



## **AGENDA & BUSINESS PAPERS**

Notice is hereby given, in accordance with the provision of the *Local Government Act 1993* that a meeting of Uralla Shire Council will be held in the Council Chambers, 32 Salisbury Street, Uralla.

## **ORDINARY COUNCIL MEETING**

**23 April 2024**

**Commencing at 4:00pm**



### **Statement of Ethical Obligations**

The Mayor and Councillors are bound by the Oath/ Affirmation of Office made at the start of the Council term to undertake their civic duties in the best interests of the people of Uralla Shire and to faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the *Local Government Act* or any other Act, to the best of their skill and judgement.

It is also a requirement that the Mayor and Councillors disclose conflicts of interest in relation to items listed for consideration on the Agenda or which are considered at this meeting in accordance with Council's Code of Conduct and Code of Meeting Practice.

Toni Averay

**General Manager**

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- 1 OPENING & WELCOME**
- 2 PRAYER**
- 3 ACKNOWLEDGEMENT OF COUNTRY**
- 4 WEBCAST INFORMATION**
- 5 APOLOGIES & APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS**
- 6 DISCLOSURE & DECLARATION OF INTEREST/S**

## 7 CONFIRMATION OF MINUTES

### 7.1 Confirmation of Minutes held 26 March 2024 Ordinary Meeting


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**Department:** General Manager's Office

**Prepared By:** Executive Assistant

**Authorised By:** General Manager

**Reference:** UINT/24/5299

**Attachments:** 1. Minutes 26 March 2024 Ordinary Meeting [↓](#) 

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### RECOMMENDATION

That Council adopt the minutes of the Ordinary Meeting held 26 March 2024 as a true and correct record.



## **MINUTES** of

### **ORDINARY COUNCIL MEETING**

**Held on 26 March 2024 at 4:00pm**

#### **Attendance at Meeting:**

**Councillors:** Mayor R Bell (Chair)  
Deputy Mayor R Crouch  
Cr T Bower [via zoom]  
Cr S Burrows  
Cr L Doran  
Cr McMullen  
Cr T O'Connor  
Cr L Petrov  
Cr T Toomey [via zoom]

#### **Apologies:**

Nil

#### **Staff:**

Ms Averay, General Manager  
Mr M Raby, Director Infrastructure & Development  
Mr S Williams, Interim Director Corporate & Community  
Mr S Vivers, Acting Manager, Development & Planning  
Ms W Westbrook, Executive Assistant

## ORDINARY COUNCIL MEETING MINUTES

26 MARCH 2024

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AUDIO Minutes of meeting link:

To be uploaded soon

UNCONFIRMED

## ORDINARY COUNCIL MEETING MINUTES

26 MARCH 2024

**1 OPENING & WELCOME**

The Chair declared the meeting opened at 4:00pm.

**2 PRAYER**

The Chair recited the Uralla Shire Council prayer.

**3 ACKNOWLEDGEMENT OF COUNTRY**

The Chair read the acknowledgement of country.

**4 WEBCAST INFORMATION**

The Chair advised the meeting was recorded, with the recording to be made available on Council's website following the meeting and reminded the attendees from making defamatory statements.

**5 APOLOGIES & APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS**

Nil

**6 DISCLOSURE & DECLARATIONS OF INTEREST/S**

Deputy Mayor Robert Crouch declared significant non-pecuniary interest in relation to Item 13.1 due to being Director of Uralla Bowling & Recreation Club.

**7 CONFIRMATION OF MINUTES****7.1 CONFIRMATION OF MINUTES HELD 27 FEBRUARY 2024 ORDINARY MEETING****RESOLUTION 29.03/24**

**Moved:** Deputy Mayor Robert Crouch

**Seconded:** Cr Tim Bower

That Council adopt the minutes of the Ordinary Meeting held 27 February 2024 as a true and correct record.

**For:** Crs Robert Bell, Robert Crouch, Tim Bower, Sarah Burrows, Leanne Doran, Bruce McMullen, Tom O'Connor, Lone Petrov and Tara Toomey

**Against:** Nil

CARRIED 9/0



























**8 URGENT, SUPPLEMENTARY, AND LATE ITEMS OF BUSINESS (INCLUDING PETITIONS)**

## 9 WRITTEN REPORTS FROM DELEGATES

### 9.1 Mayors Delegate Report - March 2024 Activity

**Department:** General Manager's Office

**Prepared By:** Mayor

**Authorised By:** Mayor

#### LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

**Goal:** 4. We are an independent shire and well-governed community

**Strategy:** 4.1. Informed and collaborative leadership in our community

#### SUMMARY

Mayor's Delegate Report outlining activities conducted during the month of February 2024.

#### RECOMMENDATION

**That Council received the Mayor's Delegate Report for March 2024**

#### REPORT

Date of Council Meeting: 23 April 2024		
DATE	COMMITTEE/MEETING/EVENT	LOCATION
1 March 2024	Meeting on Oversize transport for the Winterbourne project	Uralla
4 Mar 2024	Mayor & GM Catch Meeting	Uralla
5 Mar 2024	Tour of possible development sites in Uralla	Uralla
6 Mar 2024	2AD	Interview
6 Mar 2024	Meeting Thunderbolt Wind Farm VPA	Online
6 Mar 2024	New England Visions 2030 Forum	Armidale
7 Mar 2024	Extraordinary Meeting	Uralla
8 Mar 2024	Meeting Thunderbolt Wind Farm VPA	Online
9 Mar 2024	Service Awards	Uralla
11 Mar 2024	Meeting Thunderbolt Wind Farm VPA	Online
11 Mar 2024	NSW Independent Planning Commission Assessment	Uralla
12 Mar 2024	Port of Newcastle Update	Online
12 Mar 2024	Councillor Workshop	Uralla
18 Mar 2024	Meeting with UBSC - EV Charging	Uralla
18 Mar 2024	Mayor & GM Catch Meeting	Uralla
19 Mar 2024	Meeting RDA Northern Inland Committee	Uralla
19 Mar 2024	Meeting Recycling Solar Panels discussion	Online
20 Mar 2024	Southern Landcare Leadership meeting	Uralla
21 Mar 2024	COREM Meeting / Energy Co	Sydney
22 Mar 2024	CMA Conference costs \$989.11 (incl COREM)	Sydney
25 Mar 2024	Mayor & GM Catch Meeting	Uralla
26 Mar 2024	Council Meeting	Uralla
27 Mar 2024	2AD	Interview
<b>2023 Expenses Claims to date for Councillors</b>		<b>\$0</b>

9.2 New England Weeds Authority Delegate Report

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**Department:** General Manager’s Office  
**Prepared By:** Councillor  
**Authorised By:** Councillor  
**Reference:** UINT/24/6023

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**LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

**Goal:** 4. We are an independent shire and well-governed community  
**Strategy:** 4.1. Informed and collaborative leadership in our community

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**SUMMARY**

New England Weeds Authority Bank Guarantee update.

**RECOMMENDATION**

That Council receives the delegate’s verbal report.

