOs, Funding bodies</td>
<td>Technology session are provided within the LGA Short term</td>
<td>Seniors have improved access and experience of technology platforms, increased connectivity</td>
</tr>
<tr>
<td>1.8 Work with partners to support and promote programs/information sessions focussed on improving Seniors access to technology products and platforms</td>
<td>UHSC, NGOs, Private businesses</td>
<td>Examples of promotion Ongoing</td>
<td>Improved access to program</td>
</tr>
<tr>
<td>1.9 Promote the NSW Seniors Card Program</td>
<td>UHSC, NGOs, Private businesses</td>
<td>Examples of promotion Ongoing</td>
<td>Improved access to program</td>
</tr>
<tr>
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</tr>
<tr>
<td>1. Health and Wellbeing Actions</td>
<td>UHSC, NGOs, Legal Representatives, State Government</td>
<td>Sessions held, supported resources distributed Ongoing</td>
<td>Improved access to information</td>
</tr>
<tr>
<td>1.10 Support and promote information sessions that are focussed upon, elder abuse supports, wills, guardianship and enduring power of attorney</td>
<td>UHSC</td>
<td>Examples of promotion, webpage established Ongoing</td>
<td>Improved knowledge of My Aged Care, services, activities</td>
</tr>
<tr>
<td>1.11 Promote via Council information channels information about My Aged Care and develop an Ageing/Seniors page on the UHSC website with relevant links</td>
<td>UHSC</td>
<td>Training held for relevant staff Short term</td>
<td>Staff are better equipped, programs and services of more inclusive</td>
</tr>
<tr>
<td>1.12 Provide skills awareness training amongst relevant Council staff to highlight best practice in age friendly customer service, design principles, programs and services.</td>
<td>UHSC</td>
<td>Emergency Management plans audited and improved Short term</td>
<td>Our response in emergency/disaster situations ensures that individual needs are considered and planned for, increasing safety</td>
</tr>
<tr>
<td>1.13 Ensure that planning for emergency/disaster management responses have considered the unique needs of the ageing and frail aged populations, i.e. communication methods and mobility barriers.</td>
<td>UHSC, Emergency Services, State Government/FACS</td>
<td>Examples of advocacy, partnerships, grants applied for, improved access Medium to Long term</td>
<td>Access to hydrotherapy is improved across the LGA</td>
</tr>
<tr>
<td>1.14 Council will advocate/partner and pursue the improved access to hydrotherapy pool options for the Upper Hunter</td>
<td>UHSC, State and Federal Government, Private partners.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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### Focus Area (WHAT)
1. Health and Wellbeing

<table>
<thead>
<tr>
<th>Actions</th>
<th>Responsibility/Partners (WHO)</th>
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</thead>
<tbody>
<tr>
<td>1.15 Support and facilitate “neighbour aid” and informal caring relationships within the community</td>
<td>NGOs, Whole of Community</td>
<td>Programs supported/facilitated/promoted Short term</td>
<td>Informal caring arrangements continue to grow as a support mechanism for people to age in place and maximise community input</td>
</tr>
<tr>
<td>1.16 Promote and support programs that assist carers</td>
<td>UHSC, NGOs, Private businesses</td>
<td>Programs supported Ongoing</td>
<td>Carers in the Upper Hunter have access to information, support and respite</td>
</tr>
<tr>
<td>1.17 Explore enhancement of cultural assets in Aberdeen to assist with community identity</td>
<td>UHSC, Aberdeen Businesses and Community groups</td>
<td>Examples of community identity initiatives Medium term</td>
<td>Town identity is enhanced via new cultural program/assets</td>
</tr>
<tr>
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</tr>
<tr>
<td>2. Working and Retiring Actions</td>
<td>UHSC, Aged and Community Care Service Providers, Training providers/services, Schools, State and Federal Government</td>
<td>Advocacy undertaken Support provided Short term</td>
<td>The Aged and Community Care Sector workforce needs are enhanced by appropriately skilled local workforce</td>
</tr>
<tr>
<td>2.1 Advocate for and support skill development programs, and employment opportunities for local residents to respond to skills shortages in Aged and Community Care industry</td>
<td>UHSC, Employers</td>
<td>Examples of promotion Short term</td>
<td></td>
</tr>
<tr>
<td>2.1 Promote employment opportunities within the Aged and Community Care Sector via Council platforms</td>
<td>UHSC</td>
<td>Examples of promotion Ongoing</td>
<td>Sector employment opportunities are well promoted</td>
</tr>
<tr>
<td>2.3 Promote the Upper Hunter as a peaceful, caring and affordable location to retire and/or transition to retirement</td>
<td>UHSC</td>
<td>Examples of promotion Ongoing</td>
<td>People choose to retire and age in place in the Upper Hunter</td>
</tr>
<tr>
<td>2.4 Promote to businesses the benefits of employing mature age workers, and transition to retirement plans for existing staff to continue their ongoing role in the workforce</td>
<td>UHSC, Business Groups</td>
<td>Examples of promotion Short term</td>
<td>Mature age workers can find employment, contribute to the workforce, experience flexible employment arrangements, and effectively transition to retirement.</td>
</tr>
<tr>
<td>2.5 Demonstrate flexible working conditions within Council to facilitate staff transition to retirement, achieve retention goals and provide for needs of employees to undertake their duties</td>
<td>UHSC</td>
<td>Council Workforce Management Plan includes references and approaches to manage an ageing workforce Short term</td>
<td>Council can attract and retain appropriate staff and cater for needs of a mature workforce, providing all reasonable adjustments</td>
</tr>
<tr>
<td>2.6 Provide/Facilitate opportunities for volunteers to contribute to Council and Community activities</td>
<td>UHSC, Business Groups and NGOs</td>
<td>Volunteer positions developed Short term</td>
<td>Volunteer opportunities are enhanced within the Shire</td>
</tr>
</tbody>
</table>
| Focus Area
  (WHAT) | Responsibility/Partners
  (WHO) | Measure/Timeframe
  (WHEN) | Desired Outcome
  (WHY) |
|---|---|---|---|
| 3. Housing Choices
  Actions | Private Sector, NGOs | Short to medium term | Age Care services are provided by professional providers with scope to draw on wide experience and scale to ensure sustainability of care options |
<p>| 3.1 Consider partnerships and/or devolution of Age Care provider role/asset owner to enhance the viability and range of aged care service options | Private Sector, NGOs, Community Housing | Grants obtained Partnerships formed New policy developed/implemented Medium term | A wider range of affordable housing is available within the LGA |
| 3.2 Consider partnerships to establish more affordable housing, also consider relocatable homes policy. | UHSC | Information distributed Increase in developments with adaptable housing features Short term | More adaptable housing is built, improving quality of stock, improving ageing in place, reducing pressure on limited aged care placements and hospital resources |
| 3.3 Provide information to the community about adaptable housing to encourage improved newly built housing stock that is more suitable to meet the needs of an ageing community | UHSC, Private Sector | Identified land promoted Council support clarified Medium term | Private investment is attracted to deliver wider range of accommodation options for ageing population |
| 3.4 Promote availability of identified land where over 55 developments would be supported by Council to encourage potential development | UHSC, Home Modifications Provider, Community and Aged Care Providers | Information distributed Increase in home modifications Short term | Housing modifications improve quality of stock, improving ageing in place, reducing pressure on limited aged care placements and hospital resources |</p>
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<tr>
<td>4. Getting Around</td>
<td></td>
<td>Short term</td>
<td>Medium</td>
</tr>
<tr>
<td>Actions</td>
<td>UHSC, State Government</td>
<td>Representations made Services increased Ongoing</td>
<td>Increased public transport options within and beyond the Shire provide better access for residents/visitors/tourists</td>
</tr>
<tr>
<td>4.1 Lobby for increased and more accessible public transport train, coach and bus services within the Upper Hunter.</td>
<td>UHSC, State Government</td>
<td>Representations made Grants gained, infrastructure improved Ongoing</td>
<td>Public transport infrastructure meets the needs of all passengers</td>
</tr>
<tr>
<td>4.2 Lobby for public transport infrastructure funding and accessibility upgrades/improvements for the Upper Hunter</td>
<td>UHSC, State Government</td>
<td>Representations/Submission made Ongoing</td>
<td>Improved access to health services, decreased costs to consumer</td>
</tr>
<tr>
<td>4.3 Lobby for enhancement of health transport funding and programs</td>
<td>UHSC, NSW Government</td>
<td>Support provided Funding obtained Services altered/improved/trialed Ongoing</td>
<td>Community Transport options evolve to meet local needs</td>
</tr>
<tr>
<td>4.4 Support and partner with local community transport provider to enhance existing services</td>
<td>UHSC, NGO</td>
<td>Support provided Funding obtained Services altered/improved/trialed Ongoing</td>
<td></td>
</tr>
<tr>
<td>4.5 Develop Transport page on UHSC website that includes information about local and regional transport, transport links and health related and community transport.</td>
<td>UHSC</td>
<td>Page established Short term</td>
<td>Improved local information</td>
</tr>
<tr>
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<tr>
<td>4. Getting Around</td>
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<tr>
<td>Actions</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>4.6 Enhance focus on Active Transport, walking and cycling especially in relation to town centres.</td>
<td>UHSC, TfNSW</td>
<td>Promotion of active transport examples in each town, safe walking routes identified and promoted, walking groups also identified, supported and promoted</td>
<td>Active transport increases along with associated health benefits</td>
</tr>
<tr>
<td>4.7 Build and improve paths and shared pathways across the shire focussed on connecting missing links, around towns and hubs. *Aligned with DIAP</td>
<td>UHSC, RMS, Federal Government</td>
<td>Number of pathway improvements per year, connections improved</td>
<td>Paths and shared pathways are improved/increased to enable greater mobility</td>
</tr>
<tr>
<td>4.8 Explore opportunities to better utilise existing Council owned transport resources, and facilitate town shuttle bus style services, door to door.</td>
<td>UHSC, Community Partners</td>
<td>Examples of improved use of assets, new services, number of trips provided</td>
<td>Council transport resources are maximised for community benefit</td>
</tr>
<tr>
<td>4.9 Deliver town revitalisation projects that include accessibility and age friendly features, including the development of Pedestrian Access and Mobility Plans (PAMPS) and streetscapes that enable continuous accessible pathways of travel.</td>
<td>UHSC, Grant Partners</td>
<td>Funding for PAMPS sought/allocated, PAMPS developed and implemented</td>
<td>Town revitalisation projects deliver improved accessibility and include age friendly design features (Seating, shade, travel space, wayfinding, kerb ramps, hubs etc)</td>
</tr>
<tr>
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<tr>
<td>4. Getting Around</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Actions</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.10 Increase the number of accessible parking spaces within the Town Centres across the Shire. *Aligned with DIAP</td>
<td>UHSC</td>
<td>Increase of number of accessible parking spaces in each town Ongoing</td>
<td>People utilising the mobility parking scheme can better access services</td>
</tr>
<tr>
<td>4.11 Advocate for a controlled crossing on the New England Highway within Aberdeen Town Centre</td>
<td>UHSC, RMS.</td>
<td>Examples of advocacy, improvements to crossing options Ongoing</td>
<td>People in Aberdeen have the option to use a controlled crossing to access services on each side of town</td>
</tr>
<tr>
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</tr>
<tr>
<td>5. Inclusive Communities Actions</td>
<td>UHSC, various partners</td>
<td>Funding/grants sought/gained Age/Dementia Friendly Communication pieces developed and delivered Stakeholders engaged Evaluation Medium term</td>
<td>The Upper Hunter is a community that values and supports people as they age in a dignified manner and assists them to continue to effectively contribute to their community</td>
</tr>
<tr>
<td>5.1 Develop whole of community communication program with aspirational goal to identify the Upper Hunter as an Age Friendly Community, with Dementia Friendly Towns. Develop and provide supporting materials towards this outcome. Seek partners.</td>
<td>UHSC or via grant funding, NGOs, Sponsors, Private Businesses</td>
<td>Grant obtained, funding allocated, Directory produced and distributed, hosted on UHSC website Short-Medium term</td>
<td>Residents and visitors have access to a directory that promotes the wide range of activities in the Upper Hunter, and are better informed of local resources</td>
</tr>
<tr>
<td>5.2 Consider the development of a bi-annual Seniors Directory for the Upper Hunter promoting year round activities for Seniors, providing positive images of Seniors and the contributions they make to the community, also include information for the frail aged.</td>
<td>UHSC</td>
<td>Examples of documents produced in multiple formats, examples of library resources in accessible formats Short term</td>
<td>UHSC documents and resources are available in multiple formats to meet individual requirements</td>
</tr>
<tr>
<td>5.3 Provide online and printed materials in multiple accessible formats to assist people with disabilities, Seniors with reduced or low vision and others better access Council information. Produce large print and easy read materials. (In line with DIAP)</td>
<td>UHSC</td>
<td>Example of Council owned assets where community benefit rates where applied to advantaged services/activities for Seniors Ongoing</td>
<td>Activities/Events can be held with reduced cost to participate, increasing viability of activities, reducing potential social isolation/increasing community connections/wellbeing</td>
</tr>
<tr>
<td>5.4 Continue to provide subsidised access to Council owned facilities where a community benefit can be demonstrated.</td>
<td>UHSC</td>
<td>List of Council owned assets where community benefit rates where applied to advantaged services/activities for Seniors Ongoing</td>
<td>Activities/Events can be held with reduced cost to participate, increasing viability of activities, reducing potential social isolation/increasing community connections/wellbeing</td>
</tr>
<tr>
<td>Focus Area (WHAT) 5. Inclusive Communities Actions</td>
<td>Responsibilities/Partners (WHO)</td>
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</tr>
<tr>
<td>5.5 Continue to upgrade facilities such as halls and public buildings with accessibility improvements.</td>
<td>UHSC/Grants State and Federal Governments</td>
<td>Examples of asset upgrades/builds Ongoing</td>
<td>Halls and public buildings across the LGA are increasingly more accessible</td>
</tr>
<tr>
<td>5.6 Upgrade public toilet assets with accessibility features, undertake consideration of adult lift and change facility/facilities. Provide location and facility information on UHSC website and also on the National Public Toilet Map. <em>Aligned with DIAP</em></td>
<td>UHSC</td>
<td>Number of assets/locations upgraded/built. Grants sought/obtained. Ongoing</td>
<td>The UHSC provides residents and visitors with accessible sanitary facilities/infrastructure in a range of locations and provides this location and facility information to the public</td>
</tr>
<tr>
<td>5.7 Upgrade and maintain Parks and Playgrounds to ensure they are increasingly accessible and provide intergenerational activity spaces.</td>
<td>UHSC</td>
<td>Grants obtained Number of assets/locations upgraded/built Ongoing</td>
<td>Parks and playgrounds within the shire include a range of features that encourage and enable intergenerational play/leisure</td>
</tr>
<tr>
<td>5.8 Ensure that fitness and outdoor activity infrastructure/assets are designed to be utilised by people of varying physical abilities/all abilities.</td>
<td>UHSC</td>
<td>Number of assets/locations upgraded/built Ongoing</td>
<td>Outdoor activity assets can be used by people of all abilities</td>
</tr>
<tr>
<td>5.9 Continue to liaise with relevant stakeholders to identify and highlight issues related to ageing and disability for people from Aboriginal and Torres Strait Islander backgrounds.</td>
<td>UHSC, Wanaah LALC, service providers</td>
<td>Examples of community consultation, community networking undertaken Ongoing</td>
<td>People from an ATSI background are obtaining culturally appropriate community and aged care services</td>
</tr>
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<tr>
<td>5. Inclusive Communities Actions</td>
<td>UHSC, CALD service providers, CALD Community Groups</td>
<td>Examples of community consultation, community networking undertaken Ongoing</td>
<td>People from a CALD background are obtaining culturally appropriate community and aged care services</td>
</tr>
<tr>
<td>5.10 Continue to liaise with relevant stakeholders to identify and highlight issues related to ageing and disability for people from CALD backgrounds.</td>
<td>UHSC Disability Advisory Committee (When formed)</td>
<td>Examples of matters referred to committee/minutes Ongoing</td>
<td>Local people with disabilities are providing input and advice on inclusion from a lived experience perspective</td>
</tr>
<tr>
<td>5.11 Consult Council’s Disability Advisory Committee to ensure user led responses are developed and implemented.</td>
<td>UHSC, Private Businesses, Premises Owners</td>
<td>Local examples noted Short term</td>
<td>Access to premises and services will be improved, increased local business opportunities</td>
</tr>
<tr>
<td>5.12 Encourage businesses and services to improve access to their facilities. Promote the concept of “lost business” due to reduced access. *Aligned with DIAP</td>
<td>UHSC</td>
<td>Report improvements via DIAP annual reporting process. Ongoing</td>
<td>Access to Council owned and managed premises and services will be improved</td>
</tr>
<tr>
<td>5.13 Continue to upgrade and improve access to premises of Council owned and managed facilities. *Aligned with DIAP</td>
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</tbody>
</table>
UPPER HUNTER SHIRE COUNCIL AGEING AND DISABILITY STRATEGY
2018-2027

TITLE PAGE
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7. Purpose, Our Values and Commitment to the Community
8. Context-International, National, State and Local
9. Our Role in Ageing and Council Service Provision
10. Relationship to Community Strategic Plan
11. Aged Care Workforce
12. Carers
13. Our Community-Demographic information
14. What Council provides now in Ageing
15. Consultation
16. Community Feedback
17. Comment/Summary
18. Action Plan
19. References
20. End Notes

Appendix-ADS Survey 2018
MAYOR’S MESSAGE

Use in Mayor’s Message

Increasingly our Seniors population is fit for the future, but the real question is, are our communities fit for the ageing population?

An age friendly community is one in which older people are included, respected and recognised. It encourages and enables people to participate in social or other activities and to access services, regardless of their age or mobility. It has built environments, services and facilities that support older people to stay active and participate, and it values their participation.

The focus on delivering dementia friendly towns further reinforces the Upper Hunter as a caring and inclusive community, it ensures that we prepare for this emerging need and that we value and support all members of our community’s ability to contribute and enjoy our wonderful lifestyle.
EXECUTIVE SUMMARY

The Upper Hunter Shire Council obtained a grant in 2017 from the Department of Industry, Innovation and Science through the Building Better Regions Fund Community Investments Stream to undertake the preparation of a Strategic Plan focussed on ageing and disability. SEW Consulting was contracted to develop the plan.

Community consultation was held between August and October 2018 including a community survey, service provider interviews, community group consultation and targeted interviews.

The community expressed the following desires;

- Provide more community activities/programs for Seniors to participate in
- Improve infrastructure with more accessible streets and pathways
- More easily available information on ageing services
- More accommodation options
- Improved transport
- A heated aquatic centre
- Strong advocacy on maintaining and improving local health services

Service providers priorities were focussed upon creating;

- The Upper Hunter as an age friendly and dementia friendly community
- Partnerships with Council for new assets/infrastructure
- More accessible infrastructure/assets including a hydrotherapy/indoor heated pool
- Collaborative Lobbying of State and Federal Government’s especially about crucial health services
- Assistance with workforce training, promoting industry as a career generally and specifically to youth and mature age workers
- Promotion of area as place to retire, and positive image of ageing locally

After consideration of the 44 Community Survey responses, interviews with aged and community care providers, group consultations and input from over 200 people across the Local Government Area, an action plan with 5 themes has been developed. These themes are aligned to the NSW Ageing Strategy Plan 2016-2020

1. Health and Wellbeing
2. Working and Retiring
3. Housing Choices
4. Getting Around and
5. Inclusive Communities
The Ageing and Disability Strategy (ADS) 2018-2027 articulates the challenges stemming from an ageing population, and through the action plan, identifies opportunities to enhance and enable our community to become more age friendly. It provides Council with a strategic direction to deliver on the communities’ priorities expressed through the consultation.

The overall approach can be summed up as, a whole of Council and whole of community approach to delivering age friendly communities with dementia friendly towns.

As the ageing population finds it more difficult to undertake their day to day activities or access a wide range of age related services, the pressure on Council is to fill gaps where state or federal government policy has not delivered for locals.

Council will/may be increasingly tempted into the role of delivery agent and has some historical relationships that include being an aged care provider, however the direction of this strategy is for Council to ensure it moves predominantly towards programs focussed on the social determinants of health and not the primary care model. This approach will ensure that resources allocated by Council benefit the widest number of residents in the community and are not focussed on underpinning unsustainable care models that other levels of government have responsibility for.

Finally, just as building fixed assets/infrastructure comes with a cost, so too does building the capacity of our community to be more age friendly with dementia friendly towns. The actions within the plan will require investment, however social infrastructure investment is not as tangible as fixed asset investment, but it can have generational returns for our community.
INTRODUCTION

Why an Ageing and Disability Strategy?

The Upper Hunter Shire Council, as a Local Government Authority in NSW, is required to undertake planning activities on behalf of the community. Specifically, the Integrated Planning and Reporting (IP&R) Framework requires Council to produce a Community Strategic Plan with a 10-year focus, a Delivery Program with a 4-year focus and an annual Operational Plan.

The Upper Hunter Shire Council Community Strategic Plan (CSP) 2027 is a shared vision of what the Upper Hunter Shire Community values and aspires to for the next 10 years. Underneath the CSP exists a range of supporting Strategies.

The Ageing and Disability Strategy (ADS) 2018-27 will articulate the challenges stemming from an ageing population, identify opportunities to enhance and enable our community to become more age friendly and provide Council with a strategic direction to deliver on the communities’ priorities related to ageing and disability.

As mentioned above, Council has existing supporting strategies under the IP&R Framework and this includes the Disability Inclusion Action Plan (DIAP) 2017/2018-2020/2021. Many relevant actions have already been identified within the DIAP that also relate to the ADS and these are noted within the ADS action plan.

The Upper Hunter Shire Council Disability Inclusion Action Plan is focussed on disability throughout the entire life span, however the ADS is focussed upon aged related disability. The likelihood of acquiring a disability or disabilities throughout life increases with age. See below Figure 1, at age 15 you have a 1 in 12 chance of having a disability however at 45 the likelihood is 1 in 6 and at 75 it is 1 in 2.1

Figure 1.
In addition, there are a wide range of disabilities and variance in the impact that this can have upon a person to carry out their daily activities. Figure 2 outlines disability rates by age and percentage of the general population. Percentage are identified upon the basis of disability, severe disability and those requiring assistance. Require assistance relates to a person requiring assistance for selfcare, mobility and/or communication daily.

![Disability Rates By Age](image)

**Figure 2: Population Percentage of Disability Rates by Age.**

**BACKGROUND**

The Upper Hunter Shire Council obtained a grant in 2017 from the Department of Industry, Innovation and Science through the Building Better Regions Fund Community Investments Stream to undertake the preparation of a Strategic Plan focussed on aged care and disability needs through to 2025. A decision has been made to align the Ageing and Disability Strategy (ADS) with Council’s Community Strategic Plan and therefore the ADS has taken a 10-year focus of 2018-2027.

The grant requires the ADS 2018-2027 to identify demand factors and policy trends to better inform planning and infrastructure decisions and assist with the ongoing development and improvement to aged and disability services in the Upper Hunter. Workforce factors and other challenges are also required to be considered and addressed.

In August 2018 Upper Hunter Shire Council engaged the services of SEW Consulting to undertake the community consultation process and prepare the ADS 2018-2017.
PURPOSE

Upper Hunter Shire Council undertakes this process to ensure the following:

- To meet community desires and demands in relation to ageing and disabilities.
- To effectively listen to the community, take on feedback and develop adaptable approaches and efforts.
- To provide specific direction to Council about how to create a more inclusive community.
- To be able to take advantage of future funding opportunities that arise to address identified issues.
- To meet our vision.
- To continue to be an attractive community for people to live, work and visit as they age.

OUR VALUES

- Mutual respect for all people and cultures.
- Ensure staff and community safety.
- Efficient, effective and reliable service.
- Honest, open and accountable.
- Deliver on our Commitments.
- Improved Environmental Responsibility.

OUR COMMITMENT TO THE COMMUNITY

- We will deliver high quality, innovative, consistent and responsive services to the community.
- We respect the rights of everyone to be treated fairly.
- We will keep our community informed about Council services and financial position.
- We will continually strive to improve our services to the community and encourage community engagement.
- We will deliver increased effort in the protection of the environment.
CONTEXT

In this section, the International, National, State and Local policy context of the ageing population is summarised.

International

The World Health Organisation (WHO) has identified 2020-2030 as the *Decade of Healthy Ageing*. In preparation for this combined effort the *Global Strategy on Ageing and Health 2016-2020* was adopted in 2016 and has 5 focus areas:

- Commit to action.
- Age-friendly environments.
- Health systems that meet the needs of older people.
- Long-term-care systems (Sustainable and equitable).
- Data measurement and research.\(^{4}\)

Whilst populations are growing due to longer life expectancy from improved health and improved health care, quality of life and individual abilities are also an important focus. WHO encourages a shift in those planning for ageing to acknowledge the intrinsic capacity of people and focus supports on functional ability instead of a disease-based medical model of care. Making these changes will have valuable social and economic returns, both in terms of health and wellbeing of older people and in enabling their on-going participation in society.

The Upper Hunter Shire Council Ageing and Disability Strategy aims to demonstrate that it is aligned to the 5 strategic priority areas identified within the *Global Strategy on Ageing and Health 2016-2020*. Adoption of the ADS will commit Council to action, provide steps to ensure the Upper Hunter is increasingly an age friendly environment, undertake actions to support our health services and assist develop clearer pathways of support for our residents, engaging them in the community to promote health ageing. In addition, we will take advantage of research findings to ensure we deliver and facilitate evidence-based actions along with reflecting the wishes of our community.

Social Determinants of Health and Sustainable Development Goals

The social determinants of health (SDH) are the conditions in which people are born, grow, work, live, and age, and the wider set of forces and systems shaping the conditions of daily life. These forces and systems include economic policies, development agendas, social norms, social policies and political systems. This provides the basis of understanding that an ageing strategy cannot only focus on health treatment available within a specific town or region but must also consider the context of the community, the physical environment, the social environment, the employment, participation and economic aspects of a community that can impact on healthy ageing.\(^{8}\)

The United Nations 2030 Agenda for Sustainable Development includes 17 Sustainable Development Goals (SDGs). The SDGs provide a comprehensive blueprint to achieve a better and more sustainable future for all and include many aspects related to healthy ageing.
In progressing aspects of the SDGs, Australia can systematically address the social determinants of health and will enable individuals to live both longer and healthier lives where they continue to contribute to their local communities instead of being viewed as a burden.

See below the 17 Sustainable Development Goals.

![Sustainable Development Goals](image)

Figure 3. United Nations Sustainable Development Goals.

National

The Federal Government’s vision for aged care is that by 2022 it will;

- be sustainable and affordable, long into the future
- offer greater choice and flexibility for consumers
- support people to stay at home, and part of their communities, for as long as possible
- encourage aged care businesses to invest and grow
- provide diverse and rewarding career options.

To this end, the Federal Government since 2012 have been implementing a significant reform program to clarify relationships of care responsibilities, improve choice, improve quality and provide a national framework for consumers to better understand and utilise the system. The My Aged Care system has been established as a national intake system across Australia and will provide a better picture for the Federal Government of demand patterns and flows.

The Federal Government provides funding for residential aged care, care packages and the Commonwealth Home Support Program. All three of these programs continue to be shaped by policy adjustments to meet the demand factors of an increasing ageing population. The desire for people to remain in home and “age in place” with care supports is supported through policy settings.

The Australian Government controls some important areas that affect ageing policy. This includes income support, taxation and superannuation, workplace relations, higher education and aged care.
In 2018 a Royal Commission into Aged Care Quality and Safety was announced by the Federal Government and Terms of Reference released, an interim report is due in middle 2019 and final report in 2020, this will obviously have implications for the sector and provide further guidance for all involved.41

Decisions and policy settings from the Federal Government regarding aged care have significant impact on local communities, for example funding settings for residential aged care, and national fees policy for Commonwealth Home Support Program both impact on the viability of services and service providers and how they may be able to exist in smaller population settings like the Upper Hunter.

The transition since 2015 to an aged and community care system that is focussed on Consumer Directed Care (CDC)42 has also had a significant impact upon the sector. Choice, flexibility and co-design of care services, all principles of CDC deliver fundamental shifts in power between the provider and the consumer, they also impact on viability. In a regional and rural sense, the range of services and service providers does not necessarily provide real choice for consumers.

The Upper Hunter Shire Council will need to be agile in its’ response to continuing Federal Government reforms in aged and community care to reduce exposure as an aged care provider and to also be proactive in advocating on behalf of rural communities of the Upper Hunter for sustainable aged care service models.

State

The NSW Government is responsible for a wide range of policy settings and services impacting positive ageing across the state. Whilst Federal Government reform between 2012-15 has seen the State relinquish some previous aged and community care responsibilities, the state remains a provider of health care, social/community housing, family and community services, transport, state roads, planning, justice services and others. The State also provides a range of discounts on services and various benefits to Seniors, as well as administering the NSW Seniors card.

At a policy level, the NSW Ageing Strategy 2016-2020iii guides the State Government and outlines a state vision for the NSW community focussed on people aged 50 years and over, it highlights that by 2031, 1 in 3 people of NSW will be over 50 years of age. In addition life expectancy increased from 68 years in 1972 to 82 in 2015, for most that is an additional 14 years of retirement. This has implications for the community and the economy.

The NSW Intergenerational Report 2016, the third in a series of reports produced by the NSW Treasury, examines trends in population, workforce participation, living arrangements and productivity. Projections in the report inform NSW Government agencies’ planning and actions in response to the state-wide shifts brought about by an ageing population.

