

**MINUTES OF THE ORDINARY MEETING OF UPPER HUNTER SHIRE COUNCIL HELD ON
MONDAY 28 SEPTEMBER 2020 IN THE SCONE COUNCIL CHAMBERS COMMENCING AT
5.06pm**

PRESENT:

Cr Maurice Collison (Mayor), Cr Kiwa Fisher (Deputy Mayor), Cr Josh Brown, Cr James Burns,
Cr Ron Campbell, Cr Lorna Driscoll and Cr Lee Watts.

APOLOGIES:

RESOLVED that the apology received from Cr Sue Abbott be accepted and leave of absence granted.

Moved: Cr L Watts

Seconded: Cr J Burns

CARRIED UNANIMOUSLY

IN ATTENDANCE:

Mr Glenn Inglis (Acting 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) and Mrs Robyn Cox (Executive
Assistant).

CONFIRMATION OF MINUTES:

RESOLVED that the minutes of the Ordinary Council meeting held on 31 August 2020 be adopted with the amendment that Cr Burns replace Cr Brown in the vote for Item ISC.08.07 - Moobi Road Rural Connection Area – Investigation Report and Cr Brown be removed from the vote for Item ISC.08.8 – Moobi Road High Pressure Zone – Investigation Report as Cr Brown was not present at the meeting.

Moved: Cr L Watts

Seconded: Cr L Driscoll

CARRIED UNANIMOUSLY

RESOLVED that the amended minutes of the Ordinary Council meeting held on 27 July 2020 be adopted to include the late Item G.07.3 Request for Donations.

Moved: Cr L Driscoll

Seconded: Cr K Fisher

CARRIED UNANIMOUSLY

DISCLOSURES OF INTEREST:

G.09.3 Cultural Activity Grants 2020

Cr James Burns declared a non-pecuniary interest / non-significant conflict for the reason that he has children attending a school that is receiving a grant. Cr Burns advised that he would leave the meeting and take no part in discussion or voting.

Mr Nick Havyatt declared a non-pecuniary interest / non-significant conflict for the reason that he has a son who attends Scone Scout Group. Mr Havyatt advised that he would remain in the meeting but have no involvement.

PUBLIC PARTICIPATION:

Nil.

A.09.1 ***RECOGNITION OF LENGTH OF SERVICE***

RESPONSIBLE OFFICER: Glenn Inglis - Acting General Manager

AUTHOR: Karen Lee - Governance & Executive Support Officer

RESOLVED That Council recognise Glenn Simpson and Kevin Sams for their 20 years' service to Council.

Moved: Cr L Watts

Seconded: Cr J Burns

CARRIED UNANIMOUSLY

A.09.2 ***MAYOR FOR A DAY 2020 PRESENTATION***

RESPONSIBLE OFFICER: Mathew Pringle - Director Environmental & Community Services

AUTHOR: Amanda Catzikiris - Community Services Officer

RESOLVED That Council congratulate the winners of the 2020 Mayor for a Day competition.

Moved: Cr J Burns

Seconded: Cr R Campbell

CARRIED UNANIMOUSLY

SCR.09.1 ***FINANCE COMMITTEE***

RESPONSIBLE OFFICER: Kristian Enevoldson - Director Corporate Services

AUTHOR: Wayne Phelps - Manager Finance

RESOLVED That Council:

1. adopt the minutes of the Finance Committee meeting held on 18 September 2020;
2. adopt the requested budget variations as detailed in the budget review;
3. Implement the Corporate Services Standing Committee;
4. make redundant the Finance Committee and the Upper Hunter Shire Land Committee;
and,
5. implement the proposed changes as soon as practicable after the September 2020 Council meeting.