New England Weeds Authority Delegate will give a verbal update in a confidential session:

<b>Section under the Act</b>	The grounds on which part of the Council or Committee may be closed to the public are listed in Section 10A(2) of the <i>Local Government Act 1993</i> .
<b>Sub-clause and Reason:</b>	g - advice concerning litigation, or advice as comprises a discussion of this matter, that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

**10 PUBLIC FORUM**

Nil

**11 MAYORAL MINUTE**

Nil

**12 NOTICE OF MOTION/QUESTIONS WITH NOTICE**

Nil




## 13 REPORT OF COMMITTEES

### 13.1 Minutes - Uralla Township & Environs Committee (UTEC) Quartlery Meeting - 4 March 2024

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<b>Department:</b>	<b>Infrastructure &amp; Development</b>
<b>Prepared By:</b>	<b>Executive Support Officer Infrastructure &amp; Development</b>
<b>Authorised By:</b>	<b>Director Infrastructure &amp; Development</b>
<b>Reference:</b>	UINT/24/4377

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<b>Attachments:</b>	1. Minutes - UTEC Quarterly Meeting - 4 March 2024 <a href="#">↓</a> 
	2. Minutes - UTEC Extraordinary General Meeting - 19 February 2024 <a href="#">↓</a> 
	3. Minutes - UTEC General Meeting - 5 February 2024 <a href="#">↓</a>
	4. Minutes - UTEC General Meeting - 8 January 2024 <a href="#">↓</a> 

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#### LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

<b>Goal:</b>	4. We are an independent shire and well-governed community
<b>Strategy:</b>	4.1. Informed and collaborative leadership in our community
	4.2. A strategic, accountable and representative Council

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#### SUMMARY

The minutes of the Uralla Township and Environs S355 Committee (UTEC) quarterly meeting held on 4 March 2024 are presented to Council in Attachment 1 to this report.

#### RECOMMENDATION

**That Council receives the minutes and notes the recommendations of the Uralla Township and Environs S355 (UTEC) Committee quarterly meeting held 4 March 2024.**

#### REPORT

The Uralla Township and Environs S355 (UTEC) Committee held a quarterly meeting on 4 December 2023. Following are the recommendations of the Committee from the quarterly meeting:

1. *That Council accepts the minutes from the UTEC General Meetings of 08 Jan 24 and 05 Feb 24 and UTEC Extraordinary Meeting of 19 Feb 2024 (see attachments to this report).*
2. *That Council resolves to:*
  - a) *Review the southern approach/departure to Uralla for risk to wildlife (particularly koalas) and take appropriate actions to reduce the speed limit in this area.*
  - b) *i. Establish a volunteer program to support community involvement in the maintenance of the main street blisters.*
  - ii. Develop a program in partnership with Community Corrections to support Shire wide parks maintenance.*
  - iii. Review the current budget with a view to including in the 24/25 Open Spaces Maintenance Budget additional funds to ensure proper maintenance of the newly established parks and to improve the maintenance of existing parks.*



*iv. Review the Plan of Management for all Open Spaces.*

**COUNCIL IMPLICATIONS****Community Engagement/Communication**

Publication of the UTEC meeting agenda on the Council's website. Consultation with the Uralla Township and Environs S355 Committee (UTEC) and referral of Committee minutes to Council.

**Policy and Regulation**

Terms of Reference - Uralla Township and Environs s355 Committee - UTEC – 2022

**Financial/Long Term Financial Plan**

Any proposed works must be funded from consolidated revenue or grants.

**Asset Management/Asset Management Strategy**

Nil.

**Workforce/Workforce Management Strategy**

Council staff attend Committee meetings and investigate Committee matters as directed by Council.

**Legal and Risk Management**

A Committee constituted under S335(b) of the Local Government Act 1993 (NSW) is covered by Council's insurance policy for public liability.

**Performance Measures**

N/A

**Project Management**

Project management for any proposed works will be undertaken by Council staff.











## Placeholder for Attachment C

Minutes - Uralla Township & Environs Committee (UTEC)  
Quartlery Meeting - 4 March 2024

Minutes - UTEC General Meeting - 5 February 2024













## 14 REPORTS TO COUNCIL

### 14.1 Project Updates - Public Spaces Legacy Program

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<b>Department:</b>	<b>Infrastructure &amp; Development</b>
<b>Prepared By:</b>	<b>Manager Projects</b>
<b>Authorised By:</b>	<b>Director Infrastructure &amp; Development</b>

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#### SUMMARY

The purpose of this report is to provide Council with the current status and outlook for the three (3) Public Spaces Legacy Program (PSLP) grant funded projects being undertaken by Council; namely:

- The Rotary Park Upgrade;
- The Glen Upgrade (including Constellations of the South); and
- The Pioneer Park Upgrade.

#### RECOMMENDATION

**That Council notes the update and status reports for the Rotary Park Project; the Pioneer Park Project; and the Glen Project.**

#### REPORT

##### Project updates

This status update report was current on 10 April 2023.

Councils Grants and Communications officer, Chris Clark, has been assigned the organisation of the official opening of The Glen and Pioneer Park projects, scheduled for 21 June 2024. A program of events is being developed.

**PSLP Project 1 - Rotary Park Upgrade** – The Rotary Park Upgrade Project has reached full Practical Completion. An official opening plaque has been approved by the funding body and is in production and will be installed to the existing obelisk.

**PSLP Project 2 - Pioneer Park Upgrade** - Wider spread lights for the entry statement and rear wall are being sought. Artists are currently working on the entry statement mosaic tiles. Installation has been adjusted to the end of May. The sprinkler system has been set back to operate once a week and will be set to only operate at night from Monday 15 April. It will be turned off during periods of rain.

An official opening plaque is in production and will be installed on a small obelisk to be placed in the small triangular lawn section in front of the entry blocks when the tiles are installed. This section of the park will have a temporary exclusion zone for these works.

The amenity block is due to have its facelift in May.

**PSLP Project 3 - The Glen Upgrade (including The Constellations of the South)**

**Infrastructure** – Consultation with the UTEC committee has continued regarding the information panels. The content was mocked up to a preliminary level and members were asked to review the subject matter of the panels only. Consultation with Councillors on the draft content will now progress.

The original information shelter structure will be upgraded from 15<sup>th</sup> April.

Entry signs are in development and planned to be placed at the entry road and to the right of the information shelter.

**Constellations of the South** – Hydrus the snake is being constructed and is due for installation end April. Artist statement plaques are being installed. An obelisk for the Stargazer plaque which will also act as a seat is being sought. The official opening plaque is in production.

**Funding and Reporting**

Council officers are continuing to work with the Department of Planning to ensure the requirements of the funding agreement are met. This is now monitored by monthly reporting until project completion.

**CONCLUSION**

The PSLP Projects are either complete (Rotary Park) or proceeding at pace (The Glen and Pioneer Park). The construction phase of the projects is on schedule to be completed in May 2024, in line with the new direction from the funding partner to finish when practically possible. The PSLP expenditures for each project remain healthy and within the original budgetary limits. The final body of work will be the creation and application of ceramic art to the entry statement area.

Significant physical advances have been made for both remaining project sites.

This report recommends that Council notes the current status of the PSLP Projects.

**COUNCIL IMPLICATIONS****Community Engagement/Communication**

Significant community and key stakeholder consultation has been undertaken to this point and it is the project delivery team's intention to maintain a high level of communication with all parties into the future.

**Policy and Regulation**

Uralla Shire Council Procurement Policy, NSW Local Government Act and Regulations.

**Financial/Long Term Financial Plan**

All three projects are being undertaken via capital funding from the NSW Government, therefore the draw on Council's capital resources is negligible. However, all three assets will have new and higher 'replacement costs' following their enhancements. That will result in higher than previous annual depreciation figures in Council's Annual Financial Statements. There may be some additional increases to Council's annual operating and maintenance budgets.