Whilst the two documents mentioned above inform and position the State in readiness to adapt and change to meet emerging needs, they also call on the community and others, like Local Government to also develop a whole of government, and whole of community approach to addressing the ageing population, this significantly informs the Upper Hunter Ageing and Disability Strategy 2018-2027.
Local

Demographic shifts due to ageing place pressure on the type and level of services and infrastructure. Council and ageing, disability and community service providers will need to deliver. Pressure on Councils to encourage, facilitate and even provide affordable, adaptable and appropriate housing and housing models will come from the community. Along with this will be an increasing expectation that Council play an increased role in the advocacy and facilitated delivery of health services, especially those programs focussed on broadscale population health programs, wellness, mental health, enablement and information services.

As ageing populations experience decreased mobility and day to day challenges to undertake their activities, they will look to Council and other government authorities to advocate, lead, build, deliver, facilitate, and partner for solutions. Effective local planning and co-design engaging older people, carers, private and not for profit service providers into the process will ensure we are better prepared to meet the challenges ahead and harness the opportunities.

The *Beyond Aged Care Reform Issues for Local Government* paper, developed by Local Government NSW recently identified (October 2018) that the current post reform market based system of Aged and Community Care being developed by the Federal Government will result in service system failure where markets are thin (Not enough scale and/or profit margin), this is the situation for the Upper Hunter with some small centres of population and dispersed settlement.

The dust has not settled on the reform process as yet but the Upper Hunter Shire Council Ageing and Disability Strategy 2018-2027 outlines actions that can be taken now to enhance our community and position Council for future sustainable opportunities.

**ROLES WE PLAY**

* A provider of direct services
* Leader
* Planner
* Owner/Manager of Community Assets and Facilities
* Advocate on behalf of the community
* Partner/Collaborator on projects that benefit the community
* Capacity Builder
* Facilitator
* Funder
* Service Delivery Agent on behalf of other levels of Government
COUNCIL SERVICE PROVISION - Ageing related services

Upper Hunter Shire Council provides:

- **Accommodation Services via**
  - Gummun Hostel Merriwa - A 16 bed aged care facility
  - Murrurundi Independent Living Units - 9 self-care units for over 55’s and people with disabilities
  - Merriwa Independent Living Units - 8 self-care units for over 55’s and people with disabilities run by Upper Hunter Shire Council

- **Local Halls and Community Centres, including Scone Seniors and Men’s Shed**

- **Various services through Council offices**

- **Library services located across the LGA**

- **Pensioner Rates Rebates**

- **Transport via a small bus based at Merriwa**

- **A community directory**

- **Facilitation of a community services Forum/Interagency**

- **Positive stories on ageing and the contribution seniors make to the community**

- **Support of Seniors Festival and other Seniors related events**

- **Community infrastructure, roads, footpaths, shared paths, cycleways, parks, public toilets, play grounds, outdoor exercise equipment, pools/aquatic services.**

- **Planning activities**
Ageing and Disability Strategy (ADS) links to Community Strategic Plan (CSP)

KEY FOCUS AREA – COMMUNITY LIFE

Goal 1 A supported Community

G1 CS1 Advocate for, develop and implement programs, services and facilities for our ageing Community.

G1 CS2 Form partnerships and participate in networks which address the needs and interests of disadvantaged and disability groups in the Community.

G1 CS3 Advocate for, support and provide services and facilities for young people, children, families and people with a disability.

G1 CS4 Facilitate partnerships which create and support a safe, inclusive and caring Community.

KEY FOCUS AREA – COMMUNITY LIFE

Goal 2 Promote wellbeing and a connected, healthy and happy Community.

G2 CS5 Advocate for, support and facilitate the provision of facilities for health and health related services.

G2 CS6 Support existing education facilities and enhance learning opportunities.

G2 CS7 Provide and support a broad range of sport, recreation, health and wellness programs to target age specific needs of residents including younger children, older children, adolescents, families, seniors and people with a disability.

G2 CS8 Provide information and opportunities for everyone, especially those that are disadvantaged to participate fully in our Community life.

KEY FOCUS AREA – BUILT AND NATURAL ENVIRONMENT

Goal 4 Plan for a sustainable future

G4 CS15 Plan, facilitate and provide for a changing population for current and future generations.
KEY FOCUS AREA – ECONOMY AND INFRASTRUCTURE

Goal 6 Increase, enhance and maintain civil infrastructure, Community assets and open spaces to meet the needs of current and future generations.

G6 CS24 Provide for replacement, improvement and additional Community and open space infrastructure through investment, best practice and risk management.

G6 CS25 Provide inviting public spaces that are clean, green, properly maintained, well designed, encourage active participation, family friendly and accessible to all.

KEY FOCUS AREA – ECONOMY AND INFRASTRUCTURE

Goal 7 Enhance and improve the road network and bridges to meet the needs of current and future generations and communicate priorities and progress to the Community.

G7 CS28 Increased Community engagement and updates on infrastructure planning, road priorities, works and improvements.

KEY FOCUS AREA – LEADERSHIP

Goal 8 Provide Community leadership.

G8 CS34 Community is effectively engaged, can provide opinion and contribute to decisions that plan for the present and future of the Upper Hunter Shire.

Goal 9 Advocate for the Community.

G9 CS40 Encourage and build strong partnerships between the Community, business and all levels of government to support implementation of the CSP 2027 and to deliver the Community priorities.

G9 CS42 Provide timely and effective advocacy and leadership on key community issues and priorities.
Figure 4: Upper Hunter Shire Council - Community Strategic Plan Community Priorities

Above: Community Priorities identified within the Community Strategic Plan (CSP) 2027, developed from the top 10 key priorities identified via the CSP consultation process. The 11th segment is related to ensuring the Council remains Fit for the Future, in keeping with NSW Government’s desireable sustainability of Local Councils.

The following table lists the 11 Community Priorities and outlines linkages related to creating a more age friendly community. It demonstrates how each priority delivered well can impact upon making our community more liveable for the ageing population, and therefore benefit the whole community.
<table>
<thead>
<tr>
<th>Community Priorities from CSP 2027</th>
<th>Relationship to ADS 2019-2028</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Rural lifestyle and Country feel are valued and protected, and the Upper Hunter Shire remains quiet, safe, healthy and welcoming.</td>
<td>Sense of security, sense of place that is accommodating of the ageing population, predictable and accessible. Easy to engage in opportunities.</td>
</tr>
<tr>
<td>2. Well maintained, safe, reliable and additional infrastructure, including sporting fields, parks, family and cultural facilities.</td>
<td>Infrastructure that is accessible and inclusive of all people, allowing for intergenerational engagement and increased opportunity for social interaction. Well maintained, means our community infrastructure is valued, enhancing community pride.</td>
</tr>
<tr>
<td>3. Upper Hunter Shire is an effective and efficient organisation focussing on community engagement, action and response.</td>
<td>A responsive and efficient Shire listens to the community and values their feedback and contributions, it directs resources towards informed and evidence based priorities. It harnesses community contributions of all, including the ageing population.</td>
</tr>
<tr>
<td>4. A stronger economic base to attract and retain residents, particularly our young people.</td>
<td>A strong economic base facilitates more options for employment of mature age workers, especially those who desire or require to work post traditional retirement age or explore continued work in a part-time capacity.</td>
</tr>
<tr>
<td>5. Upper Hunter Shire Council demonstrates it is Fit for the Future and can meet all State Government indicators for financial stability.</td>
<td>A viable Shire means that services are being planned, delivered and controlled with local considerations in mind, more closely reflecting local desires.</td>
</tr>
<tr>
<td>6. Upper Hunter Shire has improved and well maintained roads and bridges.</td>
<td>A connected and well maintained road network across the Shire means mature aged drivers are more likely to feel safe using the road and undertake social, health and other vital trips to meet various needs, reducing isolation.</td>
</tr>
<tr>
<td>7. Increase focus on local business, shop occupation and revitalisation of Town Centres.</td>
<td>Activated Town Centres and viable local businesses provide access to services without unreasonable travel barriers, as well as opportunities for social interaction and an ability to “hub” other services.</td>
</tr>
<tr>
<td>8. Reliable and safe water supply.</td>
<td>Facilitating health ageing.</td>
</tr>
<tr>
<td>9. Upper Hunter Shire Council to support and provide community services which promote health, wellbeing and celebration of our culture.</td>
<td>Community services can promote population health initiatives and impact on the social determinants of health, including creating a sense of place via cultural activities.</td>
</tr>
<tr>
<td>11. Increased and innovative tourism and visitor opportunities</td>
<td>The ageing population presents opportunities for increased tourism, such as the RV friendly towns initiative already in place. Accessible Town Centres and facilities will enhance potential visitors.</td>
</tr>
</tbody>
</table>
AGED CARE WORKFORCE CONTEXT

In June 2018, the Federal Government released the Aged Care Workforce Strategy Taskforce’s report, *A Matter of Care-Australia’s aged care workforce strategy*. The Taskforce developed fourteen (14) strategic actions to enhance the sectors ability to meet the needs of the industry and therefore the community in providing a sustainable and reliable aged care workforce into the future.

The Taskforce set their vision as follows;

*‘We exist to inspire people to want to care, enable people to properly care and enhance life through care. Because how we care for our ageing is a reflection of who we are as a nation.’*

Upper Hunter Shire Council aligns ourselves with the intent of this statement and will act to enable our community to support the aged care workforce into the future by focussing on the relevant strategic actions of the fourteen identified, these include;

1. Creation of a social change campaign to reframe caring and promote the workforce

   and

7. Implementing new attraction and retention strategies for the workforce.

While these specific strategies are the responsibility of the sector and the Taskforce to implement, Council can support these efforts locally by promoting the aged and community care sectors as a vital part of the local workforce to meet community needs.

Actions supporting opportunities of local training and education related to aged and community care will be valuable to ensure the Upper Hunter can experience appropriate workforce capacity within this industry.

In addition, promoting the region as a great place to live and work with a comparative lower cost of living than urban environments may assist with some decision making of current and future aged/community care employees to live and work in the Upper Hunter.

Nationally, with the Royal Commission into Aged Care Quality and Safety commencing this year, an interim report is due to Government in October 2019 and the final report due in the first half of 2020. Further consideration of how Local Government, especially those in rural areas can support the sustainability of the aged and community care workforce and the sector more generally will need to be undertaken at that time.

The immediate focus requires promoting the caring industry as a valuable career path, promoting rural living as a benefit for those choosing to work in the industry and supporting vital training and skill development opportunities locally.

*360,000 aged care workers across the country*
CARERS CONTEXT

The 2015 Survey of Disability, Ageing and Carers (SDAC) identified that the average age of a primary carer was 55 years.\textsuperscript{xv}

Over one-third of primary carers (37.8%) were living with disability themselves.

Females made up the majority of carers, representing 68.1% of primary carers and 55.5% of all carers.

For people aged 15 to 64 years, the labour force participation rate for primary carers (56.3%) and other carers (77.2%) was lower than for non-carers (80.3%).

A caring and inclusive community aims to address these inequalities faced by Carers and ultimately provides beneficial effect for care recipients, benefits also flow onto the whole community when carers needs are addressed. The Upper Hunter Shire Council’s Ageing and Disability Strategy takes into account the expected increase in formal Carers within our community and the need to undertake actions to support this valuable group.

Add picture of person and carer
OUR COMMUNITY-Demographic Analysis

The National Census data is collected every 5 years and indicates that over the 10-year period between 2006 and 2016 the Upper Hunter Shire population grew by 1138 people, of this growth 75% is attributable to those aged 55 years or over, as shown in Chart 3. Whilst this growth of approximately 0.8% per year may not seem overly significant, the fact that three quarters of this growth is within the age category of 55 years and over means that they are much more likely to require care services and have a higher demand for accessible infrastructure and facilities than a community with a younger demographic profile.

According to ABS Census data the median age of the LGA between 2006 and 2011 remained the same at 39 years but between 2011 and 2016 it rose to 41 years. The NSW median is 37.5 and the National median is 37.3 (2017 figures). It is expected that the Upper Hunter median age will continue to rise as the baby boomer generation progresses well into their senior years. The NSW median is not expected to hit 41 years until 2056.

The 85 years and over population of the Shire, shown in Chart 4 has increased by 39% between 2006 and 2016, going from 253 persons to 352. Over the life of this strategy growth in persons aged 55 years and over, and significant growth in those aged 85 years is expected to continue. The implication is that there will be a significant demand for community services to assist people age in place, in their own home and also increased demand for residential aged care accommodation.\footnote{Note}


Chart 3. Growth in LGA population, general and 55 years and over. Data Source ABS.

Page 88 of 222 of the Minutes of the Ordinary Meeting of the Upper Hunter Shire Council held on Monday 25 February 2019
Chart 4: Growth in residents 85 years and over between 2006 and 2016. Data source ABS.

Chart 5: Age Profile of Upper Hunter population between 2006-2016. Data source ABS.
**CORE ACTIVITY NEED FOR ASSISTANCE BY AGE**

Above: Chart 6 indicates the number of residents in the Upper Hunter who have a core activity need for assistance by age. As age increases, so too the need for assistance, for personal care, mobility or daily activities.

<table>
<thead>
<tr>
<th>AGE</th>
<th>NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td>0-4 years</td>
<td>8</td>
</tr>
<tr>
<td>5-14 years</td>
<td>49</td>
</tr>
<tr>
<td>15-19 years</td>
<td>13</td>
</tr>
<tr>
<td>20-24 years</td>
<td>5</td>
</tr>
<tr>
<td>25-34 years</td>
<td>21</td>
</tr>
<tr>
<td>35-44 years</td>
<td>40</td>
</tr>
<tr>
<td>45-54 years</td>
<td>51</td>
</tr>
<tr>
<td>55-64 years</td>
<td>69</td>
</tr>
<tr>
<td>65-74 years</td>
<td>130</td>
</tr>
<tr>
<td>75-84 years</td>
<td>109</td>
</tr>
</tbody>
</table>
| 85 years and over | 148
| Total        | 669    |

In the 2016 Census 669 Upper Hunter Residents identified as requiring, Core Activity assistance, 327 males and 342 females.
ABORIGINAL AND TORRES STRAIT ISLANDER POPULATION

In the 2016 National Census 723 people in the Upper Hunter identified as being of Aboriginal or Torres Strait Islander background, this represents 5.1% of the total shire population, compared to the State figure of 2.9% and the National percentage of 2.8%.446

The Aboriginal population of Australia has a lower average life expectancy than the non-Aboriginal population. In NSW, life expectancy for Aboriginal women is 11 years less than non-Aboriginal, and for Aboriginal males it is 12.5 years less. The Federal Government has numerous strategies under the Close the Gap program and Council aims to support this initiative, in addition Council will continue to listen to the local community for ways that it can assist and support positive ageing for our nations’ first people and this is reflected in the action plan.446

The highest priorities identified through consultation in preparation for the Ageing and Disability Strategy for people of Aboriginal and Torres Strait Islander background were:

1. Access to medical services
2. Access to affordable housing
3. Transport, especially to health services and
4. Employment of Aboriginal people within the aged care and community care sectors to provide more culturally appropriate services.

CULTURALLY AND LINGUISTICALLY DIVERSE (CALD) POPULATION

The 2016 Census data for the Upper Hunter reveals that Mandarin, Filipino and Vietnamese were the top three languages spoken at home other than English, while the most common countries of birth other than Australia were, England, New Zealand and Philippines in that order.446

It is true that currently and historically, most of the inward migration to the Upper Hunter is from English speaking countries meaning that many messages and services related to health and ageing will be transferable. One issue identified by there being small numbers of people from non-English speaking countries is that they may (continue to) experience social isolation as they age and service providers and Council will need to monitor how this can be addressed via appropriate messaging.

In summary, UHSC commits to support people from Culturally and Linguistically Diverse Backgrounds as they age and will continue to consult with these communities and service providers to address identified age related issues, and this is reflected in the action plan.
CONSULTATION-How we consulted

In developing the Ageing and Disability Strategy, the following consultation methods were used;

1. **Community survey**
   A total of 44 surveys were collected via electronic means and hard copies, the survey is included as an appendix.

2. **Individual interviews**
   These were undertaken with 19 people from the following organisations;
   - Transcare Hunter Limited
   - Scone Neighbourhood Centre
   - Willow Grove, Aberdeen (Independent Seniors Living)
   - Scone Men’s Shed
   - Aberdeen Men’s Shed
   - Upper Hunter Community Services
   - Aberdeen Golden Oldies
   - Aberdeen Treasures
   - Selected UHSC Staff
   - Scone Historical Society
   - Wanaaruh Local Aboriginal Land Council
   - Upper Hunter Dementia Support Worker
   - Scone Hospital
   - Abilitylinks (Saint Vincent de Paul)

3. **Group presentation**
   - The Upper Hunter Shire Council Community Services Committee (8 people)
   - A Merriwa District Progress Association Public Meeting (25 people)
   - A Murrurundi Focus Group (8 people)
   - Scone Men’s Shed (31 people)
   - Scone Seniors (12 people)
   - Aberdeen Golden Oldies (20 people)
   - Gumman Place, Merriwa (11)

4. **Discussion with Aged Care Service Providers:**
   - Hammond Care, operators of Strathearn Aged Care Facility, Strathearn Villas and Home Care
   - Gumman Place Hostel, Management Committee, Merriwa
   - Calvary Care, Muswellbrook
   - Transcare Hunter
   - Murrawale Retirement Home, Murrurundi
   - Integrated Living Australia

**Promotion of the consultation was via the following:**

- Press Release
- Hunter Valley News Article
- Council Newsletter
- Community Flyer
- Targeted letter box drop
- Targeted personal contact via email or phone
COMMUNITY SURVEY RESULTS

A total of 44 surveys were collected via electronic means and hard copies. The size of the survey response is statistically insignificant to draw any conclusion that it is representative of the broader population. It is a tool to gather local comment from interested persons and more of a qualitative piece than a quantitative result. The survey was designed using predominantly open questions as the format.

Responses to the survey by sex were:

<table>
<thead>
<tr>
<th>Female</th>
<th>Male</th>
</tr>
</thead>
<tbody>
<tr>
<td>59%</td>
<td>41%</td>
</tr>
</tbody>
</table>

Response by Location as %

<table>
<thead>
<tr>
<th>Location</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scone</td>
<td>38%</td>
</tr>
<tr>
<td>Aberdeen</td>
<td>20.5%</td>
</tr>
<tr>
<td>Merriwa</td>
<td>13%</td>
</tr>
<tr>
<td>Murrurundi</td>
<td>11.5%</td>
</tr>
<tr>
<td>Other</td>
<td>11.5%</td>
</tr>
</tbody>
</table>

25
Response by Age

<table>
<thead>
<tr>
<th>Over 50</th>
<th>Under 50</th>
<th>Did not state</th>
</tr>
</thead>
<tbody>
<tr>
<td>73%</td>
<td>13.5%</td>
<td>13.3%</td>
</tr>
</tbody>
</table>

WHAT YOU TOLD US YOU WANT

Via Community Survey and other consultation methods

- Provide more community activities/programs for Seniors
- Improve infrastructure with more accessible streets and pathways
- More easily available information on ageing services-Council as service system navigator
- More accommodation options
- Improved transport
- A heated aquatic centre
- Strong advocacy on maintaining and improving local health services

26
### COMMUNITY FEEDBACK - Summary by Town

<table>
<thead>
<tr>
<th>Aberdeen</th>
<th>Merriwa</th>
</tr>
</thead>
</table>
| - Improve image of town  
- Improve community infrastructure  
- Cultural space and identity  
- Highway crossing points (safety)  
- Improved footpaths  
- Social activities  
- Exercise classes  
- Library hours increased  
- Accessible public toilets  
- Open a Council office at Aberdeen Library  
- Seniors Courses  
- Better seating and shade | - Council led information centre,  
(Council led visitor information centre)  
- Out of hours medical service  
- Transport, in town and out of town  
- More housing options and transition to care options  
- Development of existing aged care  
- Community exercise opportunities  
- Seniors social outings/events  
- Accessible infrastructure (kerbs, seats, streets)  
- More health services  
- Information to households, not just online |

<table>
<thead>
<tr>
<th>Murrurundi</th>
<th>Scone</th>
</tr>
</thead>
</table>
| - More affordable housing options and transition to care options  
- Development of existing and new Aged Care Assets  
- Funding assistance for Murrawale  
- Desire for more independent living units  
- Free gym established for Seniors to use  
- Accessible toilet at library  
- Improved meeting places  
- Transport  
- Improved Health Services  
- More in home care options  
- Maintain local services/businesses  
- Continue Council support of local groups  
- Improve access to pool  
- Allocate a Council position for ageing  
- Upgrade parks  
- More community information | - Hydrotherapy/Heated pool  
- More social, health and recreational programs  
- Computer/Technology Classes  
- Improved public transport  
- Improved and safer road crossings  
- Tourist promotion  
- More community information sessions on transitioning to aged care  
- Improve access to shops  
- Accessible parking spaces  
- Accessible public toilets  
- Better streets and footpaths  
- Expanded Men’s shed  
- More affordable housing  
- Support for Carers/Carers respite  
- Council staff better trained to assist Seniors with information  
- Dementia support |
SERVICE PROVIDER FEEDBACK

Priorities

Partnerships with Council for new assets/infrastructure
More accessible infrastructure, especially pathways
Hydrotherapy/Indoor Heated Pool
Lobby State and Federal Government’s together
Lobby to maintain and improve local health services
Work on creating a more age friendly and dementia friendly community
Facilitate community events, ageing/health/wellbeing forums/expos
Assistance with workforce training, promoting industry as a career generally and specifically to youth and mature age workers
Promotion of area as place to retire, and positive image of ageing locally
Promotion of local services
Resist gated communities (Communities that have controlled access via a gate)
CONSULTATION SUMMARY - *Age friendly communities with dementia friendly towns*

The NSW Ageing Strategy outlines the benefits of maintaining social connections to effectively support good mental and physical health. Communities are more vulnerable when members experience social isolation, and this can result in adverse health effects on individuals, this also has economic impact on communities.

To effectively manage our ageing population the Upper Hunter Shire Council Ageing and Disability Strategy (ADS) 2018-2027 ensures that our efforts and focus are on the social determinants of health just as much as we aim to focus on the need for local medical services.

Achieving positive outcomes for the ageing population is reliant on the actions of many other partners. The State and Federal government, age care providers (for profit and not for profit), and a wide range of community stakeholders all play their part in delivering community care supports and aged care services.

Council does and will have a major impact on how people age in place and are able to experience positive ageing. Council does not and should not aim to be the primary delivery agent of aged care services and instead supports and facilitates related services where possible. Council is a strong advocate for the local community and builds the communities capacity to experience positive ageing.

After consideration of the 44 Community Survey responses, interviews with Aged and Community Care Providers, group consultations and input from over 200 people across the Local Government Area an action plan with 5 themes has been developed. These themes are aligned to the NSW Ageing Strategy Plan 2016-2020

1. Health and Wellbeing
2. Working and Retiring
3. Housing Choices
4. Getting Around and
5. Inclusive Communities

*The overall approach can be summed up as, a whole of Council and whole of community approach to delivering age friendly communities with dementia friendly towns*

This includes;

- increased opportunities for seniors to be involved in their communities and neighbourhoods
- enhanced cultural, creative, sporting and recreational opportunities for seniors
- increased housing and accommodation options
- improved public transport and mobility
- improved local information support services for older people
- strengthening of workforce skills and base of people in the sector
- facilitating community/lifelong education activities for Seniors
- creating age-friendly local communities and dementia friendly towns

See Action Plan on following pages.
ACTION PLAN

See attached
REFERENCES

Australian Bureau of Statistics, Survey of Disability, Ageing and Carers (SDAC) 2015


Australian Network on Disability Welcoming Customers (2017)

Local Government NSW Beyond Aged Care Reform Issues for Local Government (2018)

NSW Ageing Strategy 2016–2020


NSW Intergenerational Report 2016, Sydney


Social Isolation: Its impact on the mental health and wellbeing of older Victorians, Melbourne


United Nations Sustainable Development Goals

Upper Hunter Shire Council Community Strategic Plan 2027, Upper Hunter Shire Council

World Health Organisation-10 Priorities for a Decade of Action on Healthy Ageing (Health Ageing 2020-2030) https://www.who.int/ageing/en/

https://extranet.who.int/agefriendlyworld/


World Health Organisation, Health in All Policies: Progressing the Sustainable Development Goals
END NOTES

1. ABS 2015 Survey of Disability, Ageing and Carers (SDAC). The disability prevalence rate in Australia has remained relatively stable over time, with 18.3% of people reporting disability in 2015.

2. A severe or profound core disability is defined as needing help or assistance in one or more of the areas of self-care, mobility or communication because of a disability, long-term health condition or old age.

3. Rates of disability in Australia are increasing, due in large part to the ageing population, and survival into old age is now a reality for many people who have a lifelong disability. For more information refer to the Australian Institute of Health and Welfare.


4. As cited in UHSC CSP 2017-2027, p7

5. As cited in UHSC CSP 2017-2027, p7


https://www.who.int/ageing/WHO-ALC-10-priorities.pdf

7. Refer to https://www.who.int/ageing/global-strategy/en/

8. More information about social determinants of health in a rural context view

http://ruralhealth.org.au/advocacy/current-focus-areas/social-determinants-health

9. For more Information about Sustainable Development Goals view

https://www.un.org/sustainabledevelopment/


11. For information about the Royal Commission view


12. Consumer Directed Care information is available at


document

document


19. ABS General Community Profile, Upper Hunter, Language and Cultural Diversity 2016
C.02.2 MERRIWA DISTRICT AUSTRALIA DAY COMMITTEE

RESPONSIBLE OFFICER: Kerri Cone - Manager Community Services
AUTHOR: Tash Taaffe - Community Services Officer

PURPOSE

The purpose of this report is to present the minutes of the Merriwa District Australia Day Committee meetings held on 15 January 2019 and 5 February 2019.

RECOMMENDATION

That Council:
1. endorse the minutes of the Merriwa District Australia Day Committee meeting held on 5 February 2019.
2. endorse the minutes of the Merriwa District Australia Day Committee meeting held on 15 January 2019.

BACKGROUND

The Merriwa District Australia Day committee coordinates the Australia Day celebrations for the Merriwa District. The Committee meets regularly in the lead up to the event.

REPORT/PROPOSAL

A meeting of the Merriwa District Australia Day Committee was held on 5 February 2019 to review the 2019 Australia Day – Merriwa District event. The committee were very satisfied with the events proceedings, in particular the attendance (approximately 110), the set up of the venue and the assistance received on the day from volunteers and the Committee.

OPTIONS

1. endorse the minutes of the Merriwa District Australia Day Committee meetings held on 15 January 2019 and 5 February 2019.
2. not endorse the minutes in their current form.

CONSULTATION

- Merriwa District Australia Day Committee

STRATEGIC LINKS

a. Community Strategic Plan 2027

This report links to the Community Strategic Plan 2027 as follows:

COMMUNITY LIFE
Goal 2 CS9 Value our heritage and cultural diversity, celebrating together and fostering creativity.

We are working to achieve the following Community Priorities:
b. Delivery Program

- Facilitate cultural partnerships with the community.
- Work with target groups in the community to initiate culturally appropriate activities.
- Facilitate and manage community cultural events and activities.

c. Other Plans

NIL

**IMPLICATIONS**

a. Policy and Procedural Implications

NIL

b. Financial Implications

NIL

c. Legislative Implications

NIL

d. Risk Implications

NIL

e. Other Implications

NIL

**CONCLUSION**

The Committee is of the view that the 2019 Australia Day – Merriwa District event was a success.

**ATTACHMENTS**

1. Minutes of Australia Day Committee - Merriwa District - 5 February 2019

**RESOLVED**

That Council:

1. endorse the minutes of the Merriwa District Australia Day Committee meeting held on 5 February 2019.
2. endorse the minutes of the Merriwa District Australia Day Committee meeting held on 15 January 2019.

Moved: Cr R Campbell  Seconded: Cr J Burns  CARRIED
MINUTES OF THE AUSTRALIA DAY COMMITTEE - MERRIWA DISTRICT MEETING - TUESDAY 5 FEBRUARY 2019

PRESENT: Mr Arthur Williams (Chair), Cr Ron Campbell, Mr Bryan Baker, Mrs Shirley Hunt, Mrs Dale Wesley, Mr Ean Cottle, Mrs Deirdre Peebles, Mrs Margaret Wright, Mrs Kay Burgess and Mrs Jan Cronin

IN ATTENDANCE: Tash Taaffe (minutes)

1. APOLOGIES
There were no apologies.

2. DISCLOSURE OF INTEREST -nil

3. PREVIOUS MINUTES

RECOMMENDATION
That the minutes of the Australia Day Committee - Merriwa District Meeting held on 15 January 2019, as circulated, be taken as read and confirmed as a correct record.

Moved: E Cottle Seconded: S Hunt

4. BUSINESS ARISING FROM PREVIOUS MINUTES - nil

5. AGENDA ITEMS

Review of 2019 event - All in agreement another successful event. Good numbers with the venue seating at capacity (approximately 110). Excellent support received from Cassilis Bowling Club committee with set up and pack up. Dale Wesley felt more music was needed at the ceremony and for there to be music in the background during the lunch. Tash Taaffe reported one of the songs lyrics was inappropriate for younger audience at the pool party and will ask the DJ to be mindful of this when preparing the playlist for next year. The Committee have no particular preference for the Ambassador next year (eg entertainer, sportsperson).

Cr Campbell commended Dale Wesley on her display interpretation of the UN Year of theme for moderation and Tash Taaffe for her overall coordination of the event.