Moved: Cr J Brown

Seconded: Cr R Campbell

CARRIED UNANIMOUSLY

SCR.09.2 ***INFRASTRUCTURE SERVICES COMMITTEE***

RESPONSIBLE OFFICER: Glenn Inglis - Acting General Manager

AUTHOR: Nicholas Havyatt - Director Infrastructure Services

RESOLVED That Council

1. adopt the minutes of the Infrastructure Services Committee meeting held on Tuesday, 8 September 2020;
2. ISC.09.01 – Works Program – Infrastructure Services – Water & Sewer
 - a) receive the report and note the information; and
 - b) undertake community consultation with Gundy residents with regards to the concepts of water reticulation design.
3. ISC.09.07 – SCCF-0084 Wilson Memorial Oval Facilities Upgrade – Project Update
 - a) develop a robust project plan before continuing with the project;

- b) proceed with delivery of Stage 1 (amenities building at Wilson Memorial Oval) subject to allocation of additional funds (\$175,000) and successful variation to existing Safer Country Communities Fund Grant (SCCF2-0084) to allow a further 9 months for project delivery;
 - c) endorse allocation of \$175,000 from the COVID-19 Local Roads and Community Infrastructure Fund to deliver Stage 1; and,
 - d) endorse further allocation of \$60,000 and \$275,000 from the COVID-19 Local Roads and Community Infrastructure Fund to deliver Stage 2 (grandstand) and Stage 3 (lighting upgrade) respectively.
4. **ISC.09.09 – Regional Road Transfer & NSW Road Classification Review**
- a) make a submission to the Regional Roads Transfer and Road Classification Review Panel for RR62 (Scone to Merriwa) and RR105 (Scone to Moonan Flat) be transferred and fully managed by the NSW State Government;
 - b) defer further submissions for the transfer of Council’s Regional Road network to the second round of nominations opening in December 2020;
 - c) undertake further discussions with Mid Western, Warrumbungle and Liverpool Plains Shire Council’s to determine whether joint submissions would be beneficial to each Council;
 - d) make a submission to the Regional Roads Transfer and Road Classification Review Panel for the reclassification to regional status of the following local roads; Moonan Brook, Barrington Forest, Glenbawn, part Rouchel, Ringwood, Flaggs and Wollar Roads; and,
 - e) seek confirmation of the State Government’s commitment in maintaining current funding levels for road maintenance and rehabilitation.

Moved: Cr L Watts

Seconded: Cr R Campbell

CARRIED UNANIMOUSLY

C.09.1

SCONE & UPPER HUNTER REGIONAL SALEYARDS COMMITTEE

RESPONSIBLE OFFICER: Kristian Enevoldson - Director Corporate Services

AUTHOR: David Gatwood - Manager Business Services

RESOLVED That Council:

1. adopt the minutes of the Scone & Upper Hunter Regional Saleyards meeting held on 1 September 2020.
2. note the minutes of the Scone & Upper Hunter Regional Saleyards meeting held on 19 March 2020 be classified as a workshop and not a meeting as a quorum was not reached.
3. appoint the following new members to the Committee:
 - David Payne (buyer)
 - Coleen Brown (producer)

Moved: Cr R Campbell

Seconded: Cr J Burns

CARRIED UNANIMOUSLY

C.09.2

UPPER HUNTER SHIRE TRAFFIC COMMITTEE

RESPONSIBLE OFFICER: Nicholas Havyatt - Director Infrastructure Services

AUTHOR: Jeff Bush - Manager Strategic Assets

RESOLVED That Council:

1. adopt the minutes of the Upper Hunter Shire Traffic Committee meeting held on Monday 21 September 2020;

2. TRF 09.1 – Guernsey Street Angle Parking, Scone;
 - a) support the installation of signs and line markings for 60° angle parking proposed in Guernsey Street between Kingdon and St Aubins Street.
3. TRF 09.2 – Aberdeen Public School – Road Safety Audit;
 - a) the upgrade and refreshing of delineation in Segenhoe Street, incorporating zig zag line markings at the approaches to the school crossing be approved and undertaken as a priority;
 - b) note Council has commenced a full design process in relation to drainage, footpath improvements and traffic management upgrades in Graeme and Segenhoe Streets.
 - c) note that a submission for grant funding assistance has been lodged under the NSW Safer Roads Program
 - d) continue to monitor traffic volumes and speeds in Segenhoe Street following the implementation of traffic management devices to assess their impact; and
 - e) review prioritised works as new or updated information and funding becomes available.
4. TRF 09.3 – Parking Restrictions – Liverpool Street Scone – Council Administration Building:
 - a) implement “1/4P” parking restrictions in Liverpool Street, Scone in accordance with the attached plan (see Attachment 2)
5. TRF 09.4 – Parking Restrictions – Liverpool Street Scone – St Luke’s Villas;
 - a) implement the removal of two parking spaces and installation of “No Stopping” parking restrictions in Liverpool Street, Scone in accordance with the attached plan (see Attachment 3); and
6. TRF 09.5 – Pick Up Drop Off Zone – Hill Street – Scone Public School;
 - a) support the removal of the reverse angle parking zone adjacent to the Scone Public School, at the intersection of Hill and Liverpool Street with the installation of a parallel parking zone for a distance of approximately 30m in accordance with the attached plan (see Attachment 4).