**Asset Management/Asset Management Strategy**

The renewal and refurbishment work undertaken on each of the three project sites will effectively establish three new and upgraded (more high value) assets, each with a new lifespan. Once completed, the finished

assets will be accounted for, at their new higher replacement costs, on Council's Asset Register and the resultant future operating and maintenance costs defined in Council's Buildings Asset Management Plan.

**Workforce/Workforce Management Strategy**

To achieve deliverables expected under the funding deeds, some elements of works at the Glen have been undertaken internally by Civil Infrastructure staff, having no bearing on usual maintenance works.

**Legal and Risk Management**

All current work on the projects is in accordance with Council resolutions. Project budgets are being closely managed.

**Performance Measures**

Council is currently compliant with the performance measures issued with the Funding Deed from the Grant Partner.

**Project Management**



The Projects are being effectively delivered via contracted resources, with some input from the Civil Infrastructure workforce, under Council supplied project management, costed through the funding.

**14.2 Draft Policy - Keeping of Animals (Urban Areas) (2024)**


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<b>Department:</b>	<b>Infrastructure &amp; Development</b>
<b>Prepared By:</b>	<b>Ranger</b>
<b>Authorised By:</b>	<b>Director Infrastructure &amp; Development</b>
<b>Reference:</b>	UINT/24/701

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<b>Attachments:</b>	1. Draft Policy - Keeping of Animals (Urban Areas) (2024) <a href="#">↓</a> 
	2. Keeping of Animals (Urban Areas) Policy (2010) <a href="#">↓</a> 

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**LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

<b>Goal:</b>	4. We are an independent shire and well-governed community
<b>Strategy:</b>	4.2. A strategic, accountable and representative Council

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**SUMMARY**

The purpose of this report is to:

- Present Council with a Draft Policy - Keeping of Animals (Urban Areas) (2024); and
- Request the policy is placed on exhibition for a period of 28 days, and adopted following this period should no submissions be received.

The purpose of the Policy is to provide a balanced approach to the management of animals kept as pets in urban areas of the LGA and to assist owners of animals in understanding their obligations under the Local Government Act 1993 (the Act). Further, the policy provides a legislative framework which can be subject to an Order under Section 124 of the Act.

The current Policy was last revised & adopted by Council on 24 May 2010. It has existed in various forms since the New England Strategic Alliance. Council's Infrastructure and Development team now proposes amendments to the existing Policy based on consideration of past complaints received, together with general housekeeping amendments to ensure consistency with post 2010 changes to the:

- Companion Animals Act 1998
- State Environmental Planning Policy (Exempt and Complying Development Codes) 2008
- Local Government (General) Regulation 2021

The draft policy has been reviewed against Armidale Regional Council's Policy and has been found to be consistent. While Armidale Regional Council's Policy is not considered a baseline, in this context each Council has similar community characteristics and requirements.

**RECOMMENDATION**

**That Council:**

1. **Endorses the Draft Policy - Keeping of Animals Policy (Urban Areas) for Public Exhibition for a period of 28 days for the purposes of receiving public submissions.**
2. **Receives a further report following the public exhibition period subject to the receipt of submissions and/or if the draft policy is proposed to be amended.**
3. **Authorises the adoption of the Draft Policy - Keeping of Animals (Urban Areas) if no submissions are received, and no changes are made.**



**REPORT**

The Draft Policy - Keeping of Animals Policy (Urban Areas) forms an attachment to this report. Given the Draft Policy is largely an evolution of the current iteration, this report focuses on the material differences between the existing policy and the draft policy.

Key changes are summarised as follows:

*Animal Related Changes:*

<b>Animal Type</b>	<b>Change /Comment</b>
Cats	<ul style="list-style-type: none"> <li>Require cats to be micro chipped and desexed.</li> <li>Specifies that a maximum of 4 cats normally be housed at any premises on an urban allotment.</li> </ul>
Dogs	<ul style="list-style-type: none"> <li>Require dogs be identified and registered as required by the Companion Animals Act 1998.</li> <li>Reduce density limitations for the keeping of dogs.</li> </ul>
Goats, Sheep etc	<ul style="list-style-type: none"> <li>Exclude the keeping of Rams, Bucks and or Billy Goats in urban areas.</li> </ul>
Horses and Cattle	<ul style="list-style-type: none"> <li>Exclude the keeping of Bulls and Stallions in urban areas.</li> </ul>
Poultry	<ul style="list-style-type: none"> <li>Exclude the keeping of Roosters, Tom Turkeys and Peacocks in urban areas.</li> <li>Increase separation distance for poultry species other than hens from a dwelling.</li> <li>Impose lower poultry numbers per urban allotment.</li> </ul>

*Administrative Changes:*

<b>Change</b>	<b>Comment</b>
<ul style="list-style-type: none"> <li>Update Policy to reference 'Urban' rather than 'Residential' areas</li> </ul>	This change is to ensure that the Policy does not exclude urban characterised land, which is not expressly located within a residential zone.
<ul style="list-style-type: none"> <li>Replace use of 'encouraged' to 'supported'</li> </ul>	This change is to remove avoidance of doubt regarding the application of the policy.
<ul style="list-style-type: none"> <li>Include specific references from Schedule 2 of the Local Government (General) Regulation 2021) for certain species. Reference update Regulation.</li> </ul>	For species with certain limitations under Schedule 2 of the Local Government (General) Regulation 2021), includes these details within the policy for the ease of the reader.
<ul style="list-style-type: none"> <li>Include reference to Alpacas, Deer, Llamas and other Camelids.</li> </ul>	These animals are referred to in title only under the existing policy. The proposed Policy ensures that these animals are captured within the policy for precautionary measures.

No other changes require discussion. A summary of the existing and proposed policy is included below, with key changes shown in bold.

CATS	
Existing Policy (2010)	Proposed Policy (2024)
<p>The keeping of cats is encouraged under the following conditions:</p> <ul style="list-style-type: none"> <li>(i) Cats do not cause damage to other property.</li> <li>(ii) Cats do not cause a nuisance to other residents.</li> </ul> <p>The behaviour of cats is subject to the provisions of the Companion Animals Act 1998 and owners are encouraged to contain their cats during the hours of darkness to prevent attacks on native fauna.</p> <p>A maximum of 6 cats normally housed at any premises on an urban allotment, is the basis for Council’s administration of the Orders provisions for numbers under the Local Government Act.</p>	<p>The keeping of cats is <b>supported</b> under the following conditions:</p> <ul style="list-style-type: none"> <li>a) Cats do not cause damage to other property.</li> <li>b) Cats do not cause a nuisance to other residents.</li> <li>c) <b>All cats are desexed, micro-chipped and registered as required by the Companion Animals Act 1997.</b></li> </ul> <p>A maximum of <b>4 cats</b> normally housed at any premises on an urban allotment will be used as a guide for Council’s administration of the Orders provisions for numbers under the Local Government Act 1993.</p> <p>The behaviour of the cats is subject to the provisions of the Companion Animals Act 1998 and owners are encouraged to contain their cats during the hours of darkness to prevent attacks on native fauna.</p>