6. ACTION SHEET
(a) Tash Taaffe to send letters to Cassilis Bowling Club, IGA and Cassilis Public School.

7. CORRESPONDENCE
IN 4.2.19 email - Rod Cunningham invoice for DJ services.
IN 29.1.19 email – Pauline Lawler invoice for photography.
OUT 29.1.19 email – request for invoice from Eat I53 for Ambassador dinner
OUT 29.1.19 email – request for additional Australian flag to Barnaby Joyce MP

8. GENERAL BUSINESS - nil

9. NEXT MEETING – Merriwa RSL Fletcher Room – Tuesday 15th October 2019

The meeting was declared closed at 6.35pm.
PRESENT: Mr Bryan Baker (Acting Chair), Cr Ron Campbell, Mrs Shirley Hunt, Mrs Dale Wesley, Mr Ean Cottle, Mrs Margaret Wright, Mrs Deirdre Peebles, Mrs Kay Burgess and Mrs Jan Cronin

IN ATTENDANCE: Tash Taaffe (Community Services Officer) and Jan Wilton, Paula Palmer, Hilary Parker (Cassilis Bowling Club Committee)

1. APOLOGIES

RECOMMENDATION
That the apologies received from Arthur Williams be accepted.

Moved: D. Peebles  Seconded: E. Cottle

2. DISCLOSURE OF INTEREST - nil

3. PREVIOUS MINUTES

RECOMMENDATION
That the minutes of the Australia Day Committee - Merriwa District Meeting held on 22 November 2018, as circulated, be taken as read and confirmed as a correct record.

Moved: E. Cottle  Seconded: D. Wesley

4. BUSINESS ARISING FROM PREVIOUS MINUTES

(a) New Committee Members – D. Peebles approached Darren Noonan, Des Turnbull, Brian and Fiona Cornish to become members, without success.

5. AGENDA ITEMS

(a) Ambassador – Lana and Roger Borg of the Mama Lana Foundation (accompanied by their two children) will be this year’s Australia Day Ambassadors. To accommodate the children, the El Dorando family room has been booked. They will also attend the Ambassador dinner on Friday 25 January at Eat 153. At this stage, no request has been made for a town tour.

(b) Set up for Cassilis Bowling Club – Jan Wilton, Hilary Parker, Paula Palmer were in attendance representing the Cassilis Bowling Club. They will open on Friday 25 January from 2.00pm for the committee to do the table, flag and decoration set up. D Wesley will set up her own display on Saturday morning. J. Wilton will ask Tad to assist with tables. E Cottle, S Hunt, D Peebles, T Taaffe will attend Friday setup – others will come if able.

The Club will open at 8.30am Saturday for the committee to prepare fruit platters and table settings. Use of kitchen is permitted. H Parker to request lectern and BBQ from Cassilis Public School.

T Taaffe to supply 70 flyers for Cassilis mail drop off to J Wilton. T Taaffe asked Club if they would like to incorporate anything in the display on the day eg promotion of Rodeo, P Palmer to ask Rodeo Committee. J. Wilton advised the Club will assist with clean up after the event, will put water jugs and plastic cups on the tables and will coordinate the erection
of gazebos on the green. T. Taaffe requested J. Wilton put an emergency assembly point poster up on the green.

**ACTION SHEET** – see attached updated

**CORRESPONDENCE**

**OUT** 9.1.19 – letters out to nominees/nominators inviting them to attend Australia Day 2019 event

**IN** 26.11.18- email in from Cheryl Cunningham $450 quote and confirmation they are available.

**GENERAL BUSINESS**

(a) **Citizenship Ceremony** – T Taaffe advised there is one Merriwa resident attending the Citizenship ceremony in Scone. R Cox advised it was not possible to have a Ceremony held in Cassilis this year as it needs to be performed by either the Mayor or Deputy, as both are engaged elsewhere in Scone/Murrurundi ceremonies and would not be able to make the Merriwa ceremony in time. Nine Australian Citizens will be welcomed at the Scone ceremony.

(b) **Shire Newsletter** – B Baker advised there was no mention of the pool party for Merriwa on recent Shire newsletter. T Taaffe to follow up with Communications.

(c) **Running Sheet/Program** – A Williams (via phone) requested blurbs on each of the nominees be similar size for each. T Taaffe to edit longer nominations.

**TIMELINE:**

**Friday**

1pm – D Peebles to collect meat from Max and take to Club coolroom

2pm - Busy bee at Cassilis Bowling Club – set up flags, tables, decorations

6pm – Dinner with Ambassador at Eat 153 (Kylies)

**Saturday**

8.30am – Finalise decorations, prepare fruit platters

10.30am - Ceremony commences

1 to 1.30pm – Ceremony concludes

1.30 to 3pm – Clean up

2pm to 6pm – Merriwa Pool Party (T. Taaffe).

**NEXT MEETING on Tuesday 5 February 2019** at Merriwa RSL, 6pm

The meeting was declared closed at 7.25pm.
C.02.3 UPPER HUNTER & KIA-ORA YOUTH MUSIC COMMITTEE

RESPONSIBLE OFFICER: Kerri Cone - Manager Community Services

AUTHOR: Amanda Catzikiris - Community Services Officer

PURPOSE

The purpose of this report is to present the minutes of the Upper Hunter & Kia-Ora Youth Music Committee meetings held on 5 February 2019 and 23 October 2018.

RECOMMENDATION

That Council:

1. endorse the minutes of the Upper Hunter & Kia-Ora Youth Music Committee held on 5 February 2019.
2. endorse the minutes of the Upper Hunter & Kia-Ora Youth Music Committee meeting held on 23 October 2018.

BACKGROUND

The Upper Hunter Shire & Kia-Ora Youth Music Committee oversees the annual Youth Music Camp. Council is one of the major sponsors of this cultural event. All funds for the event are held within Council's finances.

REPORT/PROPOSAL

The Upper Hunter and Kia-Ora Youth Music Camp will be held on 27, 28 and 29 March 2019. The finale concert will be held at the MPU at Scone High School on the Friday evening. Enrolments are currently open and students from every school in the Upper Hunter Shire have been invited to participate in the 2019 camp. There will be six sections on offer with activities for all abilities and interests.

OPTIONS

1. endorse the minutes of the Merriwa District Australia Day Committee meetings held on 23 October 2018 and 5 February 2019.
2. Not endorse the minutes in their current form.

CONSULTATION

Nil

STRATEGIC LINKS

a. Community Strategic Plan 2027

This report links to the Community Strategic Plan 2027 as follows:

COMMUNITY LIFE
Goal 2 Promote wellbeing and a connected, healthy and happy Community.

- CS6 Support existing education facilities and enhance learning opportunities.
- CS9 Value our heritage and cultural diversity, celebrating together and fostering creativity.
We are working to achieve the following Community Priorities:

**b. Delivery Program**
- Facilitate cultural partnerships with the community.
- Work with target groups in the community to initiate culturally appropriate activities.
- Facilitation and management community cultural events and activities.

**c. Other Plans**
Nil

**IMPLICATIONS**

**a. Policy and Procedural Implications**
Nil

**b. Financial Implications**
Nil

**c. Legislative Implications**
Nil

**d. Risk Implications**
Nil

**e. Other Implications**
Nil

**CONCLUSION**

Upper Hunter and Kia-Ora Music Camp is an important cultural event for students attending school in the Upper Hunter Shire.

**ATTACHMENTS**

1. Upper Hunter Shire & Kia-Ora Youth Music Committee - 5 February 2019 - Minutes
2. Upper Hunter Shire & Kia-Ora Youth Music Committee - 23 October 2018 - Minutes

**RESOLVED**

That Council:

1. endorse the minutes of the Upper Hunter & Kia-Ora Youth Music Committee held on 5 February 2019.
2. endorse the minutes of the Upper Hunter & Kia-Ora Youth Music Committee meeting held on 23 October 2018.

Moved: Cr J Burns
Seconded: Cr L Driscoll
CARRIED
PRESENT:  Mr Aaron Rothemund, Ms Elizabeth Hickey, Mr Jason Buckley, Mrs Gillian Miles, Dr Ian Cook (phone).

IN ATTENDANCE: Mrs Heather Delechantos, Mrs Amanda Catzikiris, Mr Wayne Phelps

1. APOLOGIES

RECOMMENDATION
That the apologies received from Mr Bob Rose and Mayor Wayne Bedggood be accepted.
Moved: Mr Aaron Rothemund  Seconded: Mr Jason Buckley

2. DISCLOSURE OF INTEREST

Nil

3. PREVIOUS MINUTES

RECOMMENDATION
That the minutes of the Upper Hunter & Kia-Ora Youth Music Committee Meeting held on 23 October 2018, as circulated, be taken as read and confirmed as a correct record.
Moved: Mr Aaron Rothemund  Seconded: Mr Jason Buckley

4. BUSINESS ARISING FROM PREVIOUS MINUTES

4.1 Parent Working Party – will meet again after the 2019 camp.

4.2 Thank you letters for 2018 & sponsorship for 2019 – Mr Bob Rose thanked the sponsors for their generous contributions to the music camp. All parties are happy to extend their sponsorship in 2019.

4.3 Catering at Concert – Mr Aaron Rothemund has organised a coffee van for the finale concert. Scone High School has confirmed parking arrangements near the MPU for the van. Mrs Amanda Catzikiris will contact local community groups to determine if there is interest in hosting a BBQ prior to the Concert. All funds raised would go to the community group.

4.4 Tutors 2019 – The choir tutor, Mr Andrew Legg, has declined to attend the camp due to unexpected work commitments. He has organised Ms Katy Raucher to take his place. She comes highly recommended and will be a great asset to the camp. Scion Sound & Lighting have confirmed their availability. Dr Ian Cook will send them a draft run-sheet prior to the camp so they can provide a quote for service.

4.5 Award winners 2018 – Merit winners attended the Lord of the Rings performance at the University of Newcastle on Saturday 10 November 2018. The only awards that are outstanding to date are the Strings award which will be carried over until 2019 as the recipient is on extended travel and the vocal award. This will be finalised during term 1.
5. **AGENDA ITEMS**

5.1 Logo competition – Congratulations to Ruby Hyland for the winning design for the 2019 camp. Ruby is in year 7 at Scone Grammar School. Her design will be used in all promotional material for the camp and the t-shirt print.

5.2 KAWAI Piano workshop – Mr Jordan Wett will tutor this section. The pianos will be delivered to the Scone Administration Building and transported to Scone High School on the first day of camp. The pianos will be available for sale after the camp. Remaining pianos will be the property of the music camp for future use.

5.3 Facebook – The Council Communications Team have set up a Music Camp Facebook page to share information and promote the camp.

6. **ACTION SHEET**

- Mrs Amanda Catzikiris to email Mr Bob Rose regarding availability of Mr Craig Byrnes to drive the bus during the camp to transport students between venues.

- Mrs Amanda Catzikiris will distribute enrolment forms to all schools. They are also available at Council offices and on the Council website. Mr Aaron Rothemund will distribute forms at the Upper Hunter Conservatorium of Music.

- Update to tutor timetables to include a reminder that all tutors are to return to St Luke’s Hall at the end of each day of camp. Tutors will be provided with scholarship / award criteria prior to the camp. The selection process will be discussed with Mr Aaron Rothemund.

- Information regarding student dietary requirements to be included in the information packs to assist in catering at the finale concert. Also to include promotion of the BBQ dinner.

- Mr Aaron Rothemund will organise supervisor teacher rosters for the camp once enrolments have been finalised. A meeting will be held for all supervisor teachers on Tuesday 26 March.

- Mrs Amanda Catzikiris to organise a booking for the tutor dinner on Wednesday 27 March during camp.

7. **CORRESPONDENCE**

Nil

8. **GENERAL BUSINESS**

8.1 Financial assistance for enrolment – Mrs Amanda Catzikiris to advise all school principals that there are discretionary funds available for camp enrolment fees for families that may be experiencing financial hardship during the drought.

9. **NEXT MEETING**

To be advised.

The meeting was declared closed at 5.45pm.
MINUTES OF THE UPPER HUNTER & KIA-ORA YOUTH MUSIC COMMITTEE MEETING - TUESDAY 23 OCTOBER 2018 - 4.30pm

PRESENT: Mr Aaron Rothemund, Ms Elizabeth Hickey, Dr Ian Cook

IN ATTENDANCE: Mrs Amanda Catzikiris, Mr Wayne Phelps

1. APOLOGIES

RECOMMENDATION
That the apologies received from Mayor Wayne Bedggood, Mr Bob Rose, Mrs Gillian Miles, Mr Jason Buckley be accepted.
Moved: Dr Ian Cook                                      Seconded: Mr Aaron Rothemund

2. DISCLOSURE OF INTEREST
Nil

3. PREVIOUS MINUTES

RECOMMENDATION
That the minutes of the Upper Hunter & Kia-Ora Youth Music Committee Meeting held on 31 July 2018, as circulated, be taken as read and confirmed as a correct record.
Moved: Mr Aaron Rothemund                                      Seconded: Dr Ian Cook

4. BUSINESS ARISING FROM PREVIOUS MINUTES

4.1 Promotion activities – Mr Aaron Rothemund will contact Ms Chic Taylor to obtain footage from previous camps. This will be used to promote the camp in particular the schools that have low student attendance at the camp. Mr Aaron Rothemund and Ms Elizabeth Hickey will organise a suitable time to meet with the Principal of Scone High School to increase interest in the camp activities.

4.2 Tutors 2019 – All tutors have been confirmed with the exception of flute, dance and Kawai. Mr Aaron Rothemund and Dr Ian Cook will finalise these arrangements.

4.3 Parent working party – A meeting is scheduled for term 4.

4.4 Budget for 2019 - Mr Wayne Phelps presented the budget and discussed the items.

4.5 Planning 2020 – Dr Ian Cook will follow up sponsorship opportunities with Mr Bob Rose.

4.6 Excursion for Merit Award students – Dr Ian Cook confirmed seating at the Lord of the Rings performance at the University of Newcastle on Saturday 10 November 2018. Mr Aaron Rothemund will organise bus hire at Scone Grammar School and ask Mr Craig Byrnes to drive. Mrs Amanda Catzikiris will contact students / parents, finalise numbers and purchase tickets.

4.7 Venues for the 2019 Camp – Most venues have been booked. Mr Aaron Rothemund will contact Scone High School in regards to using the MPU for the KAWAI section. We will need to consider a backup venue if the renovations are underway at the Old Court Theatre.
5. **AGENDA ITEMS**

5.1 Sponsorship 2019 – Mrs Amanda Catzikiris to contact Mrs Gillan Miles and Mr Bob Rose to ensure that all sponsors have been officially thanked for their involvement in the 2018 camp and confirm their interest in sponsorship for 2019 prior to sending the invoices. Dr Ian Cook discussed the possibility of seeking philanthropic support from Creative Partnership Plus One.

5.2 Catering at the 2019 Concert – Feedback from the 2018 concert highlighted the need to increase the catering at the concert. Mr Aaron Rothemund will investigate the option of a mobile coffee / food van parking in the school grounds and selling food and beverages before and during the concert. Mrs Amanda Catzikiris will invite the Scone High School SRC to provide the BBQ for students and the P&C to provide light refreshments during the concert interval.

6. **ACTION SHEET**

- Finalise tutors for 2019 as per business arising.
- Discuss possible sponsorship arrangements for the 2020 camp – Dr Ian Cook and Mr Bob Rose.
- Organise excursion for the Merit winners from the 2017 & 2018 camp – Mrs Amanda Catzikiris and Mr Aaron Rothemund.
- Thank you letters to sponsors – Mrs Gillian Miles.

7. **CORRESPONDENCE**

Nil

8. **GENERAL BUSINESS**

Nil

9. **NEXT MEETING**

4.30pm, Tuesday 5 February 2019

*The meeting was declared closed at 5.25pm.*
C.02.4  

**UPPER HUNTER LIBRARY SERVICES ADVISORY COMMITTEE**

**RESPONSIBLE OFFICER:** Mathew Pringle - Director Environmental & Community Services  
**AUTHOR:** Kerri Cone - Manager Community Services

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**RECOMMENDATION**

That Council:

1. endorse the minutes of the Upper Hunter Library Services Advisory Committee meeting held on 13 February 2019.  
2. endorse the minutes of the Upper Hunter Library Services Advisory Committee held 8 August 2018.

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**BACKGROUND**

The Upper Hunter Library Services Advisory Committee represents the interests of the broader community on library related matters, providing feedback on our five shire branches. The committee meets every second month. Council is represented on this committee by Cr Sue Abbott (Chairperson), Cr Lorna Driscoll, and Cr Ron Campbell.

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**REPORT/PROPOSAL**

The Committee discussed reports provided by the Library Co-ordinator, Technical Services Librarian and Manager of Community Services.

Advice was provided by the Committee on a wide range of issues including:

- The Pop Up Library Project be concluded, and converted to a series of promotional events in more remote villages in the shire including Moonan, Settlement Hall and Timor.  
- Promotion of new Merriwa Library opening hours was needed quickly including in local newsletters  
- The 2029-20 budget should include more staff hours to accommodate library and promotional activities  
- A sale of culled books could be held during the Festival of the Fleeces  
- Purchase of permanent outdoor bench on decking at Merriwa Library and other signage was suggested

Other Library activities and issues were noted including:

- Collaborative activities with Muswellbrook/Denman Libraries  
- Grant application for Murrurundi toilet and playspace – awaiting outcome

The Committee will next meet in Scone on 10th April

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**ATTACHMENTS**

1. Upper Hunter Library Services Advisory Committee - 13 February 2019 - Minutes  
2. Upper Hunter Library Services Advisory Committee - 8 August 2018 - Minutes
RESOLVED
That Council:
1. note the minutes of the Upper Hunter Library Services Advisory Committee meeting held on 13 February 2019.
2. endorse the minutes of the Upper Hunter Library Services Advisory Committee held 8 August 2018.

Moved: Cr L Watts  Seconded: Cr S Abbott  CARRIED
MINUTES OF THE UPPER HUNTER LIBRARY SERVICES
ADVISORY COMMITTEE MEETING - WEDNESDAY 13 FEBRUARY
2019 - 5.30pm at Cassilis Library

PRESENT: Cr Sue Abbott (Chairperson), Cr Ron Campbell, Ms Jayne Cronin, Ms Penelope Fenley, Ms Deirdre Peebles

IN ATTENDANCE: Ms Kerri Cone (Manager Community Services)- Minutes, Ms Elizabeth Walter (Library Co-ordinator)

1. APOLOGIES

RECOMMENDATION
That the apologies received from Ms Louise Broomfield, Mr Mat Pringle and Technical Services Librarian be accepted.

MOVED: Cr Ron Campbell SECONDED: Ms Penelope Fenley CARRIED

2. DISCLOSURE OF INTEREST

Nil

3. PREVIOUS MINUTES

RECOMMENDATION
That the minutes of the Upper Hunter Library Services Advisory Committee Meeting held on 8th August 2018, as circulated, be taken as read and confirmed as a correct record.

MOVED: Ms Deirdre Peebles SECONDED: Ms Jayne Cronin CARRIED

4. BUSINESS ARISING FROM PREVIOUS MINUTES

Issues dealt with in reports and general business.

5. AGENDA ITEMS

a. LIBRARY CO-ORDINATOR’S REPORT

Ms Elizabeth Walter spoke to her report previously prepared for the December meeting that had been cancelled. She added additional information for the December to January period in regard to Library activities.

Pop Up Library: Ms Elizabeth Walters reported that the pop Up Library had been visiting Wingen in co-operation with Toybox visits, but staff had decided to stop visits after maximising the outcomes to be achieved. The pop Up Library had been a project to trial visits to our outlying towns to promote the services of the library, take out resources for lending, and to promote and increase the membership. Initial visits had been undertaken to Bunnan, and then more recently Wingen. Library staff had been planning to trial Parkville, Gundy or Timor next.

There was general discussion about this project including suggestions that more isolated and remote communities should be targeted such as Settlement Hall, Moonan, Belltrees and Timor. The overall consensus was that Parkville and Gundy were sufficiently close to a Shire Library, and Ms Elizabeth Walter said that feedback from Bunnan and Wingen had
sometimes been that participants enjoyed trips to the larger Libraries to borrow books and join in activities. Some new members had been gained during the visits, but a number of people were already members.

Some committee members felt that we should be encouraging people from outlying villages and towns to visit the five libraries we provide, to gain maximum benefit.

The Committee members advised staff that future visits should be aimed at remote villages, and focus on singular visits that promoted the five Upper Hunter Shire Libraries, perhaps incorporating a social event.

Ms Elizabeth Walter indicated there were some advantages in working in conjunction with Toybox visits, such as safety, a ready audience and pre organised venue arrangements. She indicated that further discussions with Toybox would be undertaken to assess the best approach.

Committee members indicated they would like a report on the Pop Up Library project including benefits and achievements.

**Summer Reading Club**

Ms Elizabeth Walter gave a report on the recent school holiday activities. The Reading Club had been organised in conjunction with Muswellbrook and Denman Libraries to ensure a collaborative approach. Ms Jayne Cronin said the approach and promotion had looked very positive in the community.

The Magic Show had been held at Scone and Merriwa attracting significant interest from parents and children. Ms. Penelope Fenley questioned the ratio of children to staff and how this had been dealt with. Ms Elizabeth Walter indicated that parents had been informed through various methods and at booking in, that all children needed to be accompanied by an adult. Ms Penelope Fenley questioned how staff had coped with such large numbers. Ms Elizabeth Walter indicated that help was available at both venues in setting up, and staff just needed to ask for assistance if they needed it. Ms Elizabeth Walter had been in attendance when Ms Sheree Kelly had been setting up for the Merriwa Show.

**Other Activities**

Ms Elizabeth Walter indicated that staff had now received some training in the Find My Past program, and Aberdeen was now running a fortnightly session. The Ukulele group in Murrurundi was also going well at the Library.

**Merriwa Library**

Ms Penelope Fenley expressed concern over a number of issues at Merriwa Library and was supported by Ms Jayne Cronin:

*Opening times had not been promoted effectively* – in the last week, Ms Jayne Cronin had attended the Library with children, but found the Library was closed.

Ms Elizabeth Walter and Ms Kerri Cone apologised saying that the transition to the new Customer Service Library Officer has just commenced and interim hours were still being finalised. Both members indicated that the website had a set of hours that now seemed incorrect. A scheduled meeting to finalise hours had had to be cancelled, but would be held the next day, and the interim hours would be posted on the door and in the media as soon as finalised. Ms Elizabeth Walter had spent the past week in Merriwa providing induction training to the new person in the role, Ms Yvette Hogden.

**Hours of Service in the New Library**

Ms Penelope Fenley said that longer hours had been promised for the Merriwa Library and she believed these had been reduced. Ms Kerri Cone indicated that the plan was for the Library to open fulltime in the same hours of the Administration Office after Easter, to allow time for the new Customer Service Library Officer, and the new Customer Service Trainee.
just appointed, to undertake some library training. The hours were still being negotiated including how Cassilis Library would operate.

Ms Penelope Fenley also indicated the Library had been closed on a Friday and Saturday without warning. Ms Elizabeth Walter indicated this had been due to staff shortages and signs were placed on the doors. It was acknowledged that customer notification and information need to be improved, and would be posted on the media as soon as finalised.

Further it was raised that Saturdays would be closed when the new hours started and Ms Penelope Fenley indicated there had been other people using the library on a Saturday when she had been there and she felt numbers were increasing. Staff indicated that the number of people utilising the Library on a Saturday had been very small over a long period, but there would be a trial of extended hours on Thursdays. Ms Penelope Fenley asked if the new hours would be permanent and if the community would be asked for feedback. Staff indicated that the hours had to be negotiated with the Customer Service section who would share the new officer, and would also provide basic library services when there was no officer in the Library. The hours would need to be trialled, and there would be a survey conducted in the community after a suitable period of time.

Ms Penelope Fenley questioned how accurate numbers of people would be recorded as there was no electronic people counter currently being used. Ms Kerri Cone explained that the Library Officers did a manual count, but that an electronic people counter had been selected and would be functional when the library opened fulltime, so people entering would be counted, when a staff member was not on duty in the library.

Ms Penelope Fenley indicated there had been a large roll up of people using the Library on a Saturday for a sustainability workshop. This had been a special function organised by Ms Melinda Hale, Council’s Sustainability Manager.

It was also raised that a “Connect Workshop” had been held in the Library, but the computers volumes could not be increased, and the smart TV did not seem to have leads. Staff said they would follow this up with IT to find a suitable solution.

Ms Penelope Fenley requested that the notification system for Inter Library Loans be automated to enable quick notification when books arrive into the Libraries. She had been notified late of an Interlibrary loan, but had insufficient time to read it in the library due to closure. Ms Elizabeth Walter to follow up and amend any issues.

Cr Ron Campbell expressed the view that the new library was currently the “Gem in the Crown” of our Libraries and we should be promoting it to maximise usage. Local media – Diary & Ringer should be utilised more.

Committee members further indicated that Ms Sheree Kelly (our casual Library Officer) had done an excellent job and had been well received by the community, while the final position had been determined. Ms Yvette Hogden commenced the new position on 11th February, and the Committee members wished her well.

Members also requested a report on the New Merriwa Library be provided.

Moved that the report be accepted
MOVED: Ms Jayne Cronin SECONDED: Cr Sue Abbott CARRIED

b. TECHNICAL LIBRARIAN’S REPORT(TSL)

The Committee noted the Report provided.
It noted that one of the tasks of the TSL was in relation to maintaining the membership database. Members requested that statistics be provided regularly for membership by geographical location.

Ms Penelope Fenley enquired what was happening with donations. Ms Elizabeth Walter indicated that there had been no action on donations while a stocktake had been undertaken and “not on file” books had been dealt with. This huge process was now complete. Normally, if a donation meets the guidelines it is processed and put into the library.

It was noted that the collection, which is jointly owned, was being floated to reduce transport costs. Ms Penelope Fenley indicated care needed to be taken with special Collections (eg Murrurundi’s War collection) which should be accessed in the Library and not placed on loan.

There was general discussion in regard to how best to gain meeting access to the Technical Services Librarian during meetings. Members felt that Skype technology should be trialled. The June 12th Meeting at Merriwa would be held at 5pm to accommodate Muswellbrook staff work hours, with the TSL first on the agenda.

Moved that the Report be accepted
MOVED: Ms Penelope Fenley SECONDED: Cr Ron Campbell MOVED

6. ACTION SHEET

7. CORRESPONDENCE
Nil

8. GENERAL BUSINESS
a. Library Issues Report (from December 2018)
This report was noted. The Murrurundi Toilet and Outdoor Playspace grant application was resubmitted with other projects for grant funding. Staff are currently awaiting the outcome.

Joint Collaborative activities had been discussed at the Network meeting, resulting in a joint Summer Reading Activity and promotion. It was noted that the Collaborative Grant (approx. $4,360) from State Library had been cut this year, as part of reduced money to Libraries. Moved the report be accepted.
MOVED: Cr Ron Campbell SECONDED: Ms Deirdre Peebles CARRIED

b. Budget 2019-20
Ms Kerri Cone said that budgets were currently being prepared and sought any comments or ideas for library items the committee felt should be considered. The Committee felt that staff needed to continue to improve promotions so they were better and smarter, rather than increasing the budget in this area. Members further expressed the view that there should be an allowance for increased staffing hours to allow special events and training opportunities.

c. Final expenditure of Merriwa Grant
Ms Kerri Cone indicated there was a final amount from the second Merriwa Library grant to be spent shortly, assigned to furnishings and signage, and sought any comments. An internal hanging sign near the entry door indicating where the adult area is, and some permanent seating on the outside decking along the brick wall was suggested.

d. Book Sale
Members enquired what was happening to redundant books in the old Merriwa Library, and suggested a book sale coinciding with the Festival of the Fleeces on the June Long weekend. Ms Elizabeth Walter and Ms Yvette Hogden to follow this up.
9. **NEXT MEETING**

The proposed meetings for the year were confirmed as:
- April 10: Scone Library, 5.30pm
- June 12: Merriwa Library commencing 5pm – Skype with TSL if possible
- August 14: Murrurundi Library 5.30pm
- October 9: Aberdeen Library 5.30pm
- December 11: Scone Library 5.30pm

**Location of Meetings**

There was discussion in regard to the long trip to Cassilis for some staff and members, and the value of meetings in the Cassilis Library. Cr Ron Campbell expressed concern that no advertising of the meeting had been undertaken to encourage Cassilis residents to attend. Some members expressed the view that it was only once per year, and important to include more remote communities in our Shire in library discussions.

The decision was to hold a meeting in Cassilis again in 2020, and specifically invite the school community to attend, as well as general advertising to the community. The meeting agenda was to be reduced, a social supper provided, and introduce the Merriwa Customer Service Library Officer to the community. The Committee felt Ms Yvette Hogden should be encouraged to make contact with the school to promote Library services and perhaps read a book, or be involved in the simultaneous reading event. Cr Ron Campbell will discuss with the Cassilis school principal, how such an event might work.

*The meeting was declared closed at 7.45pm.*
PRESENT: Cr Lorna Driscoll (Chairperson), Ms Jayne Cronin, Ms Penelope Fenley, Ms Deirdre Peebles, Ms Louise Broomfield

IN ATTENDANCE: Ms Kerri Cone (Minutes) Manager Community Services, Ms Virginia Risby (Library Officer, Murrurundi)

1. APOLOGIES

RECOMMENDATION

That the apologies received from Cr Sue Abbott, Cr Ron Campbell, Mr Mat Pringle (Director Environmental and Community Services), Ms Elizabeth Walter (Library Coordinator) Ms Dion Hockley (TSL representative) be accepted.

Moved: Ms Deirdre Peebles Seconded: Ms. Louise Broomfield CARRIED

2. DISCLOSURE OF INTEREST

Nil

3. PREVIOUS MINUTES

RECOMMENDATION

That the minutes of the Upper Hunter Library Services Advisory Committee Meeting held on 20 June 2018, as circulated, be taken as read and confirmed as a correct record.

Moved: Ms Deirdre Peebles Seconded: Ms Penelope Fenley CARRIED

4. BUSINESS ARISING FROM PREVIOUS MINUTES

a. Merriwa Library Opening

Members noted that the Merriwa Library opening on 27th July 2018 had been well received by the public, along with the new library.

It was noted that signage should be arranged on the appropriate street corner pointing to the new library location. Signage at the old library would need to be removed.

The Committee thanked Council staff who had worked on the new library and it’s opening.