Moved: Cr K Fisher

Seconded: Cr J Burns

CARRIED UNANIMOUSLY

C.09.3

COMMITTEE MEMBERSHIPS AND MEETINGS SCHEDULE

RESPONSIBLE OFFICER: Glenn Inglis - Acting General Manager

AUTHOR: Robyn Cox - Executive Assistant

RESOLVED That Council:

1. schedule the ordinary meetings of Council on the last Monday of each month, starting at 5.00pm, except for the December meeting which is to be held on the third Monday.
2. endorse the following Standing Committees and meeting times:
 - a. Corporate Services Committee to meet on the Friday, 10 days preceding the ordinary meeting of Council, commencing at 8.30am.
 - b. Development & Environmental Services Committee to meet on the second Tuesday of every month commencing at 10.00am.
 - c. Infrastructure Services Committee to meet on the second Tuesday of every month commencing at 12.00pm.
3. re-appoint members to the Standing Committees, and that the Committees ratify or amend their charters at their next meeting, with the revised Charters to come back to Council for endorsement.
4. the appointments be for the remaining term of the current Council.
5. re-appoint its delegates to the various Section 355, advisory and external committees, with the appointments being for the remaining term of the current Council.

Moved: Cr J Brown

Seconded: Cr R Campbell

CARRIED UNANIMOUSLY

G.09.1 **2020 LOCAL GOVERNMENT NSW ANNUAL CONFERENCE**

RESPONSIBLE OFFICER: Glenn Inglis - Acting General Manager

AUTHOR: Robyn Cox - Executive Assistant

RESOLVED That Council nominate Crs Collison and Burns to attend the online 2020 Conference and Cr Fisher as the alternate.

Moved: Cr J Burns

Seconded: Cr M Collison

CARRIED UNANIMOUSLY

G.09.2 **REQUESTS FOR DONATION**

RESPONSIBLE OFFICER: Glenn Inglis - Acting General Manager

AUTHOR: Karen Lee - Governance & Executive Support Officer

RESOLVED That Council approve the following donations:

1. \$65 to Moonan Flat Union Church to waive fees of their onsite sewerage charge;
2. \$105 to Upper Hunter Community Services for the hire of the Aberdeen Skate Park; and,
3. \$200 to Aberdeen Pony Club towards operating costs for the annual President's Cup.

Moved: Cr L Watts

Seconded: Cr R Campbell

CARRIED UNANIMOUSLY

G.09.3 **CULTURAL ACTIVITY GRANTS 2020**

RESPONSIBLE OFFICER: Mathew Pringle - Director Environmental & Community Services

AUTHOR: Amanda Catzikiris - Community Services Officer

DISCLOSURES OF INTEREST

Cr James Burns declared a non-pecuniary interest / non-significant conflict for the reason that he has children attending a school that is receiving a grant. Cr Burns left the meeting at 5.39pm and took no part in discussion or voting.

Mr Nick Havyatt declared a non-pecuniary interest / non-significant conflict for the reason that he has a son who attends Scone Scout Group. Mr Havyatt remained in the meeting but had no involvement.

RESOLVED That Council endorse the recommended grants totaling \$15,000 for 2020/21 as detailed in Attachment 1 to the report, and further that Cultural Activity Grants are conditional on completed acquittals for 2019 grants being received by 30 October 2020.

Moved: Cr L Watts

Seconded: Cr R Campbell

CARRIED UNANIMOUSLY

Cr Burns returned to the meeting at 5.41pm.