DOGS							
Existing Policy (2010)	Proposed Policy (2024)						
<p>The behaviour of dogs is subject to the provisions of the Companion Animals Act 1998.</p> <p>Dogs kept at urban properties are to have adequate shelter and protection from the weather. The area in which the dogs are housed is to be maintained in a hygienic condition to:</p> <ul style="list-style-type: none"> <li>(i) Limit the spread of disease; and.</li> <li>(ii) Minimise offensive odour.</li> </ul> <p>The following maximum numbers of dogs housed at a premise on any urban allotment will form the basis for Council’s administration of the Orders provisions for numbers under the Local Government Act:</p> <p>Up to 1000m<sup>2</sup> 2 Dogs                      Up to 1500m<sup>2</sup> 3 Dogs                      Up to 2000m<sup>2</sup> 4 Dogs</p> <p>Construction of kennel facilities must comply with the Building Code of Australia.</p> <p>Disposal of faeces and other animal related waste must be by an approved sewer connection or other adequate approved means of disposal.</p>	<p>The behaviour of dogs is subject to the provisions of the Companion Animals Act 1998. <b>These provisions should be read in connection with this Policy.</b></p> <p><b>Dogs are to be identified and registered as required by the Companion Animals Act 1998.</b></p> <p>Dogs kept at urban properties are to have adequate shelter and protection from the weather. The area in which the dogs are housed is to be maintained in a hygienic condition to:</p> <ul style="list-style-type: none"> <li>a) Limit the spread of disease; and.</li> <li>b) Minimise offensive odour.</li> </ul> <p>The following maximum numbers of dogs housed at a premises on any urban allotment will be used as a guide only for Council’s administration of the Orders provisions for numbers under the Local Government Act 1993</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 60%;"><b>Up to 600m<sup>2</sup></b></td> <td style="text-align: right;"><b>2 Dogs</b></td> </tr> <tr> <td><b>Up to 850m<sup>2</sup></b></td> <td style="text-align: right;"><b>3 Dogs</b></td> </tr> <tr> <td><b>1000m<sup>2</sup> and above</b></td> <td style="text-align: right;"><b>4 Dogs</b></td> </tr> </table> <p>Construction of kennel facilities must comply with the Building Code of Australia.</p>	<b>Up to 600m<sup>2</sup></b>	<b>2 Dogs</b>	<b>Up to 850m<sup>2</sup></b>	<b>3 Dogs</b>	<b>1000m<sup>2</sup> and above</b>	<b>4 Dogs</b>
<b>Up to 600m<sup>2</sup></b>	<b>2 Dogs</b>						
<b>Up to 850m<sup>2</sup></b>	<b>3 Dogs</b>						
<b>1000m<sup>2</sup> and above</b>	<b>4 Dogs</b>						

	Disposal of faeces and other animal related waste must be by an approved sewer connection or other adequate approved means of disposal.
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<b>GOATS, SHEEP, ALPACAS, DEER, LLAMAS AND OTHER CAMELIDS</b>	
<b>Existing Policy (2010)</b>	<b>Proposed Policy (2024)</b>
<p>The keeping of sheep or goats for commercial purposes within a residential area is not permitted.</p> <p>The use of sheep and goats to maintain an area in a neat and tidy condition is encouraged provided that:</p> <ul style="list-style-type: none"> <li>(i) The area is fenced satisfactorily to prevent their escape.</li> <li>(ii) Neighbouring trees/shrubs are protected.</li> <li>(iii) The area is kept free of offensive odour and flies.</li> <li>(iv) Water is to be provided on site at all times via trough, dam or similar. Plastic buckets are not to be used due to their instability.</li> </ul> <p>One animal per 750m2 per allotment is to be used as a basis for administering the Orders provisions for numbers under the Local Government Act.</p>	<p>The keeping of goats, sheep, <b>alpacas, deer, lamas and any other camelids</b> for commercial purposes within an urban area is not permitted.</p> <p><b>The keeping of uncastrated male species of the above animals (e.g. Rams, Bucks and or Billy Goats) is not permitted within urban areas.</b></p> <p>The use of the above animals to maintain an area in a neat and tidy condition is encouraged provided that:</p> <ul style="list-style-type: none"> <li>a) The area is fenced satisfactorily to prevent their escape and boundary fencing is protected from damage.</li> <li>b) Neighbouring trees/shrubs are protected.</li> <li>c) The area is kept free of offensive odour and flies.</li> <li>d) Water is provided on site at all times via trough, dam or similar. Plastic buckets are not to be used due to their instability.</li> </ul> <p>One animal per 750m2 per allotment is to be used as a basis for administering the Orders provisions for numbers under the Local Government Act 1993.</p>

<b>HORSES AND CATTLE</b>	
<b>Existing Policy (2010)</b>	<b>Proposed Policy (2024)</b>
<p>Note: The Regulation to the Act (see specifically Schedule 2 of the Local Government (General) Regulation 2005) includes standards for the keeping of horses and cattle. These provisions must be read in connection with this Policy. The keeping of horses and cattle for commercial purposes or feed lots within a residential area is not permitted.</p> <p>The use of horses or cattle to maintain a vacant urban area in a neat and tidy condition is not encouraged. Horses or cattle may be kept subject to the following conditions:</p> <ul style="list-style-type: none"> <li>(i) That the area is fenced satisfactorily to prevent their escape.</li> </ul>	<p>The keeping of horses and cattle for commercial purposes or contained within feed lots within an urban area is not permitted.</p> <p><b>The keeping of Bulls and Stallions is not permitted within urban areas.</b></p> <p>The use of horses or cattle to maintain a vacant urban area in a neat and tidy condition is supported, subject to the following conditions:</p> <ul style="list-style-type: none"> <li>a) The area is fenced satisfactorily to prevent their escape.</li> <li>b) Horses, cattle must not be kept within 9 metres of a dwelling and other buildings usually occupied by humans and no less than 1 metre from any boundary fences, to prevent damage to such fences.</li> <li>c) Neighbouring trees/shrubs are to be protected.</li> </ul>

<p>(ii) Horses and cattle must not be kept within 9 metres of a dwelling and other buildings usually occupied by humans and not less than 1 metre from any boundary fences, to prevent damage to such fences.</p> <p>(iii) Neighbouring trees/shrubs are to be protected.</p> <p>(iv) Manure must be collected on a regular basis to ensure area is clean, reducing odour, flies and vermin proliferation.</p> <p>(v) Cattle and horses must be restricted to within not less than One animal per 1000m2 allotment is to be used as a basis for administering the Orders provisions for numbers under the Local Government Act.</p>	<p>d) The area must be kept free of offensive odour/flies and rodents.</p> <p>e) Cattle, horses must be restricted to within not less than one animal per 1000m2.</p> <p>One animal per 1000m2 allotment is to be used as a basis for administering the Orders provisions for numbers under the Local Government Act 1993.</p> <p><i>Note: The Regulation to the Act (see specifically Schedule 2 of the Local Government (General) Regulation 2021) includes standards for the keeping of horses and cattle. These provisions must be read in connection with this Policy. These are included below:</i></p> <div style="border: 1px solid black; padding: 5px;"> <p><b>21 Horses and cattle not to be kept near certain premises</b></p> <p>(1) Horses and cattle must not be kept within 9 metres (or such greater distance as the council may determine in a particular case) of a dwelling, school shop, office, factory, workshop, church or other place of public worship, public hall or premises used for the manufacture, preparation or storage of food.</p> <p>(2) The floors of stables must be paved with concrete or mineral asphalt or other equally impervious material, and must be properly graded to drain.</p> <p>(3) Horse yards and cattle yards must be so enclosed as to prevent the escape of horses and cattle.</p> <p>(4) The standards in this section apply to a person only if the council has served an order under section 124 of the Act to that effect on the person.</p> </div>
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<b>POULTRY</b>	
<b>Existing Policy (2010)</b>	<b>Proposed Policy (2024)</b>
<p>Note: The Regulation to the Act (see specifically Schedule 2 of the Local Government (General) Regulation 2005) includes standards for the keeping of poultry. These provisions must be read in connection with this Policy.</p> <p>The keeping of poultry in a residential area is encouraged, subject to the following conditions:</p>	<p>The keeping of poultry in an urban area is supported, subject to the following conditions:</p> <p>a) The area is kept free of offensive odour/flies and rodents.</p> <p>b) The poultry yard is fenced to ensure the poultry do not escape.</p> <p>c) Cages/Hen houses must have concrete or hard paved floors unless located more than 15.2m metres from any dwelling, public hall, school or premises used for the manufacture, preparation, sale or storage of food,</p>