Moved: Ms Penelope Fenley Seconded: Ms Louise Broomfield CARRIED

b. Technical Services Librarian

Information was provided about the current situation of Technical Librarian services to upper Hunter Shire via an email from Ms Kim Manwarring (Acting Manager Community Services, Muswellbrook Shire Council) indicating that Muswellbrook Shire Council had backfilled the position with an existing Technical services officer – Rosemary Logue.

Acknowledgement was made that the website had not been managed as well as it could have been in recent times, due to the resignation of the TSL, but that a new Communications Team member, Nicola Cuppaidge would become more involved to improve the situation. Further issues would be scheduled for the network meeting.
The Committee asked that the tasks of the TSL be reviewed at the Network meeting to develop a greater understanding of the support being given to UHS Libraries, and the new Aurora system.

c. Aberdeen Library
The new hours had commenced and will be reviewed when daylight saving commences.

5. AGENDA ITEMS

Library Co-ordinator's Report

PURPOSE

The purpose of this report is to provide information and updates to the Library Services Advisory Committee for consideration.

Information and updates provided by the Library Co-ordinator were reviewed.

Item 3: Overdue Notices: Ms Virginia Risby indicated that her Book Club borrowing hours had been amended to 6 weeks, so this issue may have been attended to. Ms Elizabeth Walters to be asked to check all borrowing periods were now amended, and report to next meeting.

Item 4: Technical Services Librarian: It was noted that the TSL was not present at the meeting, and that information from the Muswellbrook Library Co-ordinator indicated that after-hours work and distance made it difficult for their staff member to attend. It was noted that Muswellbrook Library is open to 8pm on Thursday.

Members spoke of the benefit of having a TSL report in person at the committee meetings which were only held every two months, and how they had appreciated the attendance by the last TSL, Jenny Platt, as information could be provided on the spot, or queries followed up with a clear understanding of what was sought.

The Committee suggested that Skype or other technology could be used to allow the TSL to join in with the meeting, members willingness to meet at a slightly earlier time, and place the TSL report early in the agenda. This issue to be referred to the next network meeting for consideration.

RECOMMENDATION

That the Committee note the report

Moved: Ms Deirdre Peebles                  Seconded: Ms Louise Broomfield          CARRIED

Technical Services Librarian's Report

PURPOSE

The purpose of this report is to provide technical information and updates to the Library Services Advisory Committee for consideration.

Information and updates provided by the Technical Services Librarian were reviewed.

Promotions: Members expressed the view that the website promotions and SMS/email sent out might imply a lack of co-operation and collaboration between the two network partners to the general public.

For example, the same author visit arranged at most Libraries seemed to be advertised for Muswellbrook libraries separately to UHS libraries when a comprehensive advertisement/promotion would better enable members of the public to attend the event at a library of their choosing. The summer reading dates were different for both partners. It was suggested that holiday activities could
be planned together to save expenses eg. sharing lego blocks between libraries for activities, making carry bags common to all network partners. It was requested that a discussion at the network meeting would be worthwhile, to see what could be achieved as a network with more joint activities and promotion.

Membership location: The TSL reported that membership is now (through Aurora) assigned to the physical branch where the member joins. The committee expressed concerns that this data was only partly useful to understand where our memberships were. Aberdeen Library, for example showed low membership, being located between Scone & Muswellbrook. Current figures could not be relied upon to seek where residents of an area were joining and using services. The Committee requests that the TSL investigate and provide a report showing membership based on where a member lives/resides ie by Shire and location to nearest town.

RECOMMENDATION
That the Committee note the report
Moved: Ms Penelope Fenley Seconded: Ms Jayne Cronin CARRIED

6. ACTION SHEET

7. CORRESPONDENCE IN

a. Muswellbrook Council re naming of Regional Library: The response to Council’s request to look at more clarity in naming of the two Library services was noted. Further discussions to take place before the next network agreement is finalised.

b. Renew our Libraries Campaign (Local Government NSW & NSW Public Library Association): There was supportive discussion about the value of joining this campaign to highlight the need for greater funding from the State Government for our libraries. The campaign will run from August until the next election is due.

The campaign support material states: Yearly visits to NSW public libraries have increased from 27 million in 2000 to over 35 million in 2017, but State recurrent funding has not increased to match demand and was in fact, slashed by 5% in the recent 2018 NSW Budget. This means that the NSW Government contributes just $23.5 million to support over 360 libraries across the state, compared to local government contributions of over $314 million a year.

Ms Penelope Fenley said she would investigate some more local and state targeted information which could be used in the campaign.

It was recommended that Upper Hunter Shire Council support the Renew Our Libraries Campaign aimed at increasing NSW State contribution to run public libraries
Moved: Jayne Cronin Seconded: Louise Broomfield CARRIED

8. GENERAL BUSINESS

VIRTUAL(VR) AND AUGMENTED REALITY(AR) in LIBRARIES
A workshop had been held by UHSC on VR and AR during the last month, which had been attended by a number of staff, and volunteers from Museums and community organisations. Ms Kerri Cone and MS Virginia Risby had been in attendance, and spoke of the uses and possibilities of VR and AR.
Some information had also been sent via email to the Committee by Chairperson, Cr Sue Abbott, and Ms Kerri Cone (Manager Community Services) discussing a range of issues about this topic, particularly potential health impacts of VR.

Committee members had a discussion about the possibilities of this new technology in our libraries, and the need to develop policies and procedures should it be purchased. Suggested risk reduction procedures included:

- A booking system that limited the time of VR equipment use to 30 minutes at a time and the amount of daily use
- The use of VR by young people be limited to “13 years and over”, or “High School attendance” (the latter being supported)
- Seeking parental permission particularly for the younger age range.

It was agreed that VR and AR could complement library services offered, but should not dominate the range of library services.

The Committee members present indicated that in principle they were in favour of VR and AR for the libraries if appropriately implemented.

**MURRURUNDI LIBRARY ISSUES presented by MS Virginia Risby, Library Officer**

- **Murrurundi Library Accessible toilet and Outdoor area**: Council has included this project in its application for State funding and is awaiting an outcome. A plan of the area was shared with Committee members.
- **Unsupervised Children in the Library**: Ms Virginia Risby noted that there had been an issue in the last holidays of parents leaving young children in the library for lengthy periods of time. This happens at most branches from time to time. Following a similar incident in Scone, the Library Co-ordinator is reviewing the policy and procedures in conjunctions with Muswellbrook Shire Libraries and the Policies recommended by the State Library of NSW. A Policy and Procedure is to be developed for our Shire or the network.
- **Children’s Tables**: Murrurundi Library is planning to acquire the excess children’s tables and chairs from Merriwa Library.

**OTHER LIBRARY ISSUES:**

- **Donations of Books**: Large numbers of books are being donated and are dealt with via the Network Donations Policy. Scone will be holding a book sale on 18th August, and one will be organised shortly for excess stock in Merriwa. Weeding is underway in all network libraries.

- **Merriwa Bookclub**: Ms Jayne Cronin indicated that Merriwa Bookclub had been asked to use the old Merriwa Library for its recent meeting whilst keys were organised for the new library. She requested that this be expedited as the old library now had a number of safety issues impacting on its use.

9. **NEXT MEETING**: Members agreed to plan the next meeting for 5.30pm, 10th October, however if a quorum was unavailable, to set it for 17th October. This will be held at Cassilis Library. If possible, refreshments to be sourced from Merriwa.

The meeting was declared closed at 7.40pm
C.02.5

MERRIWA AGED HOSTEL COMMITTEE

RESPONSIBLE OFFICER: Mathew Pringle - Director Environmental & Community Services

AUTHOR: Kerri Cone - Manager Community Services

RECOMMENDATION

That Council:
1. endorse the minutes of the Merriwa Aged Hostel Committee meeting held on Monday 11 February 2019.
2. endorse the minutes of the Merriwa Aged Hostel Committee meeting held on 10 December 2018.
3. endorse the minutes of the Merriwa Aged Hostel Committee Annual General Meeting held on 10 December 2018.

BACKGROUND

The Merriwa Aged Hostel Committee provides advice and recommendations to Council in relation to the provision of a 16 bed aged care facility in Merriwa. The Committee meets every two months to review the operational and financial aspects of the facility. Minutes recorded from the last meeting are attached.

REPORT/PROPOSAL

The Committee discussed a number of issues noted in the minutes including:
- Fundraising activities – Theatre Workshop and performance, campdraft catering.
- Compliance issues at the hostel in regard to accreditation.
- New Aged Care Quality Standards being introduced from 1 July 2019.
- Financial impact of vacancies and forward planning.
- Care recipient social activities at the hostel.
- Sensory garden and bus replacement projects.

ATTACHMENTS

1. Merriwa Aged Hostel Committee - 11 February 2019 - Minutes
2. Merriwa Aged Hostel Committee - 10 December 2018 - Minutes
3. Merriwa Aged Hostel Committee Annual General Meeting - 10 December 2018 - Minutes
RESOLVED
That Council:

1. endorse the minutes of the Merriwa Aged Hostel Committee meeting held on Monday 11 February 2019.
2. endorse the minutes of the Merriwa Aged Hostel Committee meeting held on 10 December 2018.
3. endorse the minutes of the Merriwa Aged Hostel Committee Annual General Meeting held on 10 December 2018.

Moved: Cr R Campbell Seconded: Cr L Driscoll CARRIED
MINUTES OF THE MERRIWA AGED HOSTEL COMMITTEE
MEETING - MONDAY 11 FEBRUARY 2019 - 3.00pm

PRESENT: Mrs Deirdre Peebles (chair), Cr Ron Campbell, Mr Ross Bishop, Mrs Margaret Witney, Mrs Maree Goodear and Mr Barry Ghersi

IN ATTENDANCE: Mr Mat Pringle, Mr Wayne Phelps, Mrs Tash Taaffe (minutes), Mrs Suzanne Duggan, Ms Julie Wilton and Mrs Kerri Cone

1. APOLOGIES

RECOMMENDATION
That the apologies received from Mrs J Cronin, Mrs E Shipway, Mr K Enveldson and Mrs R Witney be accepted.

Moved: B. Ghersi Seconded: M. Goodear CARRIED

2. DISCLOSURE OF INTEREST - Nil

3. PREVIOUS MINUTES

RECOMMENDATION
That the minutes of the Merriwa Aged Hostel Committee meeting held on 10 December 2018, as circulated, be taken as read and confirmed as a correct record.

Moved: B. Ghersi Seconded: M. Goodear CARRIED

4. BUSINESS ARISING FROM PREVIOUS MINUTES

a. Theatre Project – T. Taaffe advised Theatre Workshop will take place on 9 and 10 March 2019 at Merriwa School of Arts. At the conclusion of the workshop the Cassilian Players (theatre group) will have an original script based on local comedic anecdotes. Playwright and director, John Wood has been engaged to facilitate this project as part of a CASP grant.

b. Bus Update – W. Phelps is sourcing quotes for a 12 seater bus which is likely to be purchased in the next 6 months.

c. Wifi – W. Phelps advised NBN connection has been installed. J. Wilton said still experiencing a lot of wifi drop out. W. Phelps will follow up with IT.

5. AGENDA ITEMS

Hostel Supervisor’s Report

PURPOSE
The report provides bi-monthly information from the Hostel Supervisor for the Committee’s consideration.

a. Hostel Supervisor’s Report (provided with Agenda and taken as read) Further to report S. Duggan noted that:
   • There remains one vacancy as at 11.2.19.
Two casual staff commenced this month - Rebecca Constable and Prudence Shelley, with interviews for a permanent personal care staff member taking place tomorrow.

Accreditation – Following on from the four non-compliant standards identified at the 10 December visit, another accreditation visit took place today. The visit identified documentation has improved as a result of staff training from RN and Jo Bailey. Jo will continue to monitor documentation to ensure it is followed up, particularly with regards to clinical care and Sue Duggan will continue to monitor shift changeovers.

M. Pringle advised he had a meeting today with Department of Health regarding the non compliance identified in the last three visits. Council has been given its 3rd and final notice from the Department. If we fail again, the Department may impose sanctions such as the appointment of an administrator.

Cr R. Campbell stressed the need to be compliant having regard to the consequences of not meeting standards, for Gummun Place and the staffing implications it may have.

D. Peebles asked if staff changeover times were adequate eg approximately 15 minutes. M. Pringle said documentation is the main issue raised in all three audits. S. Duggan said the staff need to be more vigilant with reporting. Some of the challenges have included accreditation visits during the changeover from manual to electronic reporting via the Manard system. S. Duggan advised all staff are now trained in the Manard system.

K. Cone advised as of 1 July 2019 the Hostel will need to move all reporting over to the new eight Aged Care Quality standards and be fully compliant with these standards by the September 2019 accreditation visit.

**RECOMMENDATION**

That the Hostel Supervisor’s report be accepted

 Moved: M. Goodear          Seconded: R. Bishop  CARRIED

**ACTION FOR COMMITTEE:** M. Pringle requested the updated Continuous Improvement Plan be circulated to the committee with the minutes.

b. Hostel Activity Officer Report  (provided with Agenda and taken as read)

 Moved: B. Ghersi          Seconded: M. Witney  CARRIED

c. Treasurer’s Report (provided with Agenda and taken as read) Further to report W. Phelps noted revenue streams should remain constant for the rest of the year. Outside the budget, there have been increased costs in care due to dependencies and some increased maintenance expenditure. There has been higher water usage due to drought. W. Phelps advised he would continue to monitor the cash shortfall (approximately $33,000). He may need to delay some capital works programs until the Hostel is fully occupied (ie. currently one vacancy).

Moved that the Treasurer’s Report be accepted.

 Moved: B. Ghersi          Seconded: M. Goodear  CARRIED

6. **ACTION SHEET** Nil

7. **CORRESPONDENCE**

(a) Australian Aged Care Quality Agency- Assessment Contact Report and Assessment contact advice 28.12.18

(b) Request for continuing Improvement Plan – Aged Care Quality and Safety Commission 18.1.19
8. **GENERAL BUSINESS**

a. **Standards** – Standard 1 Information Session - A short Australian Aged Care Quality Agency video was played for the Committee outlining the key aspects of this standard which focuses on consumer dignity and choice. K. Cone lead the discussion on how the Standard relates to the Hostel, with staff respecting care recipient’s privacy and promoting personal choice. M. Witney (a care recipient at the Hostel) said she feels the Hostel does this Standard very well already. She said care recipients are given a choice of what they would like to eat for example, and activities. S. Duggan advised the RN speaks to individual care recipients to develop their own individual care plans which is another example of this Standard in action. J. Wilton said regular resident meetings were another way care recipients could give feedback and make individual requests to suit their own likes and needs. Care recipients are also given choice to make their own decisions eg if they want to go down the street without a walker. Staff would explain some of the risks that action may have – ultimately it is the care recipients choice, but to be compliant with the Standard, staff need to document the conversation with the care recipient and note that the options and risks were identified.

**ACTION FOR COMMITTEE:** K. Cone to confirm amended information session dates between February and March.

b. **Sensory Garden** – J. Wilton would like to develop a sensory garden this year. T. Taaffe advised Merriwa Preschool will donate a large wood/metal harp, but it needs to be removed from preschool to hostel. T. Taaffe advised in May a team of volunteers will be in Merriwa as part of drought relief. J. Wilton advised students from Merriwa Central School high school students would like to assist with the project which would encompass raised garden beds, more plant, soil, textured sand, woodchips. M. Pringle suggested that a plan be prepared for the sensory garden and that consideration be given to the inclusion of a community garden. T. Taaffe to ask local horticulturalist Gay Stanton. B. Ghersi will discuss the project with Merriwa Rotary as a potential partnership project.

c. **Fundraising** – J. Wilton aims to raise $10,000 this year through catering for the campdraft and pony club championships, street stalls and the theatre dinner. T. Taaffe advised the Hostel had been approached to cook two set menu evening meals at the Pony Club NSW state championships in Merriwa on the 13 – 16 April 2019. S. Duggan asked if the Committee could assist with cooking, details to follow closer to the date. J. Wilton applied for a grant last month to set up a chook pen. R. Campbell suggested a double door coop structure so residents could enter and exit in their own time. The grant outcome has not yet been advised.

d. **Waltz Down Memory Lane** – 27 February – T. Taaffe advised the Merriwa Historical Society will be visiting the hostel as part of the 2019 Seniors Festival. Open to the community, free morning tea. D. Peebles will invite residents of the hospital. T. Taaffe to liaise with Communications to promote the event on the Council website and Merriwa Connect. J. Wilton to put a notice in the Ringer.

9. **NEXT MEETING** will be on Monday at the hostel on 8th April – 2.30pm

*The meeting was declared closed at 5.15pm.*
MINUTES OF THE MERRIWA AGED HOSTEL COMMITTEE
MEETING - MONDAY 10 DECEMBER 2018 - 4.30pm

PRESENT: Mrs Deirdre Peebles (Chairperson), Cr Ron Campbell, Mrs Maree Goodear, Mrs Rose Witney and Mr Barry Ghersi

IN ATTENDANCE: Mr Kristian Enevoldson, Mrs Kerri Cone, Mrs Suzanne Duggan, Mrs Julie Wilton, Mr Wayne Phelps, Mrs Tash Taaffe (minutes)

1. APOLOGIES

RECOMMENDATION
That the apologies received from Mrs J Cronin, Mrs E Shipway, Mr R Bishop, Mr M Pringle and Mrs M Witney be accepted.

Moved: B. Ghersi Seconded: M. Goodear CARRIED

2. DISCLOSURE OF INTEREST -nil

3. PREVIOUS MINUTES

RECOMMENDATION
That the minutes of the Merriwa Aged Hostel Committee Annual General Meeting held on 13 August 2018, as circulated, be taken as read and confirmed as a correct record.

Moved: R. Campbell Seconded: R. Witney CARRIED

4. BUSINESS ARISING FROM PREVIOUS MINUTES

(i) Theatre Project – T. Taaffe advised of successful $1500 CASP grant. Proposed workshop date is 19th and 20th January 2019. Committee to write letter of donation request for use of School of Arts for workshop and play. The play sub-committee will meet in New Year to further plan for the play, props and dinner.

(ii) Bus Update – W. Phelps is sourcing quotes for a 12 seater bus (that does not require an HR license). The bus will be purchased some time over the next 6 months.

(iii) Staff recruitment – S. Duggan advised Geoff Ayres has been appointed the new maintenance officer. The hostel has also engaged the services of an RN nurse via the Quality Care nursing agency.

(iv) Wifi – W. Phelps advised NBN connection has been installed, still experiencing some drop out. Wi-fi is now connected.

(v) Accreditation – S. Duggan advised an accreditation visit is taking place today to check on compliance issues identified at last visit.
5. Hostel Supervisor’s Report

PURPOSE

The report provides bi-monthly information from the Hostel Supervisor for the Committee’s consideration.

a. Hostel Supervisor’s Report (provided with Agenda and taken as read) Further to report S. Duggan noted that:
   - There remain two vacancies as at 10.12.18, hope to fill one of the vacancies before Christmas. Next week the Hostel has a respite booking. The family hopes the care recipient will consider moving to the Hostel in 2019 after a few respite visits.
   - K Enveldson requested the clothesline path be investigated to reduce risk of staff falls eg move line to level ground and install accessible pathway.

RECOMMENDATION

That the Hostel Supervisor’s report be accepted

Moved: B. Ghersi  Seconded: R. Witney  CARRIED

ACTION FOR COMMITTEE:  S. Duggan to follow up with clothes line pathway.

b. Hostel Activity Officer Report  (provided with Agenda and taken as read)

Moved: M. Goodear  Seconded: R. Witney  CARRIED

ACTION FOR COMMITTEE:  D. Peebles requested a letter of thanks be forwarded to Joan Wilson congratulating on her retirement and a letter of thanks to local schools for their involvement at the hostel over the year.

c. Treasurer’s Report (provided with Agenda and taken as read) W. Phelps summarised why revenue streams were down ie prolonged vacancies (2), staffing costs have increased (ie nurse agency), revenue from bonds has decreased. The reduced revenue is likely to delay some non-essential capital works planned for 2019.

Moved that the Treasurer’s Report be accepted.

Moved: B. Ghersi  Seconded: M. Goodear  CARRIED

6. ACTION SHEET

7. CORRESPONDENCE

IN
   - Department of Health Notice to Remedy - Gummun Place - 13 September 2018
   - Department of Health Notice to Remedy - Gummun Place - 26 October 2018 - Extension of date to 27th November 2018 to remedy compliance issues

OUT
   - Department of Health - Accreditation - Signed Undertaking to remedy Non-compliance 13/9/2018
   - Response to Australian Aged Care Quality Agency - Gummun Hostel Assessment Contact Report 27 September 2018
   - Department of Health Undertaking to Remedy Signed copy - November 2018 - Deadline 27th November 2018
8. **GENERAL BUSINESS**

a. **New Aged Care Quality Standards** – K. Cone revised the changes to the Standards that will directly affect the Hostel over the next six months. These changes will be reflected in amendments to the Hostels policies and procedures.

b. **Review of Prevention of Elder Abuse Policy Updates** – K. Cone read out the new policy to the Committee and advised of recent changes.

c. **Gummun Place Emergency Plan** – T. Taaffe updated information contained in original plan. K. Cone asked Committee to review the plan and provide feedback at the next meeting.

9. **NEXT MEETING Monday 3.30pm 11th February 2019**

*The meeting was declared closed at 5.25pm.*
MINUTES OF THE MERRIWA AGED HOSTEL COMMITTEE
ANNUAL GENERAL MEETING - MONDAY 10 DECEMBER 2018 -
3.30pm

PRESENT:  Mrs Deirdre Peebles (Chairperson), Cr Ron Campbell, Mrs Maree Goodear, Mrs Rose Witney and Mr Barry Ghersi

IN ATTENDANCE:  Mr Kristian Enevoldson, Mrs Kerri Cone, Mrs Suzanne Duggan, Mrs Julie Wilton, Mr Wayne Phelps, Mrs Tash Taaffe (minutes)

1. APOLOGIES

RECOMMENDATION
That the apologies received from Mrs J Cronin, Mrs E Shipway, Mr R Bishop, Mr M Pringle and Mrs M Witney be accepted.

Moved: B. Ghersi  Seconded: M. Goodear  CARRIED

2. DISCLOSURE OF INTEREST -nil

3. PREVIOUS MINUTES

RECOMMENDATION
That the minutes of the Merriwa Aged Hostel Committee Annual General Meeting held on 11 December 2017, as circulated, be taken as read and confirmed as a correct record.

Moved: R. Campbell  Seconded: R. Witney  CARRIED

4. BUSINESS ARISING FROM PREVIOUS MINUTES - nil

5. AGENDA ITEMS

(a) Chairperson’s Annual Report – D Peebles

D. Peebles thanked the residents who have chosen to make Gummun Place their home and acknowledged the hard-working staff for their ongoing contributions to the Hostel. She thanked the Upper Hunter Shire Council for keeping the facility financially viable, commended the recently retired Steve Pryor for his dedicated service and welcomed new Executive Manager Corporate Wayne Phelps and Director Corporate Services and hostel trustee Kristian Enevoldson to the Committee.

D. Peebles sincerely thanked the Committee for their interest and input into Gummun Place and the wider community and looks forward to working with them again in 2019.

Moved: D. Peebles  Seconded: M. Goodear  CARRIED
(b) Hostel Supervisor’s Annual Report – S Duggan

S. Duggan’s report was circulated to the Committee and taken as read.

Further to this report, D. Peebles commented on the Food Safety Accreditation results commending staff on attaining an A rating. S Duggan and D. Peebles advised they have both been actively looking for a local registered nurse (RN) for part-time employment at the Hostel. K Cone suggested the Hostel advertise the RN nursing position in the New Year to see if any applicants are forthcoming. Quality Care nurse agency remain contracted for another 10 months to the Hostel providing RN services with an option for extension if needed. S. Duggan advised an RN is currently required at least one day a week and needs to be available on call.

Moved: R. Campbell Seconded: R. Campbell CARRIED

(c) Treasurers Annual Statement – W Phelps

W. Phelps Annual Statement was circulated to the Committee and taken as read.

Overall the Hostel loss for the year was $54,000 due to 2 vacancies, increased staff costs and a decline in bond revenue. Expansion of the facility is therefore not recommended at this time. In the Balance Sheet, Cash has dropped away with Bond revenue reduced to three bond paying residents. More Bond paying residents would improve the overall financial position.

Operationally the cash flow is still positive. The Hostel financials were audited independently with the audit report showing compliance across all areas. Spending for next year will be restricted as the Hostel is not yet fully occupied. Due to cash flow reduction, the Feasibility Study project budget allocation of $20,000 is unlikely to proceed next year but may be carried over to future years.

R. Campbell asked if it was feasible to increase the fees to cover the shortfall in costs. W. Phelps advised the fee structure is restricted to Aged Services fee guidelines. D. Peebles asked if funds allocated for new bathrooms were required now or could be held over to assist with budget constraints. W. Phelps advised bathroom renovations should be kept in the budget to allow for future needs.

Moved: R. Campbell Seconded: R. Witney CARRIED

6. ACTION SHEET - nil

7. CORRESPONDENCE - nil

8. GENERAL BUSINESS

Election of Committee:

Nomination for position of Chairperson: One nomination received for Chair - Deirdre Peebles. No other nominations received.

Moved: M. Goodear Seconded: R. Campbell CARRIED

Nomination for position of Deputy Chairperson: One nomination received by post for Ross Bishop. No other nominations received.

Moved: R. Campbell Seconded: D. Peebles CARRIED
Nominations for the membership of the Merriwa Aged Hostel Committee for the 2019 term as per the Constitution are Ms Deirdre Peebles, Mr Ross Bishop, Mr Barry Ghersi, Mrs Rose Witney, Mrs Margaret Witney, Mrs Maree Goodear, Mrs Edith Shipway and Mrs Jan Cronin.

Moved: B.Ghersi  Seconded: R.Campbell  CARRIED

**MOTION:** That Council appoint Deirdre Peebles as the Chairperson and Ross Bishop as Deputy Chairperson, and endorse the Ordinary members, as previously appointed to the new Merriwa Aged Hostel Committee for the 2018-9 term: Ms Deirdre Peebles, Mr Ross Bishop, Mr Barry Ghersi, Mrs Rose Witney, Mrs Margaret Witney, Mrs Maree Goodear, Mrs Edith Shipway and Mrs Jan Cronin.

Moved: R. Campbell  Seconded: B Ghersi  CARRIED

9. **NEXT AGM MEETING – 9th December 2019**

The meeting was declared closed at 4.10pm.
C.02.6  

SCONE REVITALISATION COMMITTEE

RESPONSIBLE OFFICER:  
Alan Fletcher - Special Projects Manager

AUTHOR:  
Belinda Olteanu - Special Projects Administrations Officer

RECOMMENDATION

That Council:

1. note the Record of Proceedings of the Scone Revitalisation Committee meeting held on 5 February 2019.
2. reduce the quorum of the Scone Revitalisation Committee requirements to 4 committee members, one of which being a Councillor (or alternatively the Mayor or Deputy Mayor).
3. endorse the minutes of the Scone Revitalisation Committee meeting held on 5 December 2018.
4. endorse the minutes of the Scone Revitalisation Committee meeting held on 12 November 2018.
5. endorse the minutes of the Scone Revitalisation Committee meeting held on 10 October 2018.

BACKGROUND

The Scone Town Revitalisation Committee was established in February 2017. The Committee's purpose and objective is to provide advice and recommendations to Council on the implementation of the master plan to upgrade Scone CBD and surrounds, as adopted by Council on 27 June 2016.

REPORT/PROPOSAL

The committee has been making steady progress towards finalising concept plans for the revitalisation of Kelly Street Scone, as outlined in the attached minutes. Due to the resignation of a member in December, a need has arisen to advertise for a member of the community to fill this position. At the last meeting held on 5 February 2019 a quorum was not established. A discussion was had between the committee members present, has proposed that the Charter be amended by a reduction in the number of members to establish a quorum to 4 committee members, one of which being a councillor. This proposal was captured in the Record of Proceedings in the meeting held on the 5 February 2019.

OPTIONS

1.  Adopt all of the 5 recommendations made in this report,
2.  Adopt some of the 5 recommendations made in this report,
3.  Adopt none of the 5 recommendations made in this report.

CONSULTATION

- General Manager
- Director Infrastructure Services
- Manager Special Projects
- Councillor
STRATEGIC LINKS

a. Community Strategic Plan 2027
This report links to the Community Strategic Plan 2027 as follows:

ECONOMY AND INFRASTRUCTURE
Goal 5  A sustainable and prosperous economy.
CS22  Provide attractive and functional town centres and support
Revitalisation of the towns and villages including investment in built
heritage and improvement of existing buildings.
Goal 6  Increase, enhance and maintain civil infrastructure, Community assets and open
spaces to meet the needs of current and future generations.
CS25  Provide inviting public spaces that are clean, green, properly maintained,
well designed, encourage active participation, family friendly and accessible
to all.

LEADERSHIP
Goal 9  Provide Community leadership.
CS40  Encourage and build strong partnerships between the Community, business
and all levels of government to support implementation of the CSP 2027 and
to deliver the Community priorities.

We are working to achieve the following Community Priorities:

- Rural lifestyle and Country feel are valued and protected and the Upper Hunter Shire remains quiet, safe, healthy and welcoming.
- Well maintained, safe, reliable and additional infrastructure, including sporting fields, parks, family and cultural facilities.
- Upper Hunter Shire Council is an effective and efficient organisation, focusing on community engagement, action and response.
- A stronger economic base to attract and retain residents, particularly our young people.
- Upper Hunter Shire Council demonstrates it is Fit for the Future and can meet all State Government indicators for financial stability.
b. Delivery Program

- Encouragement for the sustainable economic development in the Upper Hunter Shire.
- Relationships with key stakeholders to enhance economic development activities within the Shire.
- Provide support for the economic and tourism promotion of the Shire.

c. Other Plans


**IMPLICATIONS**

a. Policy and Procedural Implications

N/A

b. Financial Implications

Progress to construction of revitalization infrastructure works will be dependent on securing external grant funding.

c. Legislative Implications

NA

d. Risk Implications

NA

e. Other Implications

NA
CONCLUSION

Whilst all efforts are made by members to attend the monthly meetings, a reduction in the number of committee members required to establish a Quorum for the Scone CBD Town Revitalisation Committee will enable meetings to proceed when working or other commitments prevent members from attending.