G.09.4 **MEDICARE ELIGIBILITY FOR MAGNETIC RESONANCE IMAGING**

RESPONSIBLE OFFICER: Glenn Inglis - Acting General Manager

AUTHOR: Robyn Cox - Executive Assistant

RESOLVED That Council write to the following Federal and State members of parliament seeking their support for a full Medicare licence for a Magnetic Resonance Imaging (MRI) system to be installed in the new Maitland Hospital:

G.09.7

SCONE RV PARKING SITE

RESPONSIBLE OFFICER: Kristian Enevoldson - Director Corporate Services

AUTHOR: David Gatwood - Manager Business Services

RESOLVED That Council:

1. endorse in principle the redevelopment of DP 1187246 & part of DP1228077 situated in the Bill Rose Sporting complex into an RV parking area;
2. investigate options in relation to the classification and possible subdivision of the above land in order to best expedite its usage as an RV parking area; and,
3. provide a further report to Council detailing land classification options, design options and costings.

Moved: Cr L Watts

Seconded: Cr M Collison

CARRIED UNANIMOUSLY

H.09.1

REVISED CODE OF CONDUCT

RESPONSIBLE OFFICER: Glenn Inglis - Interim General Manager

AUTHOR: Kristian Enevoldson - Director Corporate Services

RESOLVED That Council endorse the following revised documents for public exhibition:

1. Code of Conduct for Council Staff;
2. Code of Conduct for Councillors;
3. Code of Conduct for Council Committee Members, Delegates of Council and Council Advisers; and,
4. Procedures for the Administration of the Model Code of Conduct; and,
5. Request a further report following the public exhibition period to consider any public submissions.

Moved: Cr K Fisher

Seconded: Cr R Campbell

CARRIED UNANIMOUSLY

H.09.2

REVISED CODE OF MEETING PRACTICE

RESPONSIBLE OFFICER: Glenn Inglis - Acting General Manager

AUTHOR: Karen Lee - Governance & Executive Support Officer

RESOLVED That, in relation to the report "Revised Code of Meeting Practice" Council:

1. endorse the updated Code of Meeting Practice and advertise the proposed Code for a period of 28 days and allow a period of 42 days for public comments prior to formal adoption by Council; and,
2. request a further report following the review to consider any public comments received.

Moved: Cr R Campbell

Seconded: Cr J Brown

CARRIED UNANIMOUSLY

I.09.1

SCONE CBD REVITALISATION MONTHLY UPDATE

RESPONSIBLE OFFICER: Nicholas Havyatt - Director Infrastructure Services

AUTHOR: Grahame Wilson - Project Manager

RESOLVED That Council receive the report and note the information.

Moved: Cr J Burns

Seconded: Cr L Watts

CARRIED UNANIMOUSLY

I.09.2

LOCAL ROADS AND COMMUNITY INFRASTRUCTURE GRANT APPLICATION

RESPONSIBLE OFFICER: Glenn Inglis - Acting General Manager

AUTHOR: Kristian Enevoldson - Director Corporate Services

RESOLVED That Council approve the proposed list of projects, as detailed in Attachment 1 to this report, to be funded from the Local Roads and Community Infrastructure Program.

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

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 J Burns Seconded: Cr L Watts CARRIED UNANIMOUSLY

CR.09.1

TENDER 06/2021 SUPPLY OF SERVICES

RESPONSIBLE OFFICER: Nicholas Havyatt - Director Infrastructure Services

AUTHOR: Sam Wooden - Manager Works Delivery

This matter is considered to be confidential under Section 10A(2) (d i) of the Local Government Act, as it deals with commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it.

RESOLVED That Council accept the tender list as detailed in Attachment 1 to the report for the supply of services for the period from 10 August 2020 to 9 August 2022.

Moved: Cr K Fisher Seconded: Cr J Burns CARRIED UNANIMOUSLY

CR.09.2

TENDER 07/2021 HIRE OF PLANT

RESPONSIBLE OFFICER: Nicholas Havyatt - Director Infrastructure Services

AUTHOR: Sam Wooden - Manager Works Delivery

This matter is considered to be confidential under Section 10A(2) (d i) of the Local Government Act, as it deals with commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it.

RESOLVED That Council accept the tender list as detailed in Attachment 1 to the report for the hire of plant for the period from 10 August 2020 to 9 August 2022.

Moved: Cr K Fisher Seconded: Cr L Driscoll CARRIED UNANIMOUSLY