<p>(i) The area is kept free of offensive odour/flies and rodents.</p> <p>(ii) (The poultry yard is fenced to ensure the poultry do not escape.</p> <p>(iii) (Cages/Hen houses must comply with the Building Code of Australia.</p> <p>(iv) The following distances for the location of poultry housing from a dwelling are considered adequate:</p> <ul style="list-style-type: none"> <li>- Housing for Fowls (gallus gallus) or guinea fowls 4.5 Metres</li> <li>- Other Housing(eg Duck/Geese) 10 Metres</li> </ul> <p>(v) Roosters are not permitted unless they are able to be housed within a properly constructed sound reduction shed.</p> <p>The following maximum numbers to be housed at a premise on any urban allotment will be used as a basis for administering the Orders provisions for numbers under the Local Government Act.</p> <ul style="list-style-type: none"> <li>- Hens 20 fowls</li> <li>- Other poultry 10 birds</li> </ul>	<p>d) The following distances for the location of poultry housing from a dwelling are considered adequate:</p> <ul style="list-style-type: none"> <li>a) Housing for Fowls (gallus gallus) or guinea fowls 4.5 Metres</li> <li><b>b) Other Housing (e.g. Duck/Geese) 30 Metres</b></li> <li>e) Roosters, Tom Turkeys and Peacocks are not permitted within urban areas.</li> </ul> <p>The following maximum numbers of poultry (chickens or Guinea fowls) to be housed at a premises on any urban allotment will be used as a basis for administering the Orders provisions for numbers under the Local Government Act 1993.</p> <ul style="list-style-type: none"> <li><b>a) Hens/fowls 10 birds</b></li> <li><b>b) Other poultry 5 birds</b></li> </ul> <p><i>Note: The Regulation to the Act (see specifically Schedule 2 of the Local Government (General) Regulation 2005) includes standards for the keeping of poultry. These provisions must be read in connection with this Policy. These are included below:</i></p> <div style="border: 1px solid black; padding: 5px;"> <p><b>19 Poultry not to be nuisance or health risk</b></p> <p>(1) Poultry must not be kept under such conditions as to create a nuisance or to be dangerous or injurious to health.</p> <p>(2) Poultry yards must at all times be kept clean and free from offensive odours.</p> <p><b>20 Poultry not to be kept near certain premises</b></p> <p>(1) Fowls (that is, birds of the species Gallus gallus) or guinea fowls must not be kept within 4.5 metres (or such greater distance as the council may determine in a particular case) of a dwelling, public hall, school or premises used for the manufacture, preparation, sale or storage of food.</p> <p>(2) Poultry (other than fowls referred to in subsection (1)) must not be kept within 30 metres of any building referred to in subsection (1).</p> <p>(3) The floors of poultry houses must be paved with concrete or mineral asphalt underneath the roosts or perches. However, this subsection does not apply to poultry houses—</p> <ul style="list-style-type: none"> <li>(a) that are not within 15.2 metres of a dwelling, public hall or school, or</li> <li>(b) that are situated on clean sand.</li> </ul> <p>(4) Poultry yards must be so enclosed as to prevent the escape of poultry.</p> <p>(5) The standards in this section apply to a person only if the council has served an order under section 124 of the Act to that effect on the person.</p> </div>
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**CONCLUSION**

The Draft Keeping of Animals Policy (2024) would better facilitate the objectives of the policy, and provide clearer requirements for the keeping of animals in urban areas. Additionally, the Policy would be amended for general housekeeping and to ensure that it meets relevant legislation which has been implemented or updated since the existing policy was adopted.

**COUNCIL IMPLICATIONS****Community Engagement/Communication**

The Draft Policy will be exhibited for a minimum period of 28 Days.

**Policy and Regulation**

The Policy is consistent with the Local Government Act 1993.

**Financial/Long Term Financial Plan**

No financial impacts. Enforcement will be undertaken within existing resources.

**Asset Management/Asset Management Strategy**

Nil

**Workforce/Workforce Management Strategy**

Enforcement will be undertaken within existing resources.

**Legal and Risk Management**

The proposed Policy supports State legislation including the Local Government Act and the Companion Animals Act.

**Performance Measures**

Customer requests and Complaints in respect of the policy provisions will be investigated and documented in accordance with Council's governance and customer charter provisions.

**Project Management**

Not applicable.








































**14.3 Draft Policy - Liquid Trade Waste Management - 2024**


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<b>Department:</b>	<b>Infrastructure &amp; Development</b>
<b>Prepared By:</b>	<b>Project Officer Water &amp; Sewer</b>
<b>Authorised By:</b>	<b>Director Infrastructure &amp; Development</b>
<b>Reference:</b>	UINT/24/4399

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**Attachments:** 1. Draft Policy - Liquid Trade Waste Management - 2024 [↓](#) 

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**LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

<b>Goal:</b>	1. We have an accessible inclusive and sustainable community
	3. We are good custodians of our environment
	4. We are an independent shire and well-governed community
<b>Strategy:</b>	1.2. A safe, active and healthy shire
	1.4. Access to and equity of services
	3.3. Avoid, reduce, reuse (repair), and recycle (recover) wastage to minimise waste disposal
	4.3. An efficient and effective independent local government

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**SUMMARY**

The Draft Liquid Trade Waste Management Policy provides a documented framework and rationale for the setting and application of Council's Fees and Charges as they apply to Liquid Trade Waste produced by relevant businesses.

At its Ordinary Meeting of 22 March 2022 (refer to Meeting Minutes at Attachment 1) Council resolved that a Draft Trade Waste Policy was to be compiled by staff. Council also resolved that the document, once complete, should be placed on public exhibition.

This report presents, for Council's consideration, a draft Liquid Trade Waste Management Policy with the intention that the document be endorsed for public exhibition to receive community and business feedback prior to its future adoption.

The Draft Policy has been deliberately drafted as a highly simplified version of the expansive (300 page) NSW Guidelines for Trade Waste Management document (with which Council is required to comply). The majority of the Guidelines have no application in the context of Uralla Shire and its actual Liquid Trade Waste situation at this time. The Draft Policy allows for future trade waste issues to be resolved utilising the Guidelines if such issues were to arise during the life of this Policy.

**RECOMMENDATION****That Council:**

- 1. Endorses the Draft Liquid Trade Waste Management Policy for Public Exhibition for a period of 28 days for the purposes of receiving community and business submissions.**
- 2. Receives a further report following the public exhibition period subject to the receipt of submissions and/or the draft policy is proposed to be amended.**
- 3. Authorises the adoption of the Draft Liquid Trade Waste Management Policy if no submissions are received, and no changes are made.**



**REPORT**

Liquid Trade Waste is the term used to cover material which, by design and agreement, enters Council's sewer system as a standard operational outcome of the conduct of a business premises.

Liquid trade waste can differ significantly from the usual sewer material flow (largely residential household sewage) which is disposed of via Council's sewer system, and it therefore can require additional input and cost to treat.