The attached minutes/records of proceedings are a true representation of the meetings content.

ATTACHMENTS

1. Town Revitalisation Committee - Scone - 5 February 2019 - Record of Proceedings
2. Town Revitalisation Committee - Scone - 5 December 2018 - Minutes
3. Town Revitalisation Committee - Scone - 7 November 2018 - Minutes
4. Town Revitalisation Committee - Scone - 10 October 2018 - Minutes

RESOLVED
That Council:

1. note the Record of Proceedings of the Scone Revitalisation Committee meeting held on 5 February 2019.
2. reduce the quorum of the Scone Revitalisation Committee requirements to 4 committee members, one of which being a Councillor (or alternatively the Mayor or Deputy Mayor).

Moved: Cr J Burns
Seconded: Cr R Campbell
CARRIED

3. endorse the minutes of the Scone Revitalisation Committee meeting held on 5 December 2018.
4. endorse the minutes of the Scone Revitalisation Committee meeting held on 12 November 2018.
5. endorse the minutes of the Scone Revitalisation Committee meeting held on 10 October 2018.

Moved: Cr J Burns
Seconded: Cr R Campbell
CARRIED

Moved: Cr J Burns
Seconded: Cr R Campbell
LOST
PRESENT: Cr James Burns (Chairperson), Garry Gilkeson, Anne Frame, Michael Burke.

IN ATTENDANCE: Steve McDonald (General Manager), Alan Fletcher (Manager Special Projects), Belinda Olteanu (Special Projects Administration Officer).

As there was no quorum a record of proceedings has been provided as discussion evidence.

Apologies were received from Cr Wayne Bedggood, Simon Davis, Jeny Dawson, Prue Roberston, Bill Howey and David Gatwood.

Discussion Items

Committee Membership – Vacancy on Committee
Due to the resignation of Peter Allen from the committee, there is a vacancy which needs to be filled. Nominations will be called and nominations will be presented to the committee, who will then make a recommendation to council of the three most suitable candidates. Cr Burns will dedicate half a day to brief the successful applicant to inform them of where the committee is up to.

Anne Frame raised a concern that whilst community input is valued, the committee members have been charged with making recommendations and a distinction may need to be made. Chairperson, Cr Burns will adopt a more formal approach to community involvement, particularly if people are addressing the meeting. Questions may be accepted at the end of the meeting.

Plans for 133 Kelly Street (Alan Fletcher)
Alan Fletcher advised that due to illness the drafting firm have been unable to update the plans for 133 Kelly Street. A meeting was held between Alan Fletcher and Andrew McPhee, who will provide a quote for demolition of the interior in preparation to build. Investigation will be made to decide whether the mural may be able to be restored at a later date. At this stage there is no decision regarding the cellar. The start date will be dependent on the price, if quotes are over $150,000 council will need to go to tender. The current aim is to have all the approvals done and the demolition complete in readiness for the builders to commence hopefully early in the next financial year.

Update on CBD Revitalisation (Alan Fletcher)
Council is currently investigating solutions for the funding shortfall, and will be discussed at the Finance meeting. The recommendation will then move forward for endorsement by council. The CBD Redevelopment needs to be shovel ready in case of any funding announcements which may be made in the near future. The next 6 months will be critical for the committee and council, as the design work nears completion.

Pedestrian rail crossing at Kingdon Street
Michael Burke raised the issue of pedestrian traffic at the level rail crossing in Kingdon Street Scone. Due to increased pedestrian traffic into White Park, and the number of school children who are required to cross at this level crossing, can council make representation to ARTC to consider including some safety designs, either an elevated crossing, or automatic locking gates.

NEXT MEETING Tuesday 5 March 2019 at 6.00pm

The meeting was declared closed at 6.50pm.
MINUTES OF THE TOWN REVITALISATION COMMITTEE - SCON E MEETING - WEDNESDAY 5 DECEMBER 2018 - 5.00pm

PRESENT: Cr James Burns, Garry Gilkeson, Jeny Dawson, Michael Burke, Kim Parkinson, Cr Wayne Bedggood (Mayor)

IN ATTENDANCE: Mr Alan Fletcher, Mr David Gatwood, Mrs Belinda Olteanu

1. APOLOGIES

RECOMMENDATION
That the apologies received from Simon Davis, Steve Tilse, Acey Firth and Keith Thompson be accepted.
Moved: Michael Burke   Seconded: Garry Gilkeson    CARRIED

2. DISCLOSURE OF INTEREST

Nil

3. PREVIOUS MINUTES

RECOMMENDATION
That the minutes of the Town Revitalisation Committee - Scone Meeting held on 7 November 2018, as circulated, be taken as read and confirmed as a correct record.
Moved: Jeny Dawson   Seconded: Michael Burke    CARRIED

4. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

5. AGENDA ITEMS

5.1 Parking Update from Keith Thompson (see attached email).
Keith was unable to make to the meeting tonight, a copy of his email is attached to the minutes, committee members were emailed a copy.

5.2 Update on Registration of ‘Horse Capital of Australia’ Trademark.
An email was provided from Jane Callinan outlining the procedure for registration, the holdup is due to legal reasons.

5.3 Update on Equine Walk of Fame Taskforce (see attached minutes 28/11/2018).
Minutes of the meeting are attached.

5.4 Update on Horticulture Taskforce (see attached minutes 26/11/2018).
The taskforce has finished working with RMS and Landscape architects for bypass planting.
5.5 Update on list of achievements of Committee.

Anne Frame’s comments from previous meetings have been typed. Many items are happening in the planning stage. David Gatwood has received images from Mara Consultants for display on mesh fencing at Wilkinson Plumbing.

5.6 Update on 133 Kelly Street Design.

Survey work is complete, finalising plans with PB Plan Service and waiting on report form Crime and Heritage. Builders are preparing a budget estimate for demolition. Investigations are continuing into the feasibility of restoring the mural on the wall from its Niagara Café incarnation.

5.7 Resignation of Peter Allen from Committee.

Peter Allen has resigned from the committee due to ill health.

6. ACTION SHEET

7. CORRESPONDENCE

Nil

8. GENERAL BUSINESS

Signage will be moved over to Economic Development and Tourism – it is outside the scope of this committee. A grant has been submitted through Resources for Regions for the Western side of Kelly Street, acknowledgement to the grants team.

9. NEXT MEETING

Tuesday February 5th 2019 at 6.00pm.

The meeting was declared closed at 5.30pm.
For The Scone Revitalisation Committee, 5th December 2018.

I have been asked to look into the parking situation for the Kelly Street Scone.

Some decisions have already been made by this Committee over the past 17 meetings, and I’m sorry to cross over them with my ideas. Also, many requirements by RMS and the Council, are in those plans.

I propose that all possible parking spaces in Kelly Street, are locked into use for our shopping public.

Remember we ALL want to park our vehicles as near as possible to the shop or shops, that we want to venture into on that day and time;

"I have a test for each of you…When you go to do some shopping the next time, try and park as far away from one particular shop. Then bring your purchases back to the car."

“Well how did you go…what was your experience…”

1. Good exercise, good to see the other shops along the way to spend more money in at another time,
2. Pooped at arriving back to your vehicle fully laden,
3. ‘I’m going to change my parking next time.’

Next…”Park as close to the front door to the shop next time…What was that experience like…”

1. Convenient for you with all your shopping,
2. Saved money by not seeing that extra item in the shop next door,
3. ‘I’m parking as close to that shop next time I shop, as it is easier for me to do my shopping. Then I can move my car to the next closest shop’s parking space.’

OK, I know we won’t be able to get right outside of ‘Farram’s’ or the particular shop, but we will be able to get fairly close, if we take advantage of squeezing every parking space into Kelly Street.

I know some of you will not like my suggestions, but here goes;

1. To save the Council Staff costs of two full time staff in Kelly Street only, that’s full time, and the extra costs of the maintenance items, I would like to see many of the gardens for Kelly Street abolished, and instead use that space for our customers to park their vehicles.
2. Move the Vehicle/horse float areas up to outside of the vacant Shell Garage and the Visitor’s park, as well as Mare & Foal Park with the extra, near the Station. Therefore having about 15 more 45* angle parking places, in those areas.
3. I propose that the Council leave the traffic lights at Kelly/Liverpool Streets and save a HUGE amount of unnecessary spend of money.
4. I propose that small (like Main/Liverpool streets) roundabouts be placed at Susan/Kelly Streets and Kingdom/Kelly Streets. Small as I don’t want to sacrifice parking places, and having them small will still allow vehicles to do U-Turns as well as turn into those Streets.
5. Each driveway in Kelly Street that goes behind a shop or somewhere, I propose that the entrance area on Kelly Street, be marked with white lines to 2 meters to show where that driveway is, so vehicles will not park there.
6. Disability Parking, at present we have 6 designated parking spots. I propose that we increase that to 6 on each side of Kelly Street. Their positions could be worked out later.

Will the centre line of Kelly Street be?

1. Broken lines, and therefore vehicles will be able to U-TURN in the middle of Kelly Street, legally?
2. A Single FULL White line?
3. A Double white line, therefore NOT able to do a U-turn across these lines for any reason, otherwise fines will be imposed?
Remember to try the parking thing, really try yourselves, then feel what all your shoppers feel when they do their shopping. I'll tell you a bit of a story...I remember my Father from about 70 years ago, going on about the customers getting the bus to the strip shopping area and getting off the bus at 'That' stop, as that was where they wanted to shop.

Then as more cars were around, the car wanted to park near to the shop for shopping. Now today, with the enormous increase in Vehicles, we need more and more parking in our main shopping streets, but still 'We', still want to park our Vehicles as close to that shop as possible.

My Father was in the Retail Business for all of his life, as was I, so we have had quite a bit of 'Strip Shopping Experience'. So I hope this today and into our future will help the Revisitation of the Scone Shopping area.
MINUTES OF THE TOWN REVITALISATION COMMITTEE - SCONE MEETING - WEDNESDAY 7 NOVEMBER 2018 - 6.00pm

PRESENT: Mayor Wayne Bedggood, Steve Guihot, Anne Frame, Garry Gilkeson, Acey Firth, Simon Davis, Steve Guihot, Kim Parkinson, Jeny Dawson, Michael Burke

IN ATTENDANCE: Alan Fletcher (Manager Special Projects), Belinda Olteanu (Special Projects Officer UHSC), David Gatwood (Manager Business Services), Melinda Hale (Manager Sustainability UHSC) Tadd Andersen (Mara Consulting), Keith Thompson, Prue Robertson, Lynda Posa, W B Howey, Carolyn Carter, Jenny Woodley, Teresa Byrne, Steven Tilse,

1. APOLOGIES

RECOMMENDATION
That the apologies received from Cr James Burns, be accepted.

2. DISCLOSURE OF INTEREST

Nil

3. PREVIOUS MINUTES

RECOMMENDATION
That the minutes of the Town Revitalisation Committee - Scone Meeting held on 10 October 2018, as circulated, be taken as read and confirmed as a correct record.

4. BUSINESS ARISING FROM PREVIOUS MINUTES

5. AGENDA ITEMS

5.1 Welcome David Gatwood as Manager Business Services

The Committee welcomed David to his new role.

5.2 Update on Landscape Design – 70% - Tadd Andersen Mara Consulting

Tadd Andersen gave a comprehensive presentation on the design so far. Concerns were raised regarding sight obstruction by the trees, particularly in front of the Civic Theatre. The RSL are to be consulted with regarding the type of tree to be planted in front of the Roll of Honour, and also whether there should be a single line, or double line of trees. There is a possibility of using shade sails in various locations. The artwork will be recycled into the new streetscape. Consider a water fountain that enables drink bottles to be refilled. The tree guards could replicate the bins, there is the ability to increase the size of the guard.
5.3 Update on 133 Kelly Street, Scone – Alan Fletcher

The committee requested update on design plans for 133 Kelly Street at the next meeting.

5.4 Update on Sub-committee Taskforces - Horticulture Species and Design

Maintenance of weeds in the median, particularly in front of Asser House was raised, with a comment that with good plant choice and design maintenance of the median should reduce.

The Horticulture taskforce will meet with representatives from RMS and Landscape Architects Clousons to identify inappropriate plant species, and the practicalities of maintenance, irrigation etc, including landscape treatments for batter slopes.

5.5 Update on Sub-committee Taskforces - Equine Walk of Fame

The Equine taskforce has been working on identifying the methodology to be used to determine future recipients of the ‘Horse of the Year’ and past champions. A full methodology should be reached by next meeting. Input has been provided from Julieanne Christopher and HTBA.

6. ACTION SHEET

7. CORRESPONDENCE
Nil

8. GENERAL BUSINESS

- Lighting options for trees to be looked into.
- Roll of Honour lighting.
- Signage – Options to be investigated by David Gatwood, advertising the natural features of Scone, and the Special Projects which are currently progressing.
- Linda Posa has formed a group of volunteers who intend to apply for grant money to beautify the railway station and possibly the hospital gardens. Garry Gilkeson has a contact with railway – will liaise with Linda directly. Steve McDonald happy to work with the group off-line.

9. NEXT MEETING

5th December 2018
The meeting was declared closed at 7.50pm.
MINUTES OF THE TOWN REVITALISATION COMMITTEE - SCONE
MEETING - WEDNESDAY 10 OCTOBER 2018 - 6.00pm

PRESENT: Cr James Burns, Mayor Wayne Bedggood, Steve Guihot, Simon Davis, Anne Frame, Garry Gilkeson, Acey Firth, Simon Davis, Steve Guihot, Kim Parkinson.

IN ATTENDANCE: Kristian Enevoldson (Acting General Manager UHSC), Alan Fletcher (Manager Special Projects), Belinda Olteanu (Special Projects Officer UHSC), Melinda Hale (Manager Sustainability UHSC) Keith Thompson, Prue Robertson (Potter McQueen), Lynda Posa (Scone Potting Shed).

1. APOLOGIES

RECOMMENDATION
That the apologies received from Jeny Dawson, Michael Burke and Peter Allen be accepted.

Moved: S Guihot    Seconded: S Davies    CARRIED

2. DISCLOSURE OF INTEREST

N/A

3. PREVIOUS MINUTES

RECOMMENDATION
That the minutes of the Town Revitalisation Committee - Scone Meeting held on 12 September 2018, as circulated, be taken as read and confirmed as a correct record.

Moved: S Guihot    Seconded: S Davies    CARRIED

4. BUSINESS ARISING FROM PREVIOUS MINUTES

- Louisa Bragg was unable to present the additional 4 images to the committee – item deferred.

5. AGENDA ITEMS

6.1 Update on Buladelah Bypass – Anne Frame (Carried forward from last meeting)

Anne presented the committee with the top tips gained from meeting with the Buladelah Chamber of Commerce earlier this year:
   a. Promote the positives to the community – ‘Stick With It’
   b. Keep on top of the discussion with vested parties (ie RMS)
   c. Signage – get on top of signage requirements early
   d. Focus on Quick Wins (Low hanging fruit)
   e. Don’t sign off on anything that is not to standard or the committee is not happy with
   f. Focus on the Greater Good of the Town
   g. Involve voluntary groups
   h. Create a Wow Factor
   i. Expedite everything!
There was a general discussion regarding signage, both brown and green signs, and other tourism related signs. Scone will be the focus of most signage due to the nature of the bypass, however there will also be a focus on the rest of the shire.

Scone Chamber of Commerce have provided 150 letters to Minister of Roads and Minister Regional Development. RMS have provided plans for bypass signage, not tourism branding.

Mayor Bedggood suggested that the committee prepare a list of what signage is required, prioritise the list, and then seek RMS permissions.

Kristian Enevoldson will provide RMS Publication with signage Guidelines.

It was decided a signage subcommittee would be formed – volunteers are, Steve Guihot, Garry Gilkeson and Acey Firth.

Cr Burns to contact Steve Tilse and arrange a meeting with the sign subcommittee. The philosophy behind the signage is warn people that Scone is approaching.

6.2 Update on 133 Kelly Street, Scone – Alan Fletcher – UHSC (Carried forward from last meeting)

The purpose of the redevelopment of 133 Kelly Street is to provide easy access from Farrams Lane to Kelly Street, and provide public toilet and baby changing facilities. The DA has been lodged, consultation has been had with heritage advisors, Safer By Design engineers and neighbouring business.

Council plans to use the window space in the short term as an advertising space for CBD design and other Special Projects. The Scone Sports Store sign will be taken down.

It was suggested that any budget surrenders be shifted into 133 Kelly Street and Farrams Lane parking at rear.

5.3 Update on Sub-committee Taskforces - Horticulture Species and Design, and Equine Hall of Fame

Meetings of both taskforces have commenced and are progressing. The Horticulture taskforce requested an extension of time in response to RMS planned design of bypass as many of the plant selections are not suitable due to either climate or drainage. It appears as though the species selection has been catered to a coastal site. There is also no link to CBD revitalisation selections.

A Fletcher to contact Mark Cure of RMS and request an extension in the response time until end November.

Cr Burns to suggest an on-site meeting between the taskforce and Landscape Architects (Cloustons), and to determine what the maintenance period is for RMS.

S Guihot thanked the taskforce for their time and passion. Melinda Hale to touch base with Prue Robertson regarding Parsons Gulley restoration works.

5.4 Community Consultation – St Aubins Square

Discussion was had regarding further community consultation concerning St Aubins Square design.

The committee resolved to:
- Update the current plans on display in the community,
- Firm up time frame from Mara Consultants to confirm where plans are up to,
- Provide the Mara ‘fly through’ on a loop at 133 Kelly Street
- Investigate options into effective public consultation
M Hale suggested an interactive approach to the proposed site using traffic control to block off the suggested area and have movable objects to physically move around items representing trees/ stage/ seating etc to get a real feel for how the space would work.

6. ACTION SHEET

7. CORRESPONDENCE

Nil

8. GENERAL BUSINESS

K Thompson raised the question regarding parking spaces, and extended spaces for 4WD parking.

9. NEXT MEETING

7th November 2018 at 6.00pm

5th December 2018 at 6.00pm

The meeting was declared closed at 8.05pm.
DEVELOPMENT REPORTS

D.02.1 LIVERPOOL RANGE WIND FARM - VOLUNTARY PLANNING AGREEMENT

RESPONSIBLE OFFICER: Steve McDonald - General Manager

AUTHOR: Mathew Pringle - Director Environmental & Community Services

PURPOSE

The purpose of this report is to consider the outcome of public consultation undertaken in respect of the draft Voluntary Planning Agreement for the Liverpool Range Wind Farm and to seek Council’s approval to enter into the agreement with Warrumbungle Shire Council and Epuron Pty Ltd.

RECOMMENDATION

That Council:

1. pursuant to Section 7.4 of the Environmental Planning and Assessment Act 1979, enter into a Voluntary Planning Agreement with Warrumbungle Shire Council and Epuron Pty Ltd in respect of the Liverpool Range Wind Farm.

2. delegate authority to the General Manager to execute the Voluntary Planning Agreement.

BACKGROUND

On 27 March 2018, the Department of Planning and Environment under the delegation of the Minister for Planning, approved Development Application No. SSD 6696 for the Liverpool Range Wind Farm.

The approved development involves the installation, operation, maintenance and decommissioning of a wind farm comprising up to 267 turbines, with a maximum tip height of 165 metres (m) and hub height of 100 m.

Should all 267 proposed turbines be built, the project would have a generating capacity of approximately 960 megawatts (MW) depending on the turbine models chosen. The wind farm would be the largest wind farm in NSW, generating up to 2,760,000 megawatt hours (MWh) of electricity annually, which is equivalent to the energy consumption of about 460,000 homes.

Forty-nine (49) of the 267 turbines will be located within the Upper Hunter Shire Local Government Area.

Condition No. 17 of the development consent requires the Applicant (Epuron Pty Ltd) to enter into a Voluntary Planning Agreement (VPA) with Upper Hunter Shire Council and Warrumbungle Shire Council.

Council, at its meeting held on 25 June 2018, resolved the following:

That Council:

1. adopt the draft Voluntary Planning Agreement between Upper Hunter Shire Council, Warrumbungle Shire Council and Epuron Pty Ltd in respect of the Liverpool Range Wind Farm.
2. place the draft Voluntary Planning Agreement on public exhibition for at least 28 days in accordance with Section 7.5 of the Environmental Planning and Assessment Act 1979.

The draft VPA was subsequently placed on public exhibition by both Councils from 12 July 2018 to 10 August 2018.

REPORT/PROPOSAL

A total of eight (8) submissions have been received by Warrumbungle and Upper Hunter Shire Councils in response to the public exhibition of the draft VPA.

The submissions have raised various issues with the draft agreement which are summarised in a response to submissions table in Attachment 1 to this report.

After considering the issues raised in the submissions, numerous amendments have been made to the draft VPA and the Section 355 Committee Operating Principles (Schedule 2). The key amendments are summarised as follows:

1. Include a definition of “road maintenance” and make consequential amendments to the definition of “road maintenance fund”.

2. Amend clause 5.4(b) to change the ratio between the Community Enhancement Fund (CEF) and Road Maintenance Fund to reflect further costings carried out by Councils. In this regard, an estimate of potential road maintenance costs has been calculated by each Council which suggests that the allocation to road maintenance could be reduced to 23% of the net development contribution. Accordingly, it is recommended that Clause 5.4(b) be amended such that 23% of the net development contribution is allocated to the road maintenance fund and 77% is allocated to the community enhancement fund.

3. Add clauses 5.4(d) and (e) to provide for the ratio between the two funds to be reviewed every three (3) years with consideration given to the Council’s operational plans. At the end of each three (3) year period, unspent funds shall be returned to the community enhancement fund. Any change to the ratio shall be subject to the amended provisions of Clause 10(b).

4. Amend clause 10(b) to make it clear that an amendment of the Agreement must be publicly notified as required by the Environmental Planning and Assessment Act 1979 and Regulation.

5. Consequential amendments to clause 5.4(c), the definitions of “Managing Council” and “Strategic Reserve” and clause 18(b) as a result of amendments to Schedule 2 (see below).

Schedule 2 Community Enhancement Fund

A large portion of the submissions received raised concerns in relation to the operation of the CEF Committee. As a result, Schedule 2 has been amended as summarised below.

1. Change the name from “operating principles” to “Constitution” and include a template “Instrument of Delegation”.

Page 149 of 222 of the Minutes of the Ordinary Meeting of the Upper Hunter Shire Council held on Monday 25 February 2019
2. Include headings and new formatting and re-order the content.

3. Use defined terms consistently throughout.

4. Add a ‘recitals’ and ‘purpose’ sections.

5. The role of the CEF Committee now includes the power to determine applications for grant funding from the CEF. Previously, the Committee was to make a recommendation and the decision was made by resolution of both councils. It is considered that this change will assist in avoiding disputes between the Host Councils; will make the Committee more efficient; place less administrative burden on the Councils and make grant allocations more transparent. Further, this change will provide a degree of separation and impartiality, particularly in relation to the determination of grant applications made by the Councils.

6. Remove the role of the CEF previously at clause (d)(i) in relation to annual review of the draft operational plans. There were several problems with this clause in that a council’s operational plan does not include “land use planning standards”, the committee does not have the power to amend the operational plan and it is questionable whether the committee would be qualified to carry out this kind of exercise. As noted above, Clause 5.4(d) has been inserted into the VPA to provide for the ratio between the CEF and road maintenance fund to be reviewed every three (3) years with consideration given to the Council’s operational plans. At the end of each three (3) year period, unspent funds shall be returned to the community enhancement fund.

7. Amendments and additions have been made to the eligibility criteria.

8. More detail is provided in relation to the operation of the committee, including the establishment of the inaugural committee, who is the chair of the committee and providing for application of a Code of Meeting Practice and Code of Conduct.

The above amendments have been accepted by Epuron.

As all of the proposed amendments are intended to address the community concerns raised, it is not necessary to re-exhibit the draft agreement.

A copy of the amended VPA is provided in Attachment 2.

A copy of the submissions received will be provided to Councillors under separate cover.

OPTIONS

1. a) pursuant to Section 7.4 of the Environmental Planning and Assessment Act 1979, enter into a Voluntary Planning Agreement with Warrumbungle Shire Council and Epuron Pty Ltd in respect of the Liverpool Range Wind Farm
   b) delegate authority to the General Manager to execute the Voluntary Planning Agreement.

2. Not enter into a Voluntary Planning Agreement with Warrumbungle Shire Council and Epuron Pty Ltd in respect of the Liverpool Range Wind Farm.
CONSULTATION

- Warrumbungle Shire Council
- Epuron Pty Ltd
- Local Government Legal

STRATEGIC LINKS

a. Community Strategic Plan 2027
   This report links to the Community Strategic Plan 2027 as follows:

   Goal 4  Plan for a sustainable future
   Goal 6  Increase, enhance and maintain civil infrastructure, community assets and open spaces to meet the needs of current and future generations.
   Goal 7  Enhance and improve the road network and bridges to meet the needs of current and future generations and communicate priorities and progress to the community.
   Goal 9  Advocate for the community

   We are working to achieve the following Community Priorities:

   Rural lifestyle and Country feel are valued and protected and the Upper Hunter Shire remains quiet, safe, healthy and welcoming.

   Well maintained, safe, reliable and additional infrastructure, including sporting fields, parks, family and cultural facilities.

   Upper Hunter Shire has improved and well maintained roads and bridges.

   Upper Hunter Shire Council to support and provide community services which promote healthy, wellbeing and the celebration of culture.

b. Delivery Program
   - Undertake roads maintenance and construction works to Council standards and specifications so as to improve road safety and minimise future expenses.
   - Ensure sustainable projects are undertaken by community groups that work towards addressing community objectives.

c. Other Plans
   Nil

IMPLICATIONS

a. Policy and Procedural Implications
   Nil
b. Financial Implications

On the basis that all 267 turbines are constructed, the total annual contributions payable by the wind farm owner under the VPA would equate to approximately $801,000 (in today’s dollars). Of this, $147,000 per annum would be attributable to the 49 turbines located within the Upper Hunter Shire LGA.

Taking into account the administration allowance of $20,000 per annum and an allocation of 23% of the net balance to the Road Maintenance Fund, approximately $179,630 per annum would be available for road maintenance across both LGA’s. Of this, it is estimated that approximately $42,213 (23.5%) would be available each year for the maintenance of roads impacted by the wind farm within the Upper Hunter Shire LGA.

c. Legislative Implications

The VPA is a legally binding agreement governed by Subdivision 2 of Division 7.1 of Part 7 of the *Environmental Planning and Assessment Act 1979*.

d. Risk Implications

All parties to the VPA have invested considerable time and effort in preparing, negotiating and reviewing the agreement to ensure that risks are mitigated. The agreement has been reviewed by legal representatives of each party and various clauses have been incorporated into the document relating to dispute resolution, enforcement and security, bank guarantee and assignment which will minimise the risks to Council.

e. Other Implications

Nil

CONCLUSION

The VPA will provide significant funds for community enhancement and road maintenance in the Cassilis/Coolah area for the life of the Liverpool Range Wind Farm. Accordingly, entering into the VPA with Warrumbungle Shire Council and Epuron Pty Ltd is considered to be in the best interests of the community.

ATTACHMENTS

1. Liverpool Range Wind Farm Voluntary Planning Agreement for execution Excluded
2. Response to Submissions Excluded
3. Liverpool Range Wind Farm Voluntary Planning Agreement - Submissions Excluded

RESOLVED

That Council:

1. pursuant to Section 7.4 of the Environmental Planning and Assessment Act 1979, enter into a Voluntary Planning Agreement with Warrumbungle Shire Council and Epuron Pty Ltd in respect of the Liverpool Range Wind Farm.
2. delegate authority to the General Manager to execute the Voluntary Planning Agreement.

Moved: Cr R Campbell         Seconded: Cr M Collison           CARRIED
The **DIVISION** was taken and the names of the Councillors voting **FOR** and **AGAINST** were as follows:

<table>
<thead>
<tr>
<th>FOR</th>
<th>AGAINST</th>
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<tbody>
<tr>
<td>Councillor Abbott</td>
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<td>Councillor Bedggood</td>
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<td>Councillor Burns</td>
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<td>Councillor Fisher</td>
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<td>Councillor Watts</td>
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<td><strong>Total (8)</strong></td>
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ENVIRONMENT/HEALTH REPORTS

E.02.1 SAVE OUR RECYCLING CAMPAIGN UPDATE

RESPONSIBLE OFFICER: Mathew Pringle - Director Environmental & Community Services

AUTHOR: Melinda Hale - Manager Sustainability and Environment

PURPOSE

The purpose of this report is to update Council on actions taken to support the Save our Recycling Campaign and provide recommendations for future actions to be taken to support the campaign.

RECOMMENDATION

That Council:

1. write to the Premier, the Hon Gladys Berejiklian MP, the Opposition Leader, the Hon Michael Daley MP, the Minister for Local Government and the Minister for the Environment, the Hon Gabrielle Upton MP, the Shadow Minister for the Environment and Heritage, Penny Sharpe MLC and local State Member, Michael Johnsen advising that the response received from the Environment Protection Authority was inadequate and did not address the specific concerns raised in our correspondence of 24th of January 2019.

2. brief local State Member, Michael Johnsen and other candidates for the Upper Hunter in the upcoming State Election on Council’s concerns with the waste levy and to gain support of this campaign objective.