The purpose of the annual trade waste charge, fees and usage charge is to recoup that additional cost from each business according to their respective impacts on the system.

At this point in time, Uralla does not have any significant liquid trade waste issues and the sewer system deals expeditiously with the minor trade waste inputs that currently enter the system. This current situation has been recognised with the production of a simplified, fit for purpose draft policy. The draft policy recognises that future growth and development within the business sector may add additional trade waste inputs over time and therefore enables any future issue, if it were to arise, to be dealt with by reference to the NSW Trade Waste Management Guidelines.

The Policy does not affect domestic customers or non-residential customers with domestic strength waste as listed in the Appendix 2 (Category 1. Businesses: "deemed to be approved").

Sewerage systems are generally designed to cater for liquid waste from domestic sources that are essentially of predictable strength and quality. Council may accept liquid trade waste from non-residential customers into its sewerage system as a service to businesses and industry.

Liquid trade wastes may exert much greater demands on sewerage systems compared domestic sewage and, if uncontrolled, can pose serious problems to public health, worker safety, Council's sewerage operations and system, and the environment.

This Policy is consistent with the Liquid Trade Waste Management Guidelines 2021 developed by the Water Utilities branch of the NSW Department of Planning and Environment.

[https://www.industry.nsw.gov.au/\\_data/assets/pdf\\_file/0010/147088/trade-waste-management-guidelines.pdf](https://www.industry.nsw.gov.au/_data/assets/pdf_file/0010/147088/trade-waste-management-guidelines.pdf)

The Department's Draft Liquid Trade Waste Management Policy provides for four (4) charging categories that apply to non-residential discharges – Category 1. Category 2. Category 2S and Category 3.

All current businesses within Uralla Shire are either Category 1 or Category 2 businesses under the Draft Policy.

Category 1 Businesses – are businesses which are "Deemed to be Approved" under the Guidelines. I.e. The discharge from these properties is deemed to be consistent with the parameters of residential sewer discharges. These businesses are automatically deemed to meet Classification A (Low Risk). Businesses falling into this category are listed in Appendix C to the Council's Liquid Trade Waste Management Policy.

Most Uralla's businesses meet this test. This Category DOES NOT pay a Trade Waste Charge.

Category 2 Businesses – are businesses which require an annual inspection to ensure they are utilising a prescribed pretreatment process such as grease traps (restaurants; petrol stations, fish shop etc).

Currently there are no Category 2S or Category 3 businesses within the Council's two sewered areas of Uralla and Bundarra.

The Liquid Trade Waste Management Policy, once adopted, will provide the transparent basis for the fair and equitable setting of differing levels of fees and charges according to the assessed impact that each respective class of Liquid Trade Waste Producing business has on the sewer system.

The specific formulas for assessing the order of costs to each class of business are described in the Draft Policy.

### **CONCLUSION**

The Draft Liquid Trade Waste Management Policy provides a transparent, fair and equitable basis for the setting of Council's annual Fees and Charges for Liquid Trade Waste producers. The proposed charging regime in the policy provides an implicit incentive (lower fees and charges) for trade waste producing businesses which minimise their overall water consumption wherever practicable.

### **COUNCIL IMPLICATIONS**

#### **Community Engagement/Communication**

Enhanced consultation will occur with the business sector and Business Chamber.

#### **Policy and Regulation**

Council is responsible for the efficient supply of sewer and water services which includes providing a system of licenced liquid trade waste disposal.

#### **Financial/Long Term Financial Plan**

N/A

#### **Asset Management/Asset Management Strategy**

The effective application of a licenced liquid trade waste disposal safeguards the operations of Council's sewerage reticulation and treatment facilities.

#### **Workforce/Workforce Management Strategy**

Water and Waste Team.

#### **Legal and Risk Management**

Council's design and implementation of the liquid trade waste system is supported by the Local Government Act.

#### **Performance Measures**

Full implementation of the liquid trade waste system with transparency and equity.

#### **Project Management**

Manager Sewer and Water.





















**14.4 Operational Plan 2023-24 Q2 Progress Report**


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<b>Department:</b>	<b>Corporate &amp; Community</b>
<b>Prepared By:</b>	<b>Executive Support Officer</b>
<b>Authorised By:</b>	<b>Interim Director Corporate &amp; Community</b>
<b>Reference:</b>	UINT/24/5042

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**Attachments:** 1. Quarterly Progress Report - Q2 Delivery Program [↓](#) 

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**LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

<b>Goal:</b>	4. We are an independent shire and well-governed community
<b>Strategy:</b>	4.2. A strategic, accountable and representative Council

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**SUMMARY**

This report provides Council a summary of the 2023/2024 Operational Plan actions delivered July – December 2023, and provides an update on progress made towards achieving the four-year Principal Activities contained in Council's 2022 -2026 Delivery Program.

**RECOMMENDATION**

That Council notes the 2023/24 Operational Plan Progress Report as at 31 December 2023.

**REPORT**

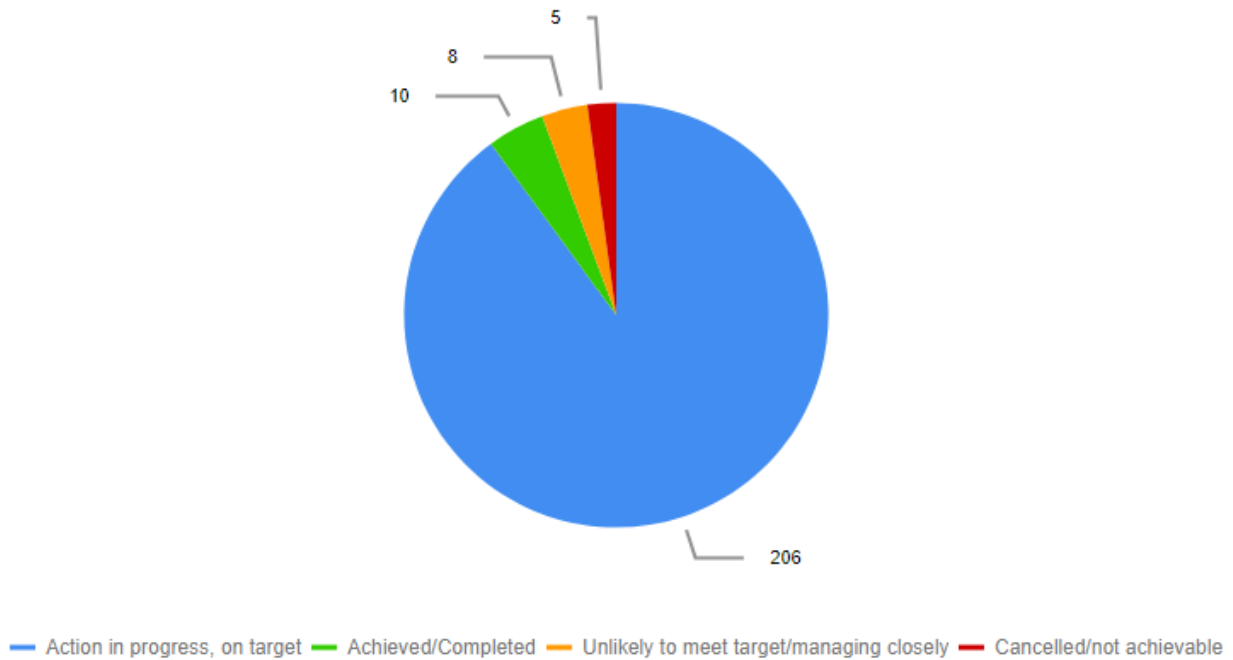
Section 404(5) of the *NSW Local Government Act 1993* requires that regular progress reports are provided to Council reporting its progress in respect to the principal activities detailed in its Delivery Program. Progress reports must be provided at least every 6 months.