BACKGROUND

In late 2018, Upper Hunter Shire was approached by Local Government NSW to support it’s ‘Save our Recycling’ Initiative. The initiative is looking to gain bipartisan support to direct 100% of the waste levy into waste management and recycling activities as per: Recommendation 4 of the ‘Energy from Waste’ technology report that “the NSW Government hypothecate 100 per cent of the waste levy funds contributed by local Councils back to these organisations to provide waste management services, including waste reduction, avoidance and re-use programs, and environmental programs to encourage the development of innovative waste management technology”.

At the meeting of 17 December 2018, Council endorsed the following recommendation;

That Council:

1. endorse Local Government NSW’s campaign, Save Our Recycling, to realise the reinvestment of a 100% of the Waste Levy collected each year by the NSW Government in waste minimisation, recycling and resource recovery.

2. make representation to the local State Member, Michael Johnsen, in support of this campaign objective - for the NSW Government to commit to reinvest 100% of the Waste Levy in waste minimisation, recycling and resource recovery.

3. write to the Premier, the Hon Gladys Berejiklian MP, the Opposition Leader, the Hon Michael Daley MP, the Minister for Local Government and the Minister for the Environment, the Hon Gabrielle Upton MP, and the Shadow Minister for the Environment and Heritage, Penny Sharpe MLC, seeking bipartisan support for the 100% reinvestment
of the Waste Levy collected each year into waste minimisation, recycling and resource recovery.
4. take a lead role in activating the Local Government NSW Save Our Recycling campaign locally.
5. endorse the distribution and display of the Local Government NSW Save Our Recycling information on Council premises, as well as involvement in any actions arising from the initiative.
6. formally advise Local Government NSW that Council has endorsed the Save Our Recycling advocacy initiative.

This report provides an update on action taken to date and recommendations for future actions.

REPORT/PROPOSAL

Local Government NSW was formally advised that Upper Hunter Shire Council has endorsed the Save our Recycling advocacy initiative in January 2019. This was acknowledged on the Save our Recycling Facebook page on 31 January 2019 (below).

In support of the Save our Recycling Campaign, Council issued a media release on 21 January 2019 which was sent to all local media outlets. The media release was followed up by 2NM and ABC radio, including an interview with Mayor Bedggood on the topic. The information provided was also included as Shire Notes in the Scone Advocate and shared on the Save our Recycling Facebook page (above).

Information on the initiative has been posted on Council’s Facebook page and follow up posts have included the provision of a link to the Save our Recycling community survey at the request of the initiative.

Posters on the initiative are in display at Council facilities including Customer Service areas, libraries and the waste facilities.
The Sustainability Advisory Committee has also been briefed on the *Save our Recycling* initiative and Council's endorsement.

Correspondence was sent to the Hon Gladys Berejiklian MP (attached), the Opposition Leader, the Hon Michael Daley MP, the Minister for Local Government and the Minister for the Environment, the Hon Gabrielle Upton MP, the Shadow Minister for the Environment and Heritage, Penny Sharpe MLC and local State Member, Michael Johnsen detailing the impact the waste levy has the Upper Hunter Shire and seeking bipartisan support for the 100% reinvestment of the Waste Levy collected each year into waste minimisation, recycling and resource recovery.

To date responses have been received from the Environment Protection Authority on behalf of the Hon Gabrielle Upton MP and from the Premier, referring the matter to the Hon Gabrielle Upton MP. Both letters are attached.

Correspondence received from Dr Kar Mai Tang, Executive Director, Waste and Resource Recovery, Strategy and Operations of the NSW Environment Protection Authority, refers Council to the existing NSW Waste Strategy for NSW and funding available to Councils through the Waste Less, Recycle More initiative. In no way does the letter address issues raised including:

- the significant economic impacts and practical complexities of applying the Waste Levy in the Upper Hunter Shire compared with other Council areas;
- that under existing Waste Less, Recycle More initiative, very little of the waste levy is invested to support waste minimisation, recycling and resource recovery and
- support for the 100% reinvestment of the Waste Levy collected into waste minimisation, recycling and resource recovery.

The response falls short of addressing the very real impacts the Waste Levy is having at both local and state level. Further campaigning is required to gain further attention to the *Save our Recycling* initiative and Council and community expectations of the State Government in this matter.

**OPTIONS**

1. (a) Write to the Premier, the Hon Gladys Berejiklian MP, the Opposition Leader, the Hon Michael Daley MP, the Minister for Local Government and the Minister for the Environment, the Hon Gabrielle Upton MP, the Shadow Minister for the Environment and Heritage, Penny Sharpe MLC and local State Member, Michael Johnsen advising that the response received from the Environment Protection Authority was inadequate and did not address the specific concerns raised in our correspondence of 24th of January 2019 and

(b) brief local State Member, Michael Johnsen and other candidates for the Upper Hunter in the upcoming State Election on Council’s concerns with the waste levy and to gain support of this campaign objective.

2. Take no further action.

**CONSULTATION**

The General Manager and Director of Environmental and Community Services were consulted when preparing this report.
STRATEGIC LINKS

a. Community Strategic Plan 2027
This report links to the Community Strategic Plan 2027 as follows:

BUILT AND NATURAL ENVIRONMENT
Goal 3  Protect the Natural Environment
Goal 4  Provide efficient and effective waste and recycling services and support improved waste minimization and recycling practices.

LEADERSHIP
Goal 8  Effectively and efficiently manage the business of Council, while encouraging an open and participatory Council with an emphasis on transparency, Community engagement, action and response.

We are working to achieve the following Community Priorities:

- Rural lifestyle and Country feel are valued and protected and the Upper Hunter Shire remains quiet, safe, healthy and welcoming.

- Upper Hunter Shire Council is an effective and efficient organisation, focusing on community engagement, action and response.

- Upper Hunter Shire Council demonstrates it is Fit for the Future and can meet all State Government indicators for financial stability.

- Protect the natural environment.

b. Delivery Program

This report links to the following community strategies listed in the Delivery Program and Operational Plan 2017/18 – 2020/2021 as follows:

- G3 CS10 Advocate for, facilitate and support programs that protect and sustain our diverse environment for our future generations.
- G4 CS16 Provide efficient and effective waste and recycling services and support improved waste minimisation and recycling practices.
- G8 CS30 Effectively and efficiently manage the business of Council, while encouraging an open and participatory Council with an emphasis on transparency, Community engagement, action and response.
- G8 C31 Council is focused on innovation and continuous improvement to ensure a high quality of service which is aligned with business needs and Community priorities.
C9 CS42 Provide timely and effective advocacy and leadership on key community issues and priorities.

c. Other Plans

N/A

**IMPLICATIONS**

a. Policy and Procedural Implications

N/A

b. Financial Implications

The Waste Levy has a significant impact on the gate costs at the Waste Management Facilities provided by Council for the community as well as the cost of meeting Environmental Licence requirements and future site closure and remediation. Council receives very little of this money via the Better Waste, Recycle More Program via contributions and grant money. This situation is expected to become worse unless the State Government changes the way the money collected via the Waste Levy is distributed amongst Councils and allocated for funding.

c. Legislative Implications

The Waste Levy is applied to all material that is brought onto the Waste Management Sites for cover material. Increased financial liability at the sites makes it increasingly difficult to maintain the Waste Management Facilities to a standard that meets all legislative requirements.

d. Risk Implications

If Upper Hunter Shire Council is unable to increase its access to funding from the Waste Levy then the risk of being unable to fund future closure and rehabilitation of Waste Management Facilities will be significantly increased.

e. Other Implications

Nil

**CONCLUSION**

Upper Hunter Shire Council has endorsed the *Save our Recycling* initiative. Council has raised awareness of the initiative and its position through local and social media. Letters seeking bipartisan support have also been sent to a number of members of state parliament including local member, Michael Johnson and the Minister for the Environment, the Hon Gabrielle Upton MP. To date, responses have been few and inadequate in addressing the initiative and the local issues raised.

It is recommended that further action is taken to gain further attention to the *Save our Recycling* initiative and Council and community expectations.
ATTACHMENTS

2. NSW EPA - Environment Protection Authority - Reply to correspondence to the Hon Gabrielle Upton MP
3. Scott Farlow MLC - Notification correspondence related to Waste & Environment Levy forwarded to Gabrielle Upton - Save our Recycling - 08/02/19

DECLARATION OF INTEREST

Cr Lee Watts declared a non-pecuniary / significant interest for the reason that she is a candidate for the upcoming election. Cr Watts left the Chamber and took no part in discussion or voting.

RESOLVED

That Council:

1. write to the Premier, the Hon Gladys Berejiklian MP, the Opposition Leader, the Hon Michael Daley MP, the Minister for Local Government and the Minister for the Environment, the Hon Gabrielle Upton MP, the Shadow Minister for the Environment and Heritage, Penny Sharpe MLC and local State Member, Michael Johnsen advising that the response received from the Environment Protection Authority was inadequate and did not address the specific concerns raised in our correspondence of 24th of January 2019.
2. brief local State Member, Michael Johnsen and other candidates for the Upper Hunter in the upcoming State Election on Council's concerns with the waste levy and to gain support of this campaign objective.

Moved: Cr K Fisher Seconded: Cr J Burns CARRIED

Cr Watts returned to the meeting.
24 January 2019

The Hon. Gabrielle Upton, MP
Minister for the Environment, Local Government and Heritage
GPO Box 5341
SYDNEY NSW 2001

Dear Minister Upton,

Save Our Recycling - Invest the Waste Levy in Resource Recovery in NSW

Over the past 10 years the NSW Government has increased the Waste Levy for the Regional Levy Area from $10 per tonne in 2009/10 to $81.30 per tonne 2018/19, an increase of almost 800%. Upper Hunter Shire Council commenced paying the Waste Levy in 2012, resulting in a total Waste Levy paid by the ratepayers of the Upper Hunter Shire Council (UHSC) in the period paid to the NSW Government of $4.7 million.

This financial year, our ratepayers will contribute at least $1.5 million in Waste Levy contributions to the NSW Government receiving a small fraction of this back in the form of grant funding to run environmental awareness campaigns. In 2017/18, UHSC received a total of $79,000 in funding for waste projects or 5.3% of the waste levy paid. At a local government level, just 18% of the $300 million collected from the local government sector each year is reinvested in recycling and waste management.

While the above waste levy contributions appear small when compared to larger Councils, such as Newcastle who contribute in the order of $23.5 million, it should be noted that the Upper Hunter Shire has a vast land area (8,096 km²) as well as the lowest population density (1.74 persons/km²) of any councils in the Regional Levy Area. Consequently, on top of the Waste Levy, ratepayers pay for the transportation of waste to the nearest local waste facility, up to a 1.5 hour’s drive and nearest materials recycling facility in Gateshead, up to 3 hours away. Council feels these are unique characteristics to the Shire and that the practical complexities and significant economic impacts of applying the Waste Levy were not fully contemplated prior to implementation.

The NSW Waste Levy was introduced to encourage society and waste management operators to reduce the amount of reusable waste sent to landfill not as general revenue source for the State Budget. The levy paid directly to the State Government continues to rise which substantially reduces any operating surplus we could reinvest into further programs and projects to improve waste diversion in the Upper Hunter. Notwithstanding this, UHSC has worked towards these goals by investing in waste diversion
programs and projects where affordable and sustainable at its five waste management facilities, while
endeavouring to meet the service levels and standards expected by the community and state regulators.

Regardless of how you look at it, the principle remains the same – very little of the waste levy is currently
used to support waste minimisation, recycling and resource recovery. The reinvestment of the waste
levy to support waste and resource recovery infrastructure, develop markets and innovative solutions,
and undertake other initiatives to encourage reuse and recycling would offer wide-ranging benefits to
communities right across NSW. There is the potential for economic growth, new infrastructure, new
technology and new jobs, particularly in our rural area.

UHSC fully supports the LGNSW "Save Our Recycling Campaign" which calls on the State Government
to reinvest 100% of the waste levy into waste management and recycling activities as per:
Recommendation 4 of the 'Energy from Waste' technology report that "the NSW Government
hypothesise 100 per cent of the waste levy funds contributed by local Councils back to these
organisations to provide waste management services, including waste reduction, avoidance and re-use
programs, and environmental programs to encourage the development of innovative waste
management technology".

In support of this, Council at its Ordinary Council Meeting held on 17 December 2018
resolved the following:
- **Endorse the Local Government NSW (LGNSW) Save Our Recycling Campaign, which calls on
  the State Government to re-invest 100% of the waste levy into waste management and
  recycling activities.**
- **Take a lead role in activating the Local Government NSW Save Our Recycling campaign locally.**

UHSC therefore seeks your support for the 100% reinvestment of the Waste Levy collected into waste
minimisation, recycling and resource recovery.

This is not a party-political issue. The advocacy initiative calls on all parties and candidates to commit
to the 100% hypothecation of the Waste Levy to the purpose for which it is collected.

Should you require any further information please contact Melinda Hale, Manager Sustainability and
Environment on 6540 1328.

Yours sincerely

[Signature]

Steve McDonald
GENERAL MANAGER
Robyn Cox

From: Ministerial Correspondence Mailbox
<Ministerial.Correspondence@environment.nsw.gov.au>
Sent: Thursday, 7 February 2019 4:12 PM
To: Council Internet Mail
Subject: A reply to your correspondence to the Minister for the Environment – MD19/366
Importance: High

Dear Mr McDonald

I refer to your letter to the Minister for the Environment, the Hon Gabrielle Upton MP about Save our Recycling. Your email was referred to the Environment Protection Authority (EPA) and I have been asked to reply.

The NSW Government is committed to protecting the state’s strong history of recycling and is working in partnership with local councils and industry to respond to the challenges in the sector. We want to build a modern, smart recycling industry that is resilient to external shocks and delivers consistent, high quality customer service.

As part of this approach, the EPA is leading the development of a 20-year Waste Strategy for NSW that will create a vision and roadmap for reducing waste, driving sustainable recycling markets and improving the state and regional waste infrastructure network. The EPA will work closely with stakeholders including local government to ensure the strategy has a robust evidence base and addresses the key priorities for waste and resource recovery across NSW.

The NSW Government recognises the key role councils play in improving resource recovery and waste management across NSW. Through the Waste Less, Recycle More initiative, the government has invested over $802 million in funding for business recycling, organics collections, market development, managing problem wastes, new waste infrastructure, local councils and programs to tackle illegal dumping and litter. It is the largest waste and recycling funding program in Australia.

The Waste Less, Recycle More 2017–21 Extension program includes $337 million in funding. I have attached a detailed breakdown of available funding, including many programs council may be eligible for. There are also a range of non-contestable funding programs such as the Better Waste and Recycling Fund designed to support local government.

If council has any further questions about this issue, it can contact Sarah Sutton, Head Waste Information Unit, Waste and Resource Recovery, EPA on 9995 5729 or at sarah.sutton@epa.nsw.gov.au.

DR KAR MAI TANG
Executive Director, Waste and Resource Recovery, Strategy and Operations
Environment Protection Authority

Please do not reply to this email address as it is used for outgoing correspondence only.
Scott Farlow MLC
Parliamentary Secretary to the Premier
Leader of the House in the Legislative Council

Mr Steve Macdonald
General Manager
Upper Hunter Shire Council
PO Box 208
SCONE NSW 2337

Dear Mr Macdonald

Thank you for your correspondence of 24 January 2019 regarding the Waste and Environment Levy. I am replying on behalf of the Premier and I appreciate you expressing your views on this matter.

As the matter raised falls under the primary responsibility of The Hon Gabrielle Upton MP, Minister for the Environment, it is appropriate that the Minister considers your correspondence and I have forwarded it accordingly.

If you have any further enquiries about this matter, please contact the Office of Minister Upton on (02) 8574 6107.

Thank you for taking the time to bring this matter to the Government’s attention.

Yours sincerely,

THE HON SCOTT FARLOW MLC
Parliamentary Secretary to the Premier
Leader of the House in the Legislative Council

CC: The Hon Gabrielle Upton MP, Minister for the Environment

UPPER HUNTER SHIRE COUNCIL

13 FEB 2019

GPO Box 5341 Sydney NSW 2001 • P: (02) 8574 5000 • F: (02) 9339 5500 • W: nsw.gov.au
REQUEST FOR DONATION - CASSILIS RODEO COMMITTEE

RESPONSIBLE OFFICER: Kristian Enevoldson - Director Corporate Services

AUTHOR: Karen Lee - Governance & Executive Support Officer

PURPOSE
The purpose of this report is for Council to consider providing financial assistance to Cassilis Rodeo Committee for the hire of the portable toilet blocks at the Cassilis Rodeo on 1 & 2 February 2019.

RECOMMENDATION
That Council provide a donation of $250 to Cassilis Rodeo Committee for the hire of the portable toilet block for the Rodeo Committee.

BACKGROUND
Cassilis Rodeo Committee will be holding their annual Rodeo on 1 & 2 February 2019. Council has in previous years supported the event and the Committee has requested the same for 2019.

REPORT/PROPOSAL
Cassilis Rodeo Committee has requested that Council provide a donation to the value of the fees associated with the hire of the portable toilet block that will be used at the Cassilis Rodeo in February 2019. As Cassilis is a very small rural community, these events provide vital financial support to the local community. Council charges a standard fee of $250 for the hire of the toilets. This does not include the cost to Council for the transportation of the toilet blocks to and from the event. To transport the toilet blocks from Scone to Cassilis for this event it will cost Council $2,050 each way.

OPTIONS
1. Provide a donation of $250
2. Provide an alternative donation amount
3. Not provide a donation

CONSULTATION
- Director Corporate Services
- Director Infrastructure Services

STRATEGIC LINKS
a. Community Strategic Plan 2027
This report links to the Community Strategic Plan 2027 as follows:

Goal 2 - Promote wellbeing and a connected, healthy and happy Community.
  CS3 Advocate for, support and provide services and facilities for young people, children, families and people with a disability.
  CS9 Value our heritage and cultural diversity, celebrating together and fostering creativity.
We are working to achieve the following Community Priorities:

b. **Delivery Program**
   - Supporting children, young people, individuals and families so they can enhance their independence, inclusion, safety, self-esteem and or quality of life within the community.

c. **Other Plans**
   Nil

**IMPLICATIONS**

a. **Policy and Procedural Implications**
   The request falls within Council’s Donations Policy.

b. **Financial Implications**
   Funds are available under Council’s Donations Policy.

c. **Legislative Implications**
   Nil

d. **Risk Implications**
   Nil

e. **Other Implications**
   Nil

**CONCLUSION**

That Council provide financial assistance to the Cassilis Rodeo Committee for the Annual Rodeo on 1 & 2 February 2019.

**ATTACHMENTS**

1. Cassilis Rodeo Committee - Request for Donation

**RESOLVED**

That Council provide a donation of $250 to Cassilis Rodeo Committee for the hire of the portable toilet block for the Rodeo Committee.

Moved: Cr L Watts  Seconded: Cr J Burns  CARRIED
Some Bigger...None Better!!

Cassilis Rodeo Committee

President: Tim Richardson 0427927925
Vice President: Timothy Stanley 0427537174
Secretary: Vanessa Nash 0428314703
Treasurer: Christine Riley 0427412128

30/01/2019
The General Manager
Upper Hunter Shire Council
PO Box 111
Merriwa NSW 2329

Dear Sir,
The Cassilis Rodeo Committee will be holding the annual rodeo on Friday 1st and Saturday 2nd February 2019. The committee is very appreciative for the support the Upper Hunter Shire Council has given in previous years and we would request that consideration be given to this event again in 2019

The committee would like to request the waiving of fees for the hire of the toilet blocks.
As you would be aware, Cassilis is a very small rural community and these events provide vital financial support to the following organisations:

- Cassilis Public School
- The Combined Churches of Cassilis
- Merriwa VRA.

This event is a major part of the community fundraising each year and without it the community would struggle to survive.

I look forward to a favourable reply to this request and thank you for your past support.

Yours Sincerely
Vanessa Nash
Secretary
Cassilis Rodeo Committee
63764629
0428314703
nashville4@hotmail.com
G.02.2  REQUEST FOR DONATION - MERRIWA BRANCH CWA

RESPONSIBLE OFFICER: Kristian Enevoldson - Director Corporate Services
AUTHOR: Karen Lee - Governance & Executive Support Officer

PURPOSE

The purpose of this report is for Council to consider providing financial assistance to the Merriwa Branch CWA. This will assist with the cost of the Wangi Men's Shed members to stay at the Merriwa Caravan Park whilst providing much needed assistance on farms in the Merriwa area.

RECOMMENDATION

That Council provide a donation of $337, being 50% of the fees applicable to sites booked at the Merriwa Caravan Park for the Wangi Men’s Shed.

BACKGROUND

Merriwa Branch CWA have received a request from the Wangi Men’s Shed to visit Merriwa in February to help farmers with their duties whilst in the drought. The Wangi Men’s Shed are offering their services to help out where they can and help relieve some farmers from their maintenance duties whilst they focus on keeping their farms going. Whilst $810 was requested, we are informed that the 6th person did not show up at the Caravan Park (only 5 sites were used) so the cost was $675.

REPORT/PROPOSAL

In 2018 Wangi Men’s Shed kindly donated towards the drought relief in Merriwa and visited farms first hand to see the droughts impact. After their visit they have made a generous offer to come and lend a hand to the farmers in Merriwa between 3 and 9 February 2019. As they are staying at the Merriwa Caravan Park, the CWA have requested that Council waive the fees associated with the sites that they have booked. The request is not strictly for an “event” and hence may be interpreted as being outside of the Grants and Subsidies Policy. An option may be to support 50% of the cost incurred, noting that the Grants and Subsidies budget is heavily subscribed this financial year to date.

OPTIONS

1. Provide a donation of $675
2. Provide a donation of $337 (being 50% of the above)
3. Provide an alternative donation amount
4. Not provide a donation

CONSULTATION

- Director Corporate Services

STRATEGIC LINKS

a. Community Strategic Plan 2027

This report links to the Community Strategic Plan 2027 as follows:

Goal 2 - Promote wellbeing and a connected, healthy and happy Community.
We are working to achieve the following Community Priorities:

b.

**Delivery Program**

- Supporting children, young people, individuals and families so they can enhance their independence, inclusion, safety, self-esteem and or quality of life within the community.

c.

**Other Plans**

Nil

**IMPLICATIONS**

a.

**Policy and Procedural Implications**

The request falls within Council’s Donations Policy.

b.

**Financial Implications**

Funds are available under Council's Donations Policy.

c.

**Legislative Implications**

Nil
d.

**Risk Implications**

Nil
e.

**Other Implications**

Nil

**CONCLUSION**

That Council provide financial assistance to Merriwa Branch CWA to waive fees for the sites booked for the Wangi Men’s Shed stay in February.

**ATTACHMENTS**

1 Merriwa Branch CWA - Requesting waiver of fees for Merriwa Caravan Park booking for Wangi Mens Shed members - Helping farmers with maintenance - 03/02/19 to 09/02/19 - 24/01/19
RESOLVED that Council suspend Standing Orders to deal with Items G.02.2 and G.02.4 consecutively.

Moved: Cr L Watts  Seconded: Cr K Fisher  CARRIED

DECLARATION OF INTEREST

Cr Ron Campbell declared a non-pecuniary / significant interest for the reason that family members were recipients of the services of the Wangi Mens Shed organisation. Cr Campbell left the Chamber and took no part in discussion or voting.

RESOLVED
That Council provide a donation of $337, being 50% of the fees applicable to sites booked at the Merriwa Caravan Park for the Wangi Men's Shed

Moved: Cr M Collison  Seconded: Cr L Driscoll  CARRIED
Mr. K. Enevoldson,
Director Corporate Services,
Upper Hunter Shire Council,
135 Liverpool Street,
Scone NSW 2337

22nd January, 2019

Dear Mr. Enevoldson,

As you know Merriwa is in the middle of a severe drought. Last year the Wangi Men’s Shed made a generous donation to CWA Merriwa Branch towards drought relief in the Merriwa Community. At the time of presenting the cheque, members of Wangi Men’s Shed visited a couple of farms and saw the drought issues at first hand. Since then those members of Wangi Men’s Shed have approached CWA to come and do some repairs and general maintenance tasks (left undone during the extra demands of the drought) for Merriwa farmers for free (form of donation).

They are liaising with Merriwa Men’s Shed, and with our help are liaising with LLS and farmers on possible tasks. They have booked into the Merriwa Caravan Park from the 3rd February till 9th February 2019. There are 6 sites booked. We are asking if Upper Hunter Shire Council would be prepared to either waive their site fees or let the sites at a cheaper rate considering the community work being done by these men as part of their drought relief. They will be going around to various farms with help and advice from the DPI and LLS as well as spending money in the town for meals and other goods needed.

Hoping that the Upper Hunter Shire Council could help us support these generous people at this time.

Yours sincerely,

Penelope Fenley
President
Merriwa Branch
CWAofNSW
penelopecwa@iinet.net.au
REQUEST FOR DONATION - MERRIWA BRANCH CWA - DANCE THE DROUGHT AWAY

RESPONSIBLE OFFICER: Kristian Enevoldson - Director Corporate Services
AUTHOR: Karen Lee - Governance & Executive Support Officer

PURPOSE

The purpose of this report is for Council to consider providing financial assistance to the Merriwa Branch CWA. This assistance will waive fees associated with the hire of the Merriwa School of Arts Hall.

RECOMMENDATION

That Council:
1. provide a donation of $235 being the fees applicable for the hire of the Merriwa School of Arts Hall for the “Dance the Drought Away” function on 6 April 2019;
2. if possible, fund donation from the Drought Relief funds (Community Events component).

BACKGROUND

Merriwa Branch CWA have sent council a request to waive the fees of the Merriwa School of Arts Hall for their “Dance the Drought Away” function on 6 April 2019. The group Regal Events are a group from Newcastle who conduct fundraising events to assist local charities.

REPORT/PROPOSAL

In September 2018, a group of volunteers who are keen social dancers from Newcastle approached Merriwa Branch CWA kindly donated funds from a function they held called “Rain Dance for our Farmers”. Since then they have been in contact again and are looking to hold another function “Dance the Drought Away”. It will be a night of dancing, fun and laughter all in aid of getting the locals out for a fun night and to help raise funds for the local farming families. This report is to request financial assistance for the value of the fees applicable for the hire of the Merriwa School of Arts Hall on Saturday 6 April 2019.

OPTIONS

1. Provide a donation of $235
2. Provide an alternative donation amount
3. Not provide a donation

CONSULTATION

- Director Corporate Services

STRATEGIC LINKS

a. Community Strategic Plan 2027

This report links to the Community Strategic Plan 2027 as follows:

Goal 2 - Promote wellbeing and a connected, healthy and happy Community.
- CS3 Advocate for, support and provide services and facilities for young people, children, families and people with a disability.
We are working to achieve the following Community Priorities:

b. Delivery Program
   • Supporting children, young people, individuals and families so they can enhance their independence, inclusion, safety, self-esteem and or quality of life within the community.

c. Other Plans
   Nil

IMPLICATIONS

a. Policy and Procedural Implications
   The request falls within Council’s Donations Policy.

b. Financial Implications
   Funds are available under Council’s Donations Policy.

c. Legislative Implications
   Nil

d. Risk Implications
   Nil

e. Other Implications
   Nil

CONCLUSION

That Council provide financial assistance to Merriwa Branch CWA to waive fees for the Merriwa School of Arts Hall.

ATTACHMENTS

1. Letter from Merriwa Branch CWA - Dance the Drought Away

DECLARATION OF INTEREST

Cr Ron Campbell declared a non-pecuniary / significant interest for the reason that a family member is an office bearer of the Merriwa Branch CWA. Cr Campbell left the Chamber and took no part in discussion or voting.
RESOLVED
That Council:
1. provide a donation of $235 being the fees applicable for the hire of the Merriwa School of Arts Hall for the “Dance the Drought Away” function on 6 April 2019;
2. if possible, fund donation from the Drought Relief funds (Community Events component).

Moved: Cr J Burns             Seconded: Cr L Driscoll           CARRIED

Cr Campbell returned to the meeting. Standing Orders were resumed.
From: Penelope Fenley <fenshomep@iinet.net.au>
Sent: Thursday, 31 January 2019 7:09 PM
To: Mayor Wayne Bedggood
Cc: Cr Ron Campbell
Subject: Community event to be held in Merriwa 6th April 2019

Wayne,

As mentioned yesterday, CWA Merriwa Branch have been liaising with a small group of volunteers from Newcastle who raised funds for Merriwa drought relief. This group of volunteers are social dancers from Newcastle who conduct fundraising events to assist local charities under the name of Regal Events. Following a “Rain Dance for Our Farmers” in September 2018 to raise money to assist families in the Merriwa region, a donation of Back to School Packs and funds for drought relief was received by Merriwa Branch CWA, with the packs going to Merriwa Central School for distribution as arranged at the end of 2018.

In consultation with CWA Merriwa Branch they are now coordinating an event “Dance the Drought Away” at the Merriwa School of Arts on Saturday 6th April 2019 with a sausage sizzle dinner/supper being offered prior to the dance.

All food and other needs are being sourced from Merriwa businesses, and members of this group will be staying in Merriwa before and/or after the event. They are including a Meander to Merriwa car rally en route to Merriwa, including clues being handed out at businesses along the way, and in Merriwa. This group just wants the Merriwa district community to have an enjoyable evening, of old time dancing.

CWA Merriwa have made a tentative booking for the Merriwa School of Arts with Upper Hunter Shire Council for the 6th April, with the key being collected on Friday 5th April, so we can ensure all is well when the volunteer workers arrive in Merriwa. Final details and program are still under development. To assist with the success of this community drought event, CWA Merriwa is asking that Upper Hunter Shire Council consider waiving or reducing the hiring fees for the School of Arts, perhaps as a sponsor.

I am sending this email in good time for this matter to be addressed at the February 2019 council meeting, so that full planning preparations can then progress with a degree of certainty, enhanced by the support of Upper Hunter Shire Council. I have copied Cr. Campbell in so he is aware of this request on behalf of members of the Merriwa community.