The Delivery Program is Council's commitment to the delivery of services and implementation of Principal Activities over a four-year period to achieve the goals and strategies detailed in the Community Strategic Plan. It is the key accountability mechanism for Council in the delivery of the community's goals and aspirations.

An update on the Delivery Program progress is attached to this report .

The Operational Plan is a sub-set of the Delivery Program and provides details of the individual actions that will be undertaken during a financial year to achieve the Delivery Program's Principal Activities. Responsibility for the delivery of Operational Plan actions is allocated to responsible officers who provide progress information.

A summary of the key Operational Plan actions delivered and progress achieved for the six month period to 31 December 2023 is set out in the graph below:



**Cancelled / Not achievable**

5 actions listed in the Operational Plan have been cancelled. These include:

1. McMaugh Gardens (2 actions)
  - Progress staged expansion designs for McMaugh Gardens
  - Apply for funding for McMaugh Gardens Stage 1 Expansion (subject to Council approval)

Council has resolved to undertake a review of the business case supporting expansion given the significant industry changes over the last 12 months.
2. Trial local transport for Uralla residents
 

Research indicated demand levels insufficient to support a feasible service. There was also concern that such a service would adversely impact on local service providers (including Armidale). Tablelands Community Transport continues to provide transport services to eligible consumers.
3. Progress Developer Contribution Plans
 

Developer Contribution Plans will be reviewed following the LEP review planned for 2024/2025.
4. Commence Stormwater Asset Management Plan - Improvement Plan
 

Council has received a major grant to conduct studies on all aspects of the Uralla and Bundarra water supply such as performance, capacity, yield monitoring and water cycle analysis. The outcome of the studies will inform the integrated water cycle management strategy. The strategy is expected to be finalised in 2024/25 subject to the funding body approval of the project management plan.

**Unlikely to meet target / managing closely.**

There are ten actions which are unlikely at this stage to meet the desired outcome in the current financial year. A summary of each is provided below with details of when and how it is proposed to address the shortfall.

1. Manage McMaugh Gardens in a financially sustainable manner.

Recent changes to the minimum care requirements have resulted in greater operating costs over the period (particularly the cost of agency staff). Revenue opportunities are limited, with most revenue controlled through Government funding. A revised business model will be reported to Council following the Business review report due to Council in May 2024.

2. Review and adopt acceptable Level of Services for infrastructure assets in consultation with community, update any changes and measure progress annually.

Work on this review has been postponed due to resourcing constraints in the Infrastructure Directorate. This task has been scheduled for 24-25 financial year.

3. Progress the Governance Communication Plan

The Manager Governance role has been vacant for 9 months. Consequently, the Governance Communication plan has not progressed. The new Coordinator Grants and Communication will assist in developing this program at a future date.

4. Review of Long-Term Financial Plan – endorse update (2 actions)

Resourcing constraints in the Finance section will be overcome with the successful recruitment of a Corporate Accountant. This will allow the team to recommence work on producing an in-house Long Term Financial Plan modelling tool. The work is scheduled to commence in May 2024 with a workshop planned for Council in June/July 2024.

5. Undertake staff engagement survey to understand how staff are feeling about the organisation.

Understaffing in the Human Resource section has delayed the design a survey program. The General Manager has flagged the criticality of the engagement survey and work will recommence in May 2024.

6. Facilitate ongoing review of Council policies

The Manager Governance role has been vacant for 9 months and therefore, the policy review program has not progressed. A high-level review of the Policy register has been undertaken and a risk assessed priority list established to guide future reviews. Both the Audit Risk and Improvement Committee and Councillors will be updated on progress.

7. Collect Asset annual data for Asset Management Plans

Asset data collection has commenced for critical asset classes such as the Transport AMP.

## CONCLUSION

Role vacancies and a challenging recruitment market presented significant challenges to service delivery during the reporting period.

Notwithstanding this good progress has been made to the Delivery Plan objectives and the Operational Plan activities.

**COUNCIL IMPLICATIONS****Community Engagement/Communication**

Operational Plan and Delivery Program status reports are provided every six months.

**Policy and Regulation**

The *Local Government Act 1993*.

Integrated Planning and Reporting (IPR) Handbook for local government in NSW

**Financial/Long Term Financial Plan**

The Budget and Long Term Financial Plan form part of the suite of IPR documents.

**Asset Management/Asset Management Strategy**

Asset Management Plans form part of the IPR suite of documents

**Workforce/Workforce Management Strategy**

The Workforce Plan is aligned with the Delivery Program and Operational Plan and forms part of the IPR suite of documents.

**Legal and Risk Management**

Periodic reporting identifies whether strategies are working. This is an opportunity to assess any risks in relation to projects or activities.

**Performance Measures**

This report outlines the achievement of key actions from within the combined Delivery Program 2022-26 and Operational Plan 2023-24

**Project Management**

Operational Plan progress reports are compiled by the Manager Governance.





























































## 14.5 Loans as at 31 March 2024

<b>Department:</b>	<b>Corporate &amp; Community</b>
<b>Prepared By:</b>	<b>Senior Finance Officer</b>
<b>Authorised By:</b>	<b>Interim Director Corporate &amp; Community</b>
<b>Goal:</b>	4. We are an independent shire and well-governed community
<b>Strategy:</b>	4.2. A strategic, accountable and representative Council

**SUMMARY**

The purpose of this report is to provide Council with a reconciliation of borrowings as at the end of the reporting month.

**RECOMMENDATION**

That Council notes the loan position as of 31 March 2024 totalling \$1,363,016

**REPORT**

This report is provided to inform Council of the reconciliation of borrowings on a monthly basis.

**Uralla Shire Council  
Loans at 31 March, 2024**

Uralla Shire Council Loans at 31 March, 2024		
Loans:		
Loan no.	Purpose	Balance
165	MGH Property	\$19,520
187	Undergrounding Power and Main Street Upgrade	\$36,514
188	Paving and Power Undergrounding	\$11,684
189	Bridge Construction	\$135,288
190	Bridge construction & industrial land development	\$1,160,010
<b>Total</b>		<b>\$1,363,016</b>

**CONCLUSION**

I, Mustaq Ahammed, Manager Finance & IT hereby certify that the above borrowings have been made in accordance with the requirements of the *Local Government Act 1993 (the Act) (Chapter 15, Part 12 – sections 621 to 624) and the Local Government (General) Regulation 2021 (the Regulation) (Section 230)*.

**14.6 Investments at 31 March 2024**


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<b>Department:</b>	<b>Corporate &amp; Community</b>
<b>Prepared By:</b>	<b>Senior Finance Officer</b>
<b>Authorised By:</b>	<b>Interim Director Corporate &amp; Community</b>
<b>Goal:</b>	4. We are an independent shire and well-governed community
<b>Strategy:</b>	4.2. A strategic, accountable and representative Council

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**SUMMARY**

Attached is a summary of bank accounts, term deposits, cash management accounts and investments in structured credit instruments. The investments have been made in accordance with the Act, the Regulation 2021 and Council's Investment Policy 2019.

The majority of Council's cash is externally restricted and not available for day-to-day operational expenditure. As per audited financial statements for the year ending 30 June 2023, the amount of unrestricted cash reported in the financial statements is \$799,000. The Council routinely updates its restriction status at the end of each quarter, and the updated restriction status is provided with the quarterly budget review statements. The latest report indicates an unrestricted cash amount of \$986,283. However, it is important to note that several restrictions are updated annually. Therefore, the quarterly updates only provide an estimate until the annual recalculations are completed and audited by the statutory auditors.

**RECOMMENDATION**

**That Council notes the cash position as of 31 March 2024 consisting of cash and overnight funds of \$2,761,549 and term deposits of \$22,554,340 totalling \$25,315,889 of convertible funds, including restricted funds.**

**REPORT**

Current term deposits of \$22,554,340 spread over the next twelve months will receive a range of interest from 4.75% to 5.49% with an average rate of 5.19%. Council's General Fund bank balances (listed in the attachments) have been reconciled to the bank statement as of 31 March 2024.

**Key Issues**

The current official cash rate as determined by the Reserve Bank of Australia (RBA) is 4.35% as at the date of this report. The timing of potential interest rate change will be guided by the incoming data and the Board's assessment of the outlook for inflation and the labour market. The change in interest rates has resulted in higher investment returns this year.

**Restricted and Unrestricted Cash, Cash Equivalents and Investments**

Of the amount of cash disclosed in this report, not all the cash is available for unrestricted use by Council. The majority of the cash has been set aside to meet external restrictions, being those funds that have been provided for specific purposes such as developer contributions, government grants, loans, water supplies, sewer services and Aged Care Bonds. Additionally, a portion of the cash has been set aside to cover future commitments that Council has made relating to asset renewals, remediation works or leave provisions. As per the Department of Health's prudential guidelines, the council is advised to disclose the amount of McMaugh Garden's bond liability in the investment report.

The McMaugh Garden's bond liability status as of 31 March 2024 is as follows:

Opening Balance	Bond Addition	Bond Release	Closing Balance
3,325,000	1,450,000	850,000	3,925,000

The schedule of cash at bank and investment is listed below:

<b>Uralla Shire Council</b>				
<b>Investments at 31 March, 2024</b>				
<b>Cash at Bank – Operating Accounts:</b>				
<b>Institution</b>	<b>Account</b>	<b>Bank Statement</b>		
National Australia Bank	Main Account	\$144,525		
National Australia Bank	Trust Account	\$31,296		
Regional Australia Bank	USC	\$26,879		
<b>Total</b>		<b>\$202,700</b>		
<b>Business Investment (Cash Management) Account</b>				
<b>Institution</b>	<b>Interest rate</b>	<b>Balance</b>		
Professional Funds	0.15% above RBA cash rate	\$2,558,849		
<b>Total</b>		<b>\$2,761,549</b>		
<b>Term Deposits:</b>				
<b>Institution</b>	<b>Term</b>	<b>Interest rate</b>	<b>Maturity</b>	<b>Balance</b>
Regional Australia Bank	5 months	5.05%	28/08/2024	1,000,000
Bank of Queensland	12 months	4.75%	17/04/2024	500,000
National Australia Bank	9 months	5.40%	22/04/2024	304,340
Bank of Queensland	11 months	4.95%	01/05/2024	500,000
Westpac Banking Corporation	12 months	4.76%	16/05/2024	1,000,000
National Australia Bank	12 months	4.90%	22/05/2024	1,000,000
National Australia Bank	9 months	5.20%	25/06/2024	500,000
Commonwealth Bank	10 months	4.96%	07/07/2024	1,000,000
National Australia Bank	12 months	5.40%	16/07/2024	500,000
Suncorp	12 months	5.40%	24/07/2024	500,000
Suncorp	12 months	5.21%	20/08/2024	1,000,000
Regional Australia Bank	12 Months	5.23%	21/08/2024	800,000
Westpac Banking Corporation	12 months	5.12%	29/08/2024	800,000
Westpac Banking Corporation	11 months	5.37%	30/09/2024	700,000
National Australia Bank	7 months	5.00%	03/10/2024	500,000
National Australia Bank	11 months	5.34%	08/10/2024	700,000
Regional Australia Bank	12 months	5.20%	13/10/2024	700,000
Westpac Banking Corporation	12 months	5.49%	14/11/2024	1,500,000
Westpac Banking Corporation	12 months	5.34%	04/12/2024	1,000,000
Westpac Banking Corporation	12 months	5.34%	04/12/2024	1,000,000
Bank of Queensland	12 months	5.40%	04/12/2024	500,000
Regional Australia Bank	12 months	5.40%	05/12/2024	800,000
Regional Australia Bank	12 months	5.40%	05/12/2024	750,000
Suncorp	12 months	5.22%	13/12/2024	1,000,000
Suncorp	12 months	5.22%	13/12/2024	500,000
Suncorp	10 months	5.05%	13/01/2025	1,000,000
National Australia Bank	12 months	5.15%	29/01/2025	1,000,000
Suncorp	12 months	5.10%	07/02/2025	500,000
National Australia Bank	12 months	5.15%	11/02/2025	1,000,000
<b>Total</b>				<b>22,554,340</b>

**CONCLUSION**

In accordance with Regulation 212 of the Local Government (General) Regulation 2021, the above report is prepared about monies not currently required for use by Council and invested in forms of investment approved by Order of the Minister.

**14.7 Monthly Finance Report for March 2024**

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<b>Department:</b>	<b>Corporate &amp; Community</b>
<b>Prepared By:</b>	<b>Manager Finance &amp; IT</b>
<b>Authorised By:</b>	<b>Interim Director Corporate &amp; Community</b>
<b>Reference:</b>	UINT/24/5040

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<b>Attachments:</b>	1. Monthly Financial Report March 2024 <a href="#">↓</a> 
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**LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

<b>Goal:</b>	4. We are an independent shire and well-governed community
<b>Strategy:</b>	4.1. Informed and collaborative leadership in our community
	4.2. A strategic, accountable and representative Council

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**SUMMARY**

The purpose of this report is to provide an overview of the Council's financial performance up to the reporting date, along with analytical comments on significant variances with the budget.

**RECOMMENDATION**

**That Council receives the attached Monthly Finance Report for March 2024.**

**REPORT**

This report provides for the information of Councillors the Income Statement and CAPEX Summary, including a breakdown by fund, for the month ending 31 March 2024.











**14.8 Register Resolutions Actions Status as at 17 April 2024**

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**Department:** General Manager's Office**Prepared By:** Executive Assistant**Authorised By:** General Manager**Reference:** UINT/24/5894

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**Attachments:** 1. Register Resolutions Action Status Report April 2024 [↓](#) 

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**LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK****Goal:** 4. We are an independent shire and well-governed community**Strategy:** 4.1. Informed and collaborative leadership in our community**SUMMARY**

The purpose of this report is to provide Council with the Resolution Action Status updates.

**RECOMMENDATION**

**That Council notes the Resolution Actions Status Report as at 17 April 2024.**

**REPORT**

Following every council meeting, the resolutions of Council which require action are compiled. This document is referred to as the Resolutions Action Status Report.

The purpose of the Resolutions Action Status Report is to enable Council to monitor progress of resolutions until they are actioned.

Once resolutions have been completed they are removed automatically from the report.

**CONCLUSION**

The Resolutions Action Status Report is presented to Council at each Ordinary Meeting.

























**15 CONFIDENTIAL MATTERS**

Nil

**16 COMMUNICATION OF COUNCIL DECISION**

**17 CONCLUSION OF MEETING**