Regards
Penelope

Penelope Fenley
President
Merriwa Branch
Hunter River Group
CWA of NSW
G.02.3 REQUEST FOR DONATION - SCONE SWIMMING CLUB

RESPONSIBLE OFFICER: Kristian Enevoldson - Director Corporate Services

AUTHOR: Karen Lee - Governance & Executive Support Officer

PURPOSE

The purpose of this report is for Council to consider providing financial assistance to Scone Swimming Club for the hire of the Scone Swimming Pool for its annual Intertown Carnival that was held in December 2018.

RECOMMENDATION

That Council provide a donation of $170 to Scone Swimming Club for the hire of the Scone Swimming Pool for its Annual Intertown Carnival.

BACKGROUND

Scone Swimming Club hold their intertown carnival annually in December each year. The club have been established for 62 years and over that time have contributed financially to the pool on a weekly basis for club nights. Recently the club have been asked to pay a fee for the booking of the pool for its carnivals.

REPORT/PROPOSAL

Scone Swimming Club are respectfully requesting that Council provide a donation of the fees associated with the hire of the Scone Swimming Pool for the Intertown Carnival that was held on 8 December 2018.

OPTIONS

1. Provide a donation of $170
2. Provide an alternative donation amount
3. Not provide a donation

CONSULTATION

- Director Corporate Services
- Director Infrastructure Services

STRATEGIC LINKS

a. Community Strategic Plan 2027

This report links to the Community Strategic Plan 2027 as follows:

Goal 2 - Promote wellbeing and a connected, healthy and happy Community.
CS3 Advocate for, support and provide services and facilities for young people, children, families and people with a disability.
CS9 Value our heritage and cultural diversity, celebrating together and fostering creativity.

We are working to achieve the following Community Priorities:
b. Delivery Program

- Supporting children, young people, individuals and families so they can enhance their independence, inclusion, safety, self-esteem and or quality of life within the community.

c. Other Plans

Nil

IMPLICATIONS

a. Policy and Procedural Implications

The request falls within Council’s Donations Policy.

b. Financial Implications

Funds are available under Council’s Donations Policy.

c. Legislative Implications

Nil

d. Risk Implications

Nil

e. Other Implications

Nil

CONCLUSION

That Council provide financial assistance to the Scone Swimming Club for the fees associated with the hire of the Scone Swimming Pool on 8 December 2018.

ATTACHMENTS

1 Scone Swimming Club - Request to Waive Fees for Scone Intertown Event

RESOLVED

That Council provide a donation of $170 to Scone Swimming Club for the hire of the Scone Swimming Pool for its Annual Intertown Carnival.

Moved: Cr L Watts

Seconded: Cr L Driscoll

CARRIED
Scone Swimming Club Inc.
PO Box 230
Scone 2337

President: Dayne Collins (presidentsconeswimming@gmail.com)
Secretary: Sarah Brooks (secretarysconeswimming@gmail.com)
Treasurer: Craig Porch

Tuesday, 19 February 2019

Dear Mr McDonald

I am writing in response to a discussion with Mr Nick Havyatt on Wednesday 31/10/18 to request the waiving of the pool booking fee for our annual Intertown Carnival on 8 December 2018.

Scone Swimming Club is a not for profit organisation that has been established for 62 years, supporting local swimmers. The club generates significant financial contribution to the Upper Hunter Shire Council, as members and families frequent the pool on a weekly basis for club nights.

The Intertown competition is a competition between local Upper Hunter clubs, where each club host an event over the summer season. We have never been asked to pay a fee for the booking of the pool for such events, and are certain that other Councils also do not charge their clubs. The carnivals occur on a Saturday afternoon, and the pool will be closed to the public for four (4) hours, however we anticipate that approximately 200-300 people will pass through the gate to attend and participate in the carnival, generating further funds for Upper Hunter Shire Council.

Scone Swimming Club has supported the community through the utilisation of our assets, including lane ropes, starting blocks, timing and starting equipment, shade shelters and seating, on several occasions throughout the season and also for other community events, such as Remembrance Day and Anzac Day without any financial contribution received.

In light of this, we respectfully ask that the pool hire fee for our Intertown Carnival be waived.

Kind Regards,

Dayne Collins
President
Scone Swimming Club
REQUEST FOR DONATION - UPPER HUNTER VETERAN GOLFERS ASSOCIATION

RESPONSIBLE OFFICER: Kristian Enevoldson - Director Corporate Services
AUTHOR: Karen Lee - Governance & Executive Support Officer

PURPOSE

The purpose of this report is for Council to consider providing financial assistance to the Upper Hunter Veteran Golfers Association for their Veterans Week of Golf.

RECOMMENDATION

That Council provide a donation of $200 towards the Veteran Golfers Association Golf Week in March.

BACKGROUND

Council have received a request from the Upper Hunter Veteran Golfers Association to support their Veterans Week of Golf which will be held at the Muswellbrook and Aberdeen Golf Courses between 17 and 22 March 2019. Council have supported and sent representatives in previous years. The nature of the request is to assist visitors from outside the LGA with accommodation costs whilst staying in the area to compete in the golf tournament.

REPORT/PROPOSAL

It is recommended that Council provide financial assistance to Upper Hunter Veteran Golfers Association in support of their Veterans Week of Golf.

OPTIONS

1. Provide a donation of $200
2. Provide an alternative donation amount
3. Not provide a donation

CONSULTATION

• Director Corporate Services

STRATEGIC LINKS

a. Community Strategic Plan 2027

This report links to the Community Strategic Plan 2027 as follows:

Goal 2 - Promote wellbeing and a connected, healthy and happy Community.
   CS3 Advocate for, support and provide services and facilities for young people, children, families and people with a disability.
   CS9 Value our heritage and cultural diversity, celebrating together and fostering creativity.

We are working to achieve the following Community Priorities:
b. Delivery Program

- Supporting children, young people, individuals and families so they can enhance their independence, inclusion, safety, self-esteem and or quality of life within the community.

c. Other Plans

Nil

IMPLICATIONS

a. Policy and Procedural Implications

The request falls within Council’s Donations Policy.

b. Financial Implications

Funds are available under Council’s Donations Policy.

c. Legislative Implications

Nil

d. Risk Implications

Nil

e. Other Implications

Nil

CONCLUSION

That Council provide financial assistance to Upper Hunter Veteran Golfers Association for their Veteran Week of Golf between 17 and 22 March 2019.

ATTACHMENTS

1 Upper Hunter Veteran Golfers Association - Request for sponsorship - Veterans Week of Golf March 2019 - 21/01/19

RESOLVED

That Council provide a donation of $200 towards the Veteran Golfers Association Golf Week in March.

Moved: Cr J Burns  Seconded: Cr L Driscoll  CARRIED
Mr. Steve McDonald  
General Manager  
Upper Hunter Shire Council.  

Re: Veterans Week of Golf 2019 – Sponsorship.

In March 2019 we will hold our fifteenth Veterans Week of Golf on Muswellbrook and Aberdeen Golf Courses. We expect to attract some 90-100 veteran golfers, male and female, from various parts of NSW, and several from interstate. The Upper Hunter Shire Council has assisted in previous years by contributing sponsorship of $300 and we are asking if the Council might consider making a similar contribution towards this year’s tournament. The Muswellbrook Shire Council and a number of local businesses are also making contributions.

The event is being conducted on Muswellbrook and Aberdeen Golf Courses from Sunday 17th March (registration and practice) to Friday 22nd March, with a Presentation Luncheon on Thursday 21st March. We cordially invite a representative from the Upper Hunter Shire Council to attend the luncheon. All details of the tournament are on the enclosed Entry Form.

Entry numbers are down on previous years, a general trend because of tighter economic conditions. Most of our entrants are pensioners and rely on caravan parks rather than more expensive motels. The position regarding caravan sites in Muswellbrook has not improved with our only caravan park, Stayover Village (formerly Pinaroo) having been sold and not redeveloped as a caravan park. Because of the acute shortage of caravan sites in and around Muswellbrook once again we request your permission to use up to 5 sites at Jefferson Park, Aberdeen. These will be under the direction of the Aberdeen Golf Club.

Thank you for your consideration,

Graham Guest (Hon. Sec.)

President, Bruce Robinson  
T: 0265410268  
E: bruce24273@bigpond.com

Secretary, Graham Guest  
T: 0265433725  
E: gmguest@exemail.com.au
UPPER HUNTER VETERAN GOLFERS ASSN

WEEK OF GOLF
18th - 22nd March 2019
at
MUSWELLBROOK RSL GOLF CLUB

FOR MORE INFORMATION ON WHAT TO SEE AND DO IN AND AROUND MUSWELLBROOK GO TO: www.upperhuntercountry.com.au
GROUP 17 UPPER HUNTER VETERAN GOLFERS

Golf Programme

Sunday 17th March: REGISTRATION
At Muswellbrook Golf Club from 4pm. Welcoming get together.

Monday 18th: UPPER HUNTER GOLF SHOP TROPHIES
- SHOTGUN START 8:00 - 8:30AM TEE OFF.
  • 18 Hole Individual Stableford for Men
  • 18 Hole Individual Stableford for Ladies

Tuesday 19th: HITACHI TROPHIES
- SHOTGUN START 8:00 - 8:30AM TEE OFF.
  • 18 Hole Individual Stableford for Men
  • 18 Hole Individual Stableford for Ladies

Wednesday 20th: Optional rest day or 9 Hole PAR 3 event at Aberdeen Golf Course. 12 noon registration for a 12:30 hit off. Price payable on the day is $10 and trophies will be awarded to best Male and Female score. Free BBQ to be held after the golf.

Thursday 21st: SHOTGUN START 8:00 - 8:30AM TEE OFF
  • NSWVGA Trophies (men & ladies for the best scores 1st & 2nd across all grades)
  • UPPER HUNTER VETERANS TROPHIES
    • 18 Hole Individual Stableford for Men
    • 18 Hole Individual Stableford for Ladies
  • REGIONAL AUSTRALIA BANK TROPHIES
Scores from Monday & Tuesday will be added for the 36 Hole Event (1st, 2nd and 3rd across the field for Men and Ladies).

Lunch and presentation of trophies from the previous days of golf will be held at the Muswellbrook Golf Club after completion of play on Thursday the 21st.

Friday 22nd: MUSWELLBROOK RSL TROPHIES
4BBB Medley Stableford Competition. Shotgun start 8.00am for 8.30am tee off.
(Trophies will be presented at completion of days play).

NOTE: The field will be restricted to 120 competitors with 4-day entrants given preference.

COURTESY BUS AVAILABLE TO AND FROM THE RSL TO THE GOLF CLUB

Conditions of entry

1. All entrants must be members of a club within a Group or Association affiliated with the NSW Veteran golfers Association. Membership cards / books must be produced at Registration.

2. All competitions will be played in accordance with the Rules of Golf [R & A] and the local rules of the Muswellbrook Golf Club.

3. Grades for this tournament will be determined by the Match Committee based on entry numbers.

4. Golf link handicap to be notified at registration. Maximum handicap: Men 36, Ladies 45. Scores will be entered on golf link daily and handicaps adjusted. However, competitors will retain their initial handicap for the 36 hole event.

5. No player may win more than one trophy other than: The NSWVGA Trophies, 4BBB or NTP’s & Ball Competitions.

6. All tied events will be decided by the current countback system.

7. Preferences will be given to those who enter for 4 days. After 160 entries have been accepted [in order of return] a reserve list will be established.

8. Competitors play at their own risk. The tournament Committee, Sponsors, Golf Club and other suppliers, accept no liability for any death, injury, property loss or damage incurred or arising out of any aspect of the conduct or the tournament.

9. Competitors bringing motorised golf carts, motorbikes, must show evidence of Public Liability Insurance at Registration.

10. Mobile phones must not be used during competition under the penalty of disqualification by Match Committee.

11. Starting tees [for Shot Gun Start] will be listed in Clubhouse and competitors must report to start 30 minutes prior to hit off.

12. The Professional has only 10 carts available. Please book early by phoning the professional, on 02 6543 2128. If you are sharing a cart the committee must know who you are sharing with.

13. After the 25th of February 2019, refunds up to the discretion of the organising committee

CLOSING DATE FOR ENTRIES: 25TH FEBRUARY 2019
### Men's Entry Form

**MON. TUES. THURS. FRI WILL BE A SHOT GUN START**

**8.00AM FOR 8.30AM TEE OFF**

<table>
<thead>
<tr>
<th>Name:</th>
<th>Address:</th>
<th>City/Town:</th>
<th>Postcode:</th>
<th>Phone:</th>
<th>Mobile:</th>
<th>Email:</th>
<th>Home Club:</th>
<th>Golf Link Number:</th>
<th>NSWVGGA Group Name or Number:</th>
<th>GA Handicap:</th>
<th>4BBB Partner: Name</th>
<th>2BBB Partner required: Yes / No</th>
</tr>
</thead>
</table>

Are you sharing a cart [hired or your own] Y / N With whom?  

Our professional has only 10 carts, but extra carts may be acquired from members, for the same hire rate as the professional, contact BRUCE ROBINSON (02) 6541 0268

<table>
<thead>
<tr>
<th>FEES:</th>
<th>COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Four day entry</td>
<td>$90</td>
</tr>
<tr>
<td>Single day entry</td>
<td>$30</td>
</tr>
<tr>
<td>Presentation Lunch</td>
<td>$15</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
</tr>
</tbody>
</table>

Please tick the days you are playing:

- [ ] 4 Days
- [ ] Monday
- [ ] Tuesday
- [ ] Thursday
- [ ] Friday

**PAYMENT:**

Please make cheques payable to Upper Hunter Veteran Golfers Association OR EFT: UH District Veteran Golfers Association (This is the preferred option) Circle 'Yes' if this is the option used

**BSB:** 932000  
**Account No:** 418221

Please return entry forms to: Bruce Robinson, Tournament Director  
PO Box 178, Muswellbrook NSW 2333  
Phone: (02) 6541 0268 Mobile: 0427 133 446  
Email: bruce24273@bigpond.com

**PLEASE ENCLOSE SELF ADDRESSED ENVELOPE FOR RECEIPT & ACCEPTANCE.**

Or you will be advised of your entry via email.

**CLOSING DATE:** 25th February 2019

List of starting tees for each day will be displayed in the club house

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### Ladies Entry Form

**MON. TUES. THURS. FRI WILL BE A SHOT GUN START**

**8.00AM FOR 8.30AM TEE OFF**

<table>
<thead>
<tr>
<th>Name:</th>
<th>Address:</th>
<th>City/Town:</th>
<th>Postcode:</th>
<th>Phone:</th>
<th>Mobile:</th>
<th>Email:</th>
<th>Home Club:</th>
<th>Golf Link Number:</th>
<th>NSWVGGA Group Name or Number:</th>
<th>GA Handicap:</th>
<th>4BBB Partner: Name</th>
<th>2BBB Partner required: Yes / No</th>
</tr>
</thead>
</table>

Are you sharing a cart [hired or your own] Y / N With whom?  

Our professional has only 10 carts, but extra carts may be acquired from members, for the same hire rate as the professional, contact BRUCE ROBINSON (02) 6541 0268

<table>
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<tr>
<td>Single day entry</td>
<td>$30</td>
</tr>
<tr>
<td>Presentation Lunch</td>
<td>$15</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
</tr>
</tbody>
</table>

Please tick the days you are playing:

- [ ] 4 Days
- [ ] Monday
- [ ] Tuesday
- [ ] Thursday
- [ ] Friday

**PAYMENT:**

Please make cheques payable to Upper Hunter Veteran Golfers Association OR EFT: UH District Veteran Golfers Association (This is the preferred option) Circle 'Yes' if this is the option used

**BSB:** 932000  
**Account No:** 418221

Please return entry forms to: Bruce Robinson, Tournament Director  
PO Box 178, Muswellbrook NSW 2333  
Phone: (02) 6541 0268 Mobile: 0427 133 446  
Email: bruce24273@bigpond.com

**PLEASE ENCLOSE SELF ADDRESSED ENVELOPE FOR RECEIPT & ACCEPTANCE.**

Or you will be advised of your entry via email.

**CLOSING DATE:** 25th February 2019

List of starting tees for each day will be displayed in the club house

[carts will start furthest from the club house]
REQUEST FOR SPONSORSHIP - COLIN STANFORD

RESPONSIBLE OFFICER: Kristian Enevoldson - Director Corporate Services
AUTHOR: Karen Lee - Governance & Executive Support Officer

PURPOSE

A request has been received from Colin Stanford for sponsorship to assist with expenses of competing at the Australian Masters Titles the Upper Hunter Shire and his swimming club “Sunburn Sutherland NSW”.

RECOMMENDATION

That Council provide sponsorship of $250 to Colin Stanford as financial assistance towards training and competing at the Australian Masters Title in Adelaide between 19 and 23 March 2019.

BACKGROUND

Colin Stanford has written to Council requesting sponsorship to help fund his endeavours in representing the Upper Hunter Shire, and his swimming club “Sunburn Sutherland NSW”.

Colin competed at numerous events last year where he represented his region, swim club and Australia at national and international events. Colin managed to bag 31 gold and 4 bronze medals along with numerous titles and personal bests in his very busy competition calendar in 2018.

He is again committed to competing at events across Australia and representing his region in 2019.

REPORT/PROPOSAL

Under Section 6(e) of Council’s Donation Policy an individual may receive varying amounts of funding for representation at Regional, State and National Events, up to $2,000 per annum.

It is proposed that Council donate $250 for the level at which Colin is competing.

OPTIONS

1. Provide sponsorship of $250
2. Provide sponsorship of an alternate amount
3. Decline the request for sponsorship

CONSULTATION

- Director Corporate Services

STRATEGIC LINKS

a. Community Strategic Plan 2027
   This report links to the Community Strategic Plan 2027 as follows:
Goal 2  Promote wellbeing and a connected, healthy and happy Community. CS7 Provide and support a broad range of sport, recreation, health and wellness programs to target age specific needs of residents including younger children, older children, adolescents, families, seniors and people with a disability.

We are working to achieve the following Community Priorities:

b. Delivery Program

- Promotion of sporting activities and healthy lifestyles within the Shire.
- Strategies to increase people’s awareness of sporting organisations within the LGA.

c. Other Plans

Nil

IMPLICATIONS

a. Policy and Procedural Implications

This request fits within Section 6(e) of Council’s Grants and Subsidies – Policy – Programs – Section 356 General Donations:

(a) Resident representation at Regional, State and National Events: for Upper Hunter Shire residents who have been selected by a regional (eg Hunter), state or national body to participate in a recognised sporting or cultural event, up to $2,000 per annum.

<table>
<thead>
<tr>
<th>Event Type</th>
<th>Individual Up To</th>
<th>Team or Group Up To</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regional event (held within NSW)</td>
<td>$100</td>
<td>$200</td>
</tr>
<tr>
<td>National event (held within Australia)</td>
<td>$250</td>
<td>$500</td>
</tr>
<tr>
<td>International event (held within Australia or overseas)</td>
<td>$500</td>
<td>$1,000</td>
</tr>
</tbody>
</table>

b. Financial Implications

Funds of $250 are available under the S356 budget.

c. Legislative Implications

Nil
**General Manager's Unit**

**d. Risk Implications**

Nil

**e. Other Implications**

Nil

**CONCLUSION**

As this request fits within Council’s Donation policy and funds are available, it is recommended that the request is granted.

**ATTACHMENTS**

1. Colin Stanford - Request for Sponsorship

**RESOLVED**

That Council provide sponsorship of $250 to Colin Stanford as financial assistance towards training and competing at the Australian Masters Title in Adelaide between 19 and 23 March 2019.

Moved: Cr L Driscoll  
Seconded: Cr R Campbell  
CARRIED
Karen Lee

From: Robyn Cox
Sent: Friday, 1 February 2019 11:49 AM
To: Karen Lee
Subject: FW: Robyn Cox

Another report to Council please.

Regards
Robyn

From: colin stanford [mailto:colinstanford8@gmail.com]
Sent: Friday, 1 February 2019 11:37 AM
To: Robyn Cox <RCox@upperhunter.nsw.gov.au>
Subject: Robyn Cox

To the General Manager,
I would like again to thank the Upper Hunter Shire Council for supporting me in my swimming endeavours in 2018. Without council and community support it would have been difficult for me to compete.
I am more determined to succeed further this year and step up my performances and swimming times. What I would like to do is supply Pamphlets and leaflets etc at the registration tables promoting the Upper Hunter including events such as the The Horse Festival, The Highland Games, The Running of the Fleece etc. Lots of fellow competitor's ask me were I am from and seem keen to visit the area. Nothing would give me more pleasure than having the opportunity to promote our beautiful region.
So I am again requesting a grant of financial support to be able to take part in the Australian Masters Titles, to be held in Adelaide on the 19th to 23rd March 2019.
Here is a brief summary of the main events and results of 2018
My Masters Swimming Club is "Sunburn Sutherland NSW " and I represent this club including over 80 years relay events,
17-18th March NSW Long Course State Titles 3 Gold 1 Bronze
18-21th April Australian Titles 5 Gold 4 Silver 2 Bronze
15-17th July State Relay's 4 Gold 1 Bronze
6-10th September World Masters Penang Malaysia 5 Gold
13-24th October NSW Short Course Titles 4 Gold
7-11th November Pan Pacific Games, Gold Coast Queensland 9 Gold plus 2 Pan Pacific age records
25th November NSW Long Distance Auburn NSW 1 Gold plus a PB
Records
5 NSW Relay Records
2 Australian Relay Records
Again I would like to thank Council for their continued support.
Yours Sincerely
Colin Stanford
REQUEST FOR DONATION - BLANDFORD PUBLIC SCHOOL
- HORSE SPORTS 2019

RESPONSIBLE OFFICER: Kristian Enevoldson - Director Corporate Services
AUTHOR: Karen Lee - Governance & Executive Support Officer

PURPOSE

The purpose of this report is for Council to consider providing financial assistance to the Blandford Public School for their 2019 Horse Sports event.

RECOMMENDATION

That Council provide a donation of $200 to Blandford Public School for their Horse Sports event on 8 March 2019.

BACKGROUND

Blandford Public School are holding their annual Horse Sports event on 8 March 2019 which involves the participation from numerous schools in the area.

REPORT/PROPOSAL

Council have received a request from the Blandford Public School to provide a donation for $200 for the Horse Sports event on 8 March 2019. The lingering drought creates a financial strain on many businesses and families who are unable to sponsor the event this year. Blandford Horse Sports is a great sporting initiative within the local small schools calendar. This year the event will be held at the Rosedale complex in Murrurundi starting at 9.00am.

OPTIONS

1. Provide a donation of $200
2. Provide an alternative donation amount
3. Not provide a donation

CONSULTATION

- Director Corporate Services

STRATEGIC LINKS

a. Community Strategic Plan 2027

This report links to the Community Strategic Plan 2027 as follows:

Goal 2 - Promote wellbeing and a connected, healthy and happy Community.
   CS3 Advocate for, support and provide services and facilities for young people, children, families and people with a disability.
   CS9 Value our heritage and cultural diversity, celebrating together and fostering creativity.

We are working to achieve the following Community Priorities:
b. Delivery Program

- Supporting children, young people, individuals and families so they can enhance their independence, inclusion, safety, self-esteem and or quality of life within the community.

c. Other Plans

Nil

**IMPLICATIONS**

a. Policy and Procedural Implications

The request falls within Council’s Donations Policy.

b. Financial Implications

Funds are available under Council’s Donations Policy.

c. Legislative Implications

Nil

d. Risk Implications

Nil

e. Other Implications

Nil

**CONCLUSION**

That Council provide financial assistance to the Blandford Public Schools Horse Sports event on 8 March 2019.

**ATTACHMENTS**

1 Blandford Public School P&C - Request for Donation

**RESOLVED**

That Council provide a donation of $200 to Blandford Public School for their Horse Sports event on 8 March 2019.

Moved: Cr L Watts  Seconded: Cr M Collison  CARRIED
4 February 2019

The General Manager
Upper Hunter Shire Council
P O Box 208
SCONE NSW 2337

Dear Sir/Madam

Re: BLANDFORD PUBLIC SCHOOL – HORSE SPORTS 2019

Thank you once again for your generous contribution towards our 2018 Horse Sports event. Our 2018 event was again hugely successful and has become regarded as one of the best events amongst the schools. Funds raised from our 2018 horse sports helped to fund class resources and assist with children’s excursions.

Although plans are well underway for this year’s event on the 8th March 2019, due to ongoing drought conditions which have impacted many business sectors in our community, we are not actively seeking sponsorship this year. As a previous supporter of our horse sports, we would like to invite you to join us on the day. The event will be held at the Murrurundi Rosedale facility from 9am.

Blandford Public School is important to many people in our community. If you do wish to continue your support through sponsorship this year, your donation either by way of cash donation or merchandise for prizes or raffles will as always be greatly appreciated.

If you would like to contact the P&C or wish to send a donation to support the horse sports, please direct your correspondence to Fiona Hubbard.

Fiona Hubbard,
C/O Blandford Public School
New England Highway
Blandford NSW 2338
Phone: 02 6546 8139 / 0434 410 330
Email: bhubbard@bigpond.com

We send our best wishes to you and hope that 2019 brings some much needed rain for us all.

Kind regards

Mrs Kelly Sipple
Principal
Blandford Public School

Do Our Best
G.02.7  
**YOUNG ENDEAVOUR SCHEME - PROPOSAL FOR ALTERNATIVE BIENNIAL PROGRAM**

**RESPONSIBLE OFFICER:** Kerri Cone - Manager Community Services  
**AUTHOR:** Mary Spora - Youth Services Supervisor

**PURPOSE**

UHSC currently supports an annual Young Endeavour Program providing young people aged between 16 and 24 with the opportunity to undertake a 10 day voyage on the tall ship Young Endeavour. This report is a briefing on a recommendation being made by the Community Services Committee to change the Young Endeavour Program to a biennial event with an alternative program to be run in alternate years.

**RECOMMENDATION**

That Council change the Young Endeavour Scheme to a biennial program with the Life Skills Program to take place in alternate years.

**BACKGROUND**

**Current Situation:**  
The Young Endeavour Program has been operating for 20 years. The proposal below is a two year plan designed to revamp the Young Endeavour Scheme and add an alternative program. Reasons for the proposal to change the current program include:

- Sponsorship has been hard to find in tough financial times - the same businesses and individuals are being asked to continually sponsor many events and good causes.
- As the program is 20 years old it is hard to continually create new stories and publicity to support the program.
- Nominations – There are more leadership and mental health programs being run through the schools which compete with the Young Endeavour Scheme. The number of nominations has declined to under 20 last year (including only five males).
- Nominations – an increasing amount of young people seem not to be looking to step outside their comfort zone
- Nominations – an increasing amount of young people work and are worried about taking time off.
- Nominations – the April timing of the voyage is hard to accommodate into school and university schedules.
With the above constraints in mind the Community Services Committee requested consideration of alternate youth challenges to:

1. Create an alternative program to the Young Endeavour which gives a range of young people a life changing experience in a less confronting and shorter timeframe to the current program.

2. Work within current budgetary and staff constraints (over a 2 year period).

3. Allow for the Young Endeavour Program to be run every 2 years with an increased number of berths (up to 8) and a January voyage.

**REPORT/PROPOSAL**

Proposal for 2019 / 20

The Life Skills and Personal Development Program will provide a wider ranging personal growth and challenge program which could take up to 20 young people for a 5 day trip to Sydney. The program would target young people who would not otherwise have the opportunity to undertake a program such as this, designed to widen horizons and inspire growth and confidence.

**2020 – Sydney based Life Skills & Personal Development Program**

20 students and 3 staff members to undertake a trip to Sydney. Challenges and highlights to include:

- 5 days / 4 nights trip to Sydney
- Young people to use public transport and be involved in planning the trip
- Two planning sessions before the trip
- One evaluation session after the trip
- Activities such as white water rafting, urban Rogaine, discovering multicultural Sydney, using public transport, navigating Sydney without technology, Bridge Climb, short volunteer experience in helping disadvantaged people

When – September School holidays 2020

Who – Young people from year 10 and up to 20 years of age.

Selected – From community – school and self-nominated

Budget – From current Young Endeavour allocation. The Sydney Excursion will be cheaper than the current program which eliminates the need for sponsorship, or allows additional sponsorship to be carried over to the Young Endeavour year. Council currently outlays around $20,000 on Young Endeavour. This program is estimated to cost under $10,000, allowing for 8 berths on the Young Endeavour to be offered in 2020.

**2021 – Young Endeavour**

- Up to 8 berths with a January 2021 voyage if possible.
- Sponsorship drive to commence February 2020, nominations open mid-year and selection event September 2020.
- Extra berths will be paid for with money saved from 2019.
Corporate Services

- A year away from the program will give sponsors a break in the hope that sponsorship levels will increase.
- October 2020 – post selection for Young Endeavour, a comprehensive evaluation of both programs will take place with a decision to be made on programs going forward.

**OPTIONS**

1. To accept the recommendation
2. To reject the recommendation
3. To request further information or amendments

**CONSULTATION**

- Community Services Committee
- Youth Council
- Feedback from youth centre participants

**STRATEGIC LINKS**

a. **Community Strategic Plan 2027**

This report links to the Community Strategic Plan 2027 as follows:

Community Life

G2 CS7 Provide and support a broad range of sport, recreation, health and wellness programs to target age specific needs of residents including younger children, older children, adolescents, families, seniors and people with a disability.

G2 CS8 Provide information and opportunities for everyone, especially those that are disadvantaged to participate fully in our Community life.

G5 CS21 Facilitate and provide access to a range of local educational and training opportunities that complements the economy.

We are working to achieve the following Community Priorities:
b. Delivery Program

YOUTH SERVICES
- Opportunities for young people to enhance leadership and key life skills

c. Other Plans

N/A

IMPLICATIONS

a. Policy and Procedural Implications

N/A

b. Financial Implications

The biennial program will be supported by the current budget allocation and sponsorship income for Young Endeavour, with the Life Skills and Personal Development Program reduced in cost, and the Young Endeavour program (depending on berths purchased) increasing in cost.

c. Legislative Implications

N/A

d. Risk Implications

A full Risk Assessment will be carried out on the program after details have been finalised. The biennial program would be reviewed at the end of the two years to determine effectiveness of the changes.

e. Other Implications

A larger group of young people, who would not normally be interested as Young Endeavour nominees, would benefit from the program, with the positive attributes of the Young Endeavour Program continuing every two years with up to 8 berths on the ship.

CONCLUSION

The Young Endeavour has been a successful program for over 20 years in impacting the life of 4-6 young people each year. The new proposal recommends changing this to a biennial program with a Life Skills and Personal Development program in the off year, providing leadership and challenge to a larger number of young people over a shorter time frame.
ATTACHMENTS

There are no enclosures for this report

RESOLVED
That Council change the Young Endeavour Scheme to a biennial program with the Life Skills Program to take place in alternate years.

Moved: Cr L Watts	Seconded: Cr J Burns	CARRIED
I02.1 TOWN CBD REVITALISATION PROJECTS - ABERDEEN, MERRIWA, MURRURUNDI AND SCONE

RESPONSIBLE OFFICER: Nicholas Havyatt - Director Infrastructure Services

AUTHOR: Alan Fletcher - Special Projects Manager

PURPOSE

The purpose of this report is to provide an update on the CBD Revitalisation projects.

RECOMMENDATION

That Council
1. review the program of works for each town with the CBD Revitalisation Committees.
2. transfer funds for the Scone CBD Detail Design Works to the value of $200,000 from the Council’s funds held for 2018/19 Bill Rose Sports Complex Upgrade.
3. review the funding for Bill Rose Sports Complex projects in the Delivery Program & Operational Plan process for next year’s budget.
4. transfer funds from the Bill Rose Sports Complex Upgrade to Scone CBD Revitalisation to be repaid in future budgets.

BACKGROUND

The purpose and objectives of Murrurundi, Scone and Aberdeen Town Revitalisation Committees is ‘to provide advice and recommendations to Council on the implementation of the master plans to upgrade each township’s CBD and surrounds,’ as per the committee’s charter. The Merriwa Tourism and Promotion Committee charter is, being ‘to encourage economic development and tourism, develop tourism infrastructure and promote Merriwa and the Upper Hunter Shire on a local, regional, and national basis.’

Each committee was tasked with identifying priority tasks for revitalisation and were allocated a budget of $100,000 for the 2017/18 budget year to develop the priorities.

The CBD Revitalisation projects were proposed to be funded by way of a Special Rate Variation (SRV) to be introduced by Council. Council’s application to IPART to implement the SRV was unsuccessful, meaning that the funding required to achieve each townships CBD Revitalisation was not secured and as a result the planned works are not able to be achieved with current funding.

REPORT/PROPOSAL

Murrurundi

The committee has been successful in developing a unique Murrurundi brand, and is continuing to develop further exclusive means of implementing their brand by involving local artists.

The committee requested that Council investigate options to reconstruct the pergola in front of the building located at the north corner of Adelaide and Mayne Street. Presently plans are being drawn up for the proposed option to construct a free standing pergola over the footpath
and not attached to the building. Staff are concerned that this proposal will not achieve the desired outcome of the committee and create an ongoing maintenance issue for the Council, therefore, it is unlikely that this proposal will progress to construction. An alternative focus of the committee could be the redevelopment of the footpath in this location as depicted in the below image. These works could include gardens and upgraded footpaths.

Once the plans are complete a future report will be provided to Council with options.

The committee are also keen to see the Pages River Walk to be progressed as a high priority. The other area that need to be progressed is the branding. With the branding now adopted the purchase of flags for Murrurundi could improve the presentation of the street. There are currently flag pole at Murrurundi that are not been used.

Remaining budget allocation at the date of this report is $82,366.

Merriwa

The Merriwa Tourism and Promotion Committee has worked closely with members of Ideation Group to develop their own unique brand for the community of Merriwa. Some of the adopted branding is shown below.
The Merriwa Committee also identified a silo artwork as the number 1 priority for revitalisation. The firm Authority Creative was engaged and their artist worked collaboratively with the committee to come up with a preferred design (above right). The artwork is almost ready for painting, pending final legal approval.

Priority number 2 is the concrete footpath replacement in the main street, part of these works were completed last year.

The total cost of the footpath work completed and Silo Artwork is:

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Footpath works (completed)</td>
<td>$46,500</td>
</tr>
<tr>
<td>Silo Art</td>
<td>$73,500</td>
</tr>
<tr>
<td>Total</td>
<td>$120,000</td>
</tr>
</tbody>
</table>

The Silo Artwork is expected to be completed in April/May 2019.

Aberdeen

The Aberdeen Revitalisation Committee has finalised their branding design, with a Scottish flavor. The Committee’s highest priority is the establishment of a basic river walk, which can potentially be upgraded as funding becomes available. Design of the Aberdeen CBD landscaping (intersection of the New England Highway and Segenhoe St) is underway. Mara consulting have been engaged as Landscape Architects, and have presented to the committee two designs for Taylor Park (Rose Garden Park, and example below).

The Committee have also recommended to Council to install a series of banner signs to communicate the Scottish branding design with three fixed panel signs on the New England Highway near the Hunter River crossing.

Staff are preparing a grant application for part of the river walk under the crowns reserve grant program. If approved this will be a good source of additional funds that can be used to develop the river walk. This will enable Council to use the remaining funds to focus on the CBD works such as the banner signs proposed at near the Hunter River.

Remaining budget allocation at the date of this report is $65,856.
The Scone CBD Revitalisation Committee has been working steadily towards a design to revitalise the Scone CBD, covering three blocks of Kelly Street (Susan to Guernsey Streets, Guernsey to Liverpool Streets, and Liverpool to Kingdon Streets). Council is seeking funding for the redevelopment, with a total estimated cost for the entire project of $19 million. Council has been unsuccessful in a bid to fund the entire project under the Growing Local Economies Fund, however currently there are two applications submitted pending a decision through the Building Better Regions Fund (Federal) and Resources for Regions (State) for $4 million and $3 million respectively. If council is successful in the bids, work will be able to commence on the western side as the road pavement will not need to be changed. Council has focused on Scone CBD needs funding in order to prevent any adverse economic affects which may occur as a result of the completion of the Scone Bypass.
Bannerconda banner flag poles have been installed as identified in the masterplan. New flags need to be purchased as part of this program and a program of banner development and regular replacements needs to be included in recurrent maintenance budgets.

Plant selection consultation with the Horticulture Taskforce has progressed, and also design discussions with the Equine Walk of Fame Taskforce, both sub-committees of the CBD Revitalisation Committee.

The landscape design has progressed to 70%, and quotes have been sought for civil design, although at present there are no available funds to engage a designer. Planned activities within the next three months are completion of landscape design, civil design, environmental reviews, economic evaluation, quantity surveyor and consultation with major stakeholders (subject to funding).

Once the Landscape Design work is finalised, the remaining budget allocation will be fully expended. Additional funds will be required for the civil design and other consultants.

To complete the Scone CBD Revitalisation Design estimates and environmental approvals, the following reports and actions are required:

- Civil Engineer
- Traffic Engineering Report
- Geotechnical Report
- Electrical Engineer Design for Street Lighting
- Quantity Surveyor Report
- Economic Evaluation and Capital Expenditure Review
- Project management

The estimated cost of this work including the civil design is $206,000. The amount committed for the Landscape Architect to complete their works is $12,000. Therefore the total amount of funding required in 2018/19 is $218,000.

The revised budget for 2018/19 is $69,793. Year to date actual spend is $47,037 leaving a balance of $22,756.

$218,000 minus $22,756 leaves a shortfall of $195,244 rounded to $200,000.

Progress to construction of revitalization infrastructure works will be dependent on securing external grant funding.
OPTIONS

1. Adopt the recommendation
2. Decline to adopt the recommendation

CONSULTATION

- Aberdeen, Merriwa, Murrurundi and Scone CBD Revitalisation Committees
- General Manager
- Director Infrastructure Services
- Manager Special Projects
STRATEGIC LINKS

a. Community Strategic Plan 2027
This report links to the Community Strategic Plan 2027 as follows:

ECONOMY AND INFRASTRUCTURE
Goal 5 A sustainable and prosperous economy.
CS22 Provide attractive and functional town centres and support
Revitalisation of the towns and villages including investment in built
heritage and improvement of existing buildings.

Goal 6 Increase, enhance and maintain civil infrastructure, Community assets and open
spaces to meet the needs of current and future generations.
CS25 Provide inviting public spaces that are clean, green, properly maintained,
well designed, encourage active participation, family friendly and accessible
to all.

LEADERSHIP
Goal 9 Provide Community leadership.
CS40 Encourage and build strong partnerships between the Community, business
and all levels of government to support implementation of the CSP 2027 and
to deliver the Community priorities.

We are working to achieve the following Community Priorities:

- Well maintained, safe, reliable and additional infrastructure, including sporting fields, parks,
  family and cultural facilities.
- Upper Hunter Shire has improved and well maintained roads and bridges.
- Increase focus on local business, shop occupation and revitalisation of the Town Centres.
- Increased and innovative tourism and visitor opportunities.

b. Delivery Program

- Encouragement for the sustainable economic development in the Upper Hunter Shire.
- Relationships with key stakeholders to enhance economic development activities
  within the Shire.
Infrastructure Services

- Provide support for the economic and tourism promotion of the Shire.

**c. Other Plans**

CBD Masterplans for Aberdeen, Merriwa, Murrurundi and Scone adopted by council in June 2016.

**IMPLICATIONS**

a. **Policy and Procedural Implications**

NA

b. **Financial Implications**

Adopting the recommendation of this report will allow the funding of the Scone CBD Revitalisation Civil Detail Design which needs to be coordinated with the Landscape Design. The cost of the detail Civil Design is $70,000 plus GST.

The revised budget for 2018/19 is $69,793. Year to date actual spend is $47,037 leaving a balance of $22,756.

$218,000 minus $22,756 leaves a shortfall of $195,244 rounded to $200,000.

Progress to construction of revitalization infrastructure works will be dependent on securing external grant funding.

Review budget for Bill Rose Sports Complex in DPOP process.

c. **Legislative Implications**

NA

d. **Risk Implications**

The risk to the project is should design funding not be approved the development of the Scone CBD will not be able to be progressed prior to the by-pass been completed.

e. **Other Implications**

The funds will be redirected from the proposed works a Bill Rose Sports Complex, these works will need to be considered in future budgets and will be subject to grant funding.

**CONCLUSION**

Considering the amount of work that has been completed in the landscape design of the Scone CBD Revitalisation works, it is hoped that additional funding will be made available to complete the civil works designs, enabling the project to progress.

**ATTACHMENTS**

There are no enclosures for this report
RESOLVED
That Council:

1. review the program of works for each town with the CBD Revitalisation Committees.
2. transfer funds for the Scone CBD Detail Design Works to the value of $200,000 from the Councils funds held for 2018/19 Bill Rose Sports Complex Upgrade.
3. review the funding for Bill Rose Sports Complex projects in the Delivery Program & Operational Plan process for next year’s budget.
4. transfer funds from the Bill Rose Sports Complex Upgrade to Scone CBD Revitalisation to be repaid in future budgets.

Moved: Cr R Campbell  
Seconded: Cr J Burns  
CARRIED
I.02.2  

**MR62 BUNNAN ROAD UPGRADE FUNDING DEED**

**RESPONSIBLE OFFICER:** Steve McDonald - General Manager  
**AUTHOR:** Nicholas Havyatt - Director Infrastructure Services

**PURPOSE**

The purpose of this report is to inform Council that the State Government has approved $2,895,346 for Upper Hunter Shire to upgrade Bunnan Road MR62 and asking that the Council accept the grant as soon as possible.

**RECOMMENDATION**

That Council:
1. accept the NSW State Government - Fixing Country Roads Grant Programme for $2,895,346.
2. resubmit an application to the Federal Government - Heavy Vehicle Safety and Productivity Programme.
3. investigate other options to fund the balance of the project valued at $2,895,349 through operational savings or loan funding, should further grant funding not be available.

**BACKGROUND**

Council made an applications for two grant schemes to upgrade Bunnan Road MR 62. The grant schemes were:

- NSW State Government - Fixing Country Roads Grant Programme

The scope of work included pavement strengthening and widening across three sections to improve safety and facilitate improved access for B-Double vehicles.

The planned expenditure for this project is:

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<tr>
<th>Section</th>
<th>Chainage</th>
<th>Value</th>
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<td>2</td>
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<td>3</td>
<td>33.5 to 34.5</td>
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<td><strong>Total</strong></td>
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<td><strong>$6,190,695</strong></td>
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The proposed funding sources for the project are tabled below:

<table>
<thead>
<tr>
<th>Funding source</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>NSW State Government - Fixing Country Roads Grant Programme</td>
<td>$2,895,346</td>
</tr>
<tr>
<td>Federal Government - Heavy Vehicle Safety and Productivity Programme</td>
<td>$2,895,349</td>
</tr>
<tr>
<td>Council</td>
<td>$400,000</td>
</tr>
</tbody>
</table>
REPORT/PROPOSAL

The State Government funding agreement requires Council to guarantee that the balance of the funding is available. The majority of the balance is planned to come from the Federal Government - Heavy Vehicle Safety and Productivity Programme grant program. An application was made which was unsuccessful. Council is planning to resubmit the application to the Federal Government - Heavy Vehicle Safety and Productivity Programme, however the exact timing and the success of this grant cannot be confirmed at this time. Should Council accept the State Government Grant and the Federal Government Grant application be unsuccessful Council would need to consider other means of funding.

OPTIONS

1. Decline to accept the grant
2. Accept the grant and fund the Upper Hunter Shire Council share required from loan funding.
3. Accept the grant and fund the Upper Hunter Shire Council share required from savings.

CONSULTATION

- Federal Department of Infrastructure and Transport
- NSW Transport
- Director Infrastructure Services
- Manager Works Delivery
- Manager Strategic Assets
- Director Corporate Services

STRATEGIC LINKS

a. Community Strategic Plan 2027

This report links to the Community Strategic Plan 2027 as follows:

ECONOMY AND INFRASTRUCTURE
Goal 6 Increase, enhance and maintain civil infrastructure, Community assets and open spaces to meet the needs of current and future generations.

CS24 Provide for replacement, improvement and additional Community and open space infrastructure through investment, best practice and risk management.

CS25 Provide inviting public spaces that are clean, green, properly maintained, well designed, encourage active participation, family friendly and accessible to all.

CS27 Maintain and upgrade the road network and bridges.

We are working to achieve the following Community Priorities:
b. Delivery Program

**Roads and Bridges – Local & Regional**
- By undertaking roads, stormwater, footpaths and bridge maintenance and construction works to Council's standards and specifications so as to improve road safety and minimise future expenses.

**Roads - Local & Regional**
- A well maintained urban, rural sealed and unsealed road network.
- Increase effectiveness of preventative maintenance work as part of maintenance management works practices.
- Construction and quality specifications for road construction.

c. Other Plans

Implementation of asset management plans.

**IMPLICATIONS**

a. Policy and Procedural Implications

Road maintenance guidelines as identified within Asset Plans and Strategic Plans. These guidelines include grading and service frequency based on a variety of factors including vehicle movements, road utilisation etc.

b. Financial Implications

Should the HVSPP Grant funding not materialize Council would need to consider funding the balance.

c. Legislative Implications

- State Environmental Planning Policy (SEPP) Infrastructure 2007.

d. Risk Implications

The project presents a number of risks requiring risk management plans:-
- Financial risk due to potential for cost over runs
- Safety risk
- Environmental risk
- Reputation risk
Infrastructure Services

e. Other Implications

Nil

CONCLUSION

The project addresses identified objectives in Council’s Community Strategic Plan and Delivery Program and Operating Plan. The national Fixing Country Roads grant funding offered will help fund the work and this report recommends that Council accept the Fixing Country Roads Programme grant from the State Government for $2,895,346.

ATTACHMENTS

There are no enclosures for this report

RESOLVED

That Council:

1. accept the NSW State Government - Fixing Country Roads Grant Programme for $2,895,346.
2. resubmit an application to the Federal Government - Heavy Vehicle Safety and Productivity Programme.
3. investigate other options to fund the balance of the project valued at $2,895,349 through operational savings or loan funding, should further grant funding not be available.

Moved: Cr R Campbell  Seconded: Cr M Collison  CARRIED
RESPONSES TO PREVIOUS QUESTIONS

<table>
<thead>
<tr>
<th>RPQ.02.1</th>
<th>RESPONSIBLE OFFICER: Steve McDonald - General Manager</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUTHOR:</td>
<td>Robyn Cox - Executive Assistant</td>
</tr>
</tbody>
</table>

**RECOMMENDATION**

For notation only.

**BACKGROUND**

At the ordinary meeting of Council on 29 January 2019 the following questions were asked:

**Cr Brown**

1. Can the General Manager provide advice as to whether the infrastructure that was installed several years ago to transport reuse water from the Murrurundi Sewerage Treatment Plant to the Wilson Memorial Oval is able to be switched on to provide a watering service for the facility?

   **Response:** The Director Infrastructure Services advised that at this point in time it is not operational and staff were still working with the Department of Water to get all the approvals in process.

   **Cr Brown asked if there is any timeframe to get this done.** The Director advised that he will take this on notice.

   **Update:** The Water Team are in the process of undertaking a review of the quality of effluent and what options Council has to reuse the product. Once this has been completed the outcome will be reported to the Infrastructure Services Committee meeting.

2. Can the General Manager advise if he is aware of the whereabouts of the timber from the trees felled during the storm in late December along the New England Highway between Blandford and Murrurundi? There may be an opportunity to salvage the timber for the purposes of firewood for drought affected families over the next couple of winters.

   **Response:** Taken on notice.

   **Update:** Timber has been removed and disposed of.

3. Can the General Manager please advise what residents in Murrurundi need to do in instances where discoloured water is coming through their taps?

   **Response:** The General Manager replied that all residents are advised that if there are concerns, to call the after-hours number. Staff will then contact the residents to arrange testing of the water and take appropriate action to rectify any problem, as occurred recently over the long weekend.

Can the General Manager confirm that Council has been invited to make a submission to the federal government on arrangements for citizenship ceremonies?

   **Response:** The General Manager confirmed that Council has been invited to make a submission.
RESOLVED that Council not make a submission to the Federal Government on arrangements for citizenship ceremonies.

Moved: Cr L Watts Seconded: Cr J Burns CARRIED

Cr Collison

1. Asked for an update on the repairs to the foot bridge between Mossvale Road and Hunter Road?
   
   Response: Taken on notice.
   
   Update: Once the concept designs are complete consultation with the residents will be undertaken on the options.

2. Asked for an update regarding the vehicles entering the Kater Park at Satur?
   
   Response: Taken on notice.
   
   Update: Additional bollards are to be installed to limit access into the park.

3. Can we have a look at the build-up of trees and rubbish at the Rex Collison Bridge at Moonan Flat? This is going to be an issue if it ever does rain again.
   
   Response: Taken on notice.
   
   Update: The roads team have programmed for this material to be removed.

Cr Fisher

1. Does Council have plans for supporting the upcoming King of the Ranges Stockmans Challenge by carting additional water to Murrurundi for the event?
   
   Response: The General Manager advised that extra water will be carted to ensure that there will be no impact on the event.
   
   Update: Council has plans in place to manage the water for Murrurundi during the upcoming event.

2. Asked about the Stop Work order on the Aberdeen Top Pub, because of the paint colour, and where this was up to.
   
   Response: The Director Environmental & Community Services advised that no further painting has been undertaken on the building. It is a heritage item. Council’s Heritage Advisor is attending Council on 6 February 2019 and discussions will be held with her about what options there are.
   
   Update: The owners of the hotel have confirmed that no further painting of the exterior of the building is proposed. No further action will be taken in respect of this matter.

ATTACHMENTS

Nil.
COUNCILLOR QUESTIONS

Cr Lee Watts

1. Can Council please investigate through the Traffic Committee a second crossing for St Marys School?

Response: The Director Infrastructure Services advised that investigation of a second crossing at St Marys School will be put on the agenda of the Traffic Committee.

Can Council also repaint the lines on the existing crossing?

These are tiny children trying to cross a road and can easily be hidden by cars. There was a very close call just last Friday which could of ended up badly. Parking and drop off was taken away as an option so children need to cross we as a Council need to ensure we provide the tools for them to be able to do this safely.

Response: Existing lines will be repainted.

2. We have an ageing population and with that sometimes issues in access, there are also people with the need to access pools etc. for rehabilitation.

Firstly can I ask is there any further on an indoor pool for Scone?

Response: The Director Infrastructure Services advised that the investigation of an indoor pool is in the current Community Strategic Plan 2027.

In the interim can Council look at adding a ramp into the shallow end of the pool, more and more pieces of equipment are being made and it could be as a simple lift in and lift out stairway or ramp.

Response: This year, Council purchased a new step designed for Murrurundi pool. This step system worked well and staff are now investigating the purchase of one for Scone and Merriwa.

3. I raised at Council maybe 12 months ago looking at using inmates from St Heliers to work at the local Cemeteries. The last discussion was Council was imminent in setting up a work program. What has happened to this?

Response: The Director Infrastructure Services advised that Council has used the St Heliers work team on the cemeteries in the past. Staff will talk with them again about developing a long term works program.

4. I’d like to congratulate initiative of Murrurundi Public School in creating clean drinking water through sun and air. Can Council start a conversation with the school to see where we can support them with further developing options to get the water accessible outside of the school.

Response: Taken on notice.

Cr Sue Abbott

1. What does council have planned for Murrurundi Hospital’s 100th birthday celebration? Would we consider placing an interim heritage order on the building until after the NSW state election?

Response: Taken on notice.
2. Given that council resolved to include the following in its “Code of Conduct” (or is that Code of Meeting Conduct) when it was reviewed in April 2017:

“It is council policy that “press,” “journalist” and “media” and all other similar terms are defined as an individual or organisation who subscribes to the standards of the Press Council of Australia, has a dispute resolution scheme and holds appropriate insurances”

… will scone.com.au now be included in council’s media distributions?

Response: The General Manager advised that he would meet with representatives of scone.com.au to clarify compliance with Council’s policy. The General Manager also advised that the Code of Meeting Practice will be reviewed at Council’s next meeting.

3. In relation to the gun shops on shire high streets, is council going to adopt a position policy on this issue?

Response: The General Manager advised that if Council wants to take a position on this issue, staff would need some of direction from Council.

4. (i) Why did council resolve not to make a submission to the Federal Government on arrangements for citizenship ceremonies and was that resolution made during councillor questions at last month’s ordinary meeting?

Response: The Mayor advised that Cr Brown asked to move a motion from the floor and the Mayor agreed that he could.

(ii) Why did council not express (like other councils around Australia did) that we as a council have the right to determine for ourselves whether a citizenship ceremony on Australia Day or Citizenship Day is appropriate, and that we as a council would need to consider among other factors, the interests of those in attendance at Australia Day and/or Citizenship Day celebrations, and costs primarily those associated with employing extra staff on a public holiday?

Response: The Mayor asked Cr Abbott to take into account that the majority of her peers have voted this way and you cannot question Councillors about their decision.

(iii) In relation to local Federal MPs who might attend citizenship ceremonies reading minister’s messages, should our federal MP be a member of the opposition will they still have to read the minister’s message?

(iv) Why have we not carefully gone through the paper and written a submission (due 28/2/2019) as Local Government NSW encouraged us all in New South Wales to do?

(v) Should we not have given the Upper Hunter Shire community the opportunity to have their say like other councils have done? I note that in in other councils’ survey processes, many councils have discovered that many conferees prefer small intimate citizenship ceremony occasions such as those held during the year with family and friends, and in fact many conferees feel intimidated by the notion of being part of the larger glitzy Australia Day or Citizenship Day ceremonies.

(vi) Why did we not discuss the implications of the proposed mandatory requirements of having ceremonies on Citizenship Day (September 17)?

(vii) What if there are no conferees what then, and again what about the costs?
(viii) And ought not the dress code for our citizenship ceremonies remain at council’s discretion rather than at the federal government’s?

5. Could council advise whether upright bicycles with baby seats have been acquired for the Scone Visitors Information Centre? If I remember correctly, to date the selection of bicycle for hire has been arguably narrow and sporty. Do other towns in the Upper Hunter Shire have bicycles for hire?

Response: The General Manager advised that he believed that other towns in the Shire do not have bicycles for hire. He was unaware of the acquisition of other bikes at the Scone Visitor Information Centre and would take the question on notice.

6. In light of all political parties seemingly now totally in love with libraries and the “Renew Our Libraries” campaign, will Merriwa Library get an actual librarian soon?

Response: The Director Environmental & Community Services advised that a Library Officer will be commencing soon who will work part time in the Library and part time in the Customer Services area. The Library will be open to the public for the same hours as the Customer Services Centre at Merriwa.

Cr Ron Campbell

1. Killoe Road & Black Lane – can it be confirmed when an inspection will take place?

Response: The advised that the Works Delivery Team will be looking into this and a date will be forwarded to Cr Campbell.

2. Can the starting date for Merriwa Surgery upgrade be confirmed?

Response: The Director Infrastructure Services advised that there is no date confirmed yet. The Building Team have done preliminary costings the details are being finalised.

3. Silo Art – When will the Committee be able to interview the new artist, following the original artist no longer being able to perform the task?

Response: Taken on notice.

Cr Kiwa Fisher

Where are the Record of Proceedings of the Aberdeen Revitalisation Committee meeting from last month? I ask as the Committee were expecting to see in this month’s papers the refined costings for the first stage of the Aberdeen River Walk that were supposed to be in the January meeting agenda’s papers. At the January Committee meeting, the Committee was assured that those figures would be included with the minutes in this month’s meeting papers. I am seriously disappointed that they’re not. Indeed, although we meet monthly, no minutes have been in monthly meeting agenda papers since September. On 5 March we will meet again and I’ll have a frustrated and understandably so Committee who feel they are spinning wheels and not making progress. Can we please have those costings presented at that meeting.

Response: The General Manager advised that the costings will be presented and apologised in regards to that information not being provided through to Council.
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 J Burns  CARRIED
CONFIDENTIAL REPORTS

CR.02.1 EVALUATION AND AWARD - TENDER 07/2019 WATER AND SEWER MAIN WORKS

RESPONSIBLE OFFICER: Nicholas Havyatt - Director Infrastructure Services

AUTHOR: Phillip Hood - Manager Water & Sewer

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.

PURPOSE

Award of the Lump Sum Tender for water and sewer main construction works in Merriwa, Scone and Murrurundi.

RESOLVED

That Council award the “Water and Sewer Main Works Lump Sum Tender” to National Civil Projects for the cost of $357,260 (inc. GST) with a completion date of 31st May 2019 to ensure completion before the end of the financial year.

Moved: Cr K Fisher Seconded: Cr J Burns CARRIED
CR.02.2 DESIGN AND CONSTRUCT WATER AND SEWER MAIN WORKS

RESPONSIBLE OFFICER: Nicholas Havyatt - Director Infrastructure Services

AUTHOR: Phillip Hood - Manager Water & Sewer

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.

PURPOSE

Award of the Lump Sum Tender for water and sewer main replacement works in Scone and Aberdeen.

RESOLVED

That Council:

1. decline to accept any of the tenders and enter into negotiations with any person (whether or not the person was a tenderer) with a view to entering into a contract.

2. as required Under Clause 178 (4) of the Local Government (General) Regulations 2005 the reason for declining to invite fresh tenders or applications is that negotiations with the three tenderers and others is likely to provide a satisfactory and fair outcome.

3. receive a further report on the outcomes of the tender negotiations and options for delivering the project.

Moved: Cr K Fisher  Seconded: Cr M Collison  CARRIED
CR.02.3  

**SCONE GOLF COURSE UPDATE**

**RESPONSIBLE OFFICER:** Steve McDonald - General Manager  

**AUTHOR:** Nicholas Havyatt - Director Infrastructure Services  

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**PURPOSE**

The purpose of this report is to outline where the Scone Golf Course Project is up to and the lease arrangements to operate the golf course.

**RESOLVED**

That Council:

1. note the report.  
2. remain open to offers from new lessees given there is no signed agreement to date.

Moved: Cr J Burns  
Seconded: Cr K Fisher  
CARRIED
CR.02.4  TENDER RA341920 UHSC - SUPPLY OF ELECTRICITY FOR CONTESTABLE SITES AND STREET LIGHTING

RESPONSIBLE OFFICER:  Kristian Enevoldson - Director Corporate Services

AUTHOR:  Wayne Phelps - Manager Finance

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.

PURPOSE

The purpose of this report is to consider results of a Reverse Auction held on the 22nd February 2019 for the supply of Council’s electricity energy for its contestable sites >100MWh (metered) and street lighting (unmetered).

RESOLVED

That Council

1. Award the tender for contestable sites >100MWh (metered) to Origin Energy for a 24 month period commencing 1 January 2020.
2. Award the tender for street lighting (unmetered) to Simply Energy from a 24 month period commencing 1 January 2020.
3. Delegate authority to the General Manager to execute the energy supplier contracts
4. Allocate potential savings to an identified Council internal restricted asset to assist with funding of future renewable energy projects.

Moved:  Cr L Driscoll  Seconded:  Cr M Collison  CARRIED
RETURN TO OPEN MEETING

RESOLVED That the meeting move back into Open Council.

Moved:  Cr J Burns    Seconded:  Cr K Fisher    CARRIED

RESOLVED that
Upon resuming Open Council the recommendations outlined in the Confidential Reports were moved in the affirmative.

Moved:  Cr J Burns    Seconded:  Cr K Fisher    CARRIED

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 6.55PM.