



MINUTES of

ORDINARY COUNCIL MEETING

Held on 25 March 2025 at 4:00 PM

Attendance at Meeting:

Councillors: Mayor R Bell (Chair)
Deputy Mayor T O'Connor
Cr S Burrows
Cr L Doran
Cr L Petrov
Cr A Blakester
Cr D Mailler
Cr J Philp
Cr K Arnold

Apologies: Nil

Staff: Ms T Averay, General Manager
Mr M Raby, Director, Infrastructure & Development
Mr B Dyer, Acting Director Corporate & Community
Mr M McLindin, Group Manager Civil Services
Mr S Williams, Acting Manager Governance
Mr M Ahammed, Manager Finance & IT
Mr D Weiley, Manager Assets
Ms W Westbrook, Executive Assistant

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AUDIO of meeting: <https://urallashirecouncil.podbean.com/e/25th-march-ordinary-meeting-of-uralla-shire-council/>

UNCONFIRMED

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

Nil

7 CONFIRMATION OF MINUTES

7.1 CONFIRMATION OF MINUTES ORDINARY MEETING HELD 25 FEBRUARY 2025

RESOLUTION 01.03/25

Moved: Cr Kath Arnold

Seconded: Cr Leanne Doran

That Council adopts the minutes of the Ordinary Meeting held 25 February 2025 as a true and correct record.

For: Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold

Against: Nil

CARRIED 9/0

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

The Chair advised there were no late, urgent and supplementary items or reports of business.

9 WRITTEN REPORTS FROM DELEGATES

9.1 MAYOR'S ACTIVITY REPORT FOR FEBRUARY 2025

RESOLUTION 02.03/25

Moved: Cr Leanne Doran

Seconded: Cr Lone Petrov

That Council Receives the Mayor's Activity report for February 2025.

For: Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold

Against: Nil

CARRIED 9/0

10 PUBLIC FORUM

Nil

11 MAYORAL MINUTE

Nil

12 NOTICE OF MOTION/QUESTIONS WITH NOTICE

Nil

13 REPORT OF COMMITTEES

Nil

14 REPORTS TO COUNCIL

14.1 COUNCILLOR REPRESENTATIVE REPORT - BUNDARRA COMMUNITY MEETING 12 MARCH 2025

RESOLUTION 03.03/25

Moved: Cr Jen Philp

Seconded: Cr Leanne Doran

That Council:

1. Establish a Bundarra Committee utilising the provisions of Section 355 of the Local Government Act 1993; and,
2. Adopt an initial Terms of Reference for the new Committee comprising the existing Bundarra School of Arts 355 Committee Terms of Reference as attached to this report; and,
3. Note that the first order of business for the new Committee will be to review the initial Terms of Reference and recommend changes, if required; and,
4. Appoint the following people, who have applied through an EOI process, as members of the Bundarra 355 Committee:
 - (1) Peter Gregory
 - (2) Rodney Hargrave
 - (3) Jennifer Dezius
 - (4) Jeffrey Dezius
 - (5) Kylie Jarman
 - (6) Theresa Layton
 - (7) John Layton
 - (8) Shannon Lee Johnson
 - (9) Jackie Stibbard
 - (10) Lindsay Groth
 - (11) Rebecca McLean
 - (12) Matthew Monk
 - (13) Angela Iskov

For: Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold

Against: Nil

CARRIED 9/0

14.2 COUNCIL PROVISION OF IN KIND SUPPORT PROVIDING WATER CART TO THE BUNDARRA PONY CLUB AND THE BUNDARRA & DISTRICT CAMPDRAFT ASSOCIATION,**RESOLUTION 04.03/25****Moved:** Cr Sarah Burrows**Seconded:** Cr Leanne Doran**That Council:**

1. Provides the requested in-kind support in the form of periodic access and use of Council's water truck for the Bundarra Pony Club and Bundarra and District Campdraft Association events to be held in Bundarra during the 2025 calendar year and in January 2026 on the basis that:
 - a. Council's Water Truck is operated only by a suitably licensed and trained resource who is a volunteer for the event organisers; and
 - b. The Bundarra Pony Club and the Bundarra & District Campdraft Association each maintain their Public Liability insurance coverage of \$20,000,000.
2. Notes that approval has previously been provided for similar support for the New England Drum Runners.
3. The General Manager is delegated to approve any further similar requests relating to in-kind support utilising the Water Truck.

For: Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold

Against: Nil

CARRIED 9/0**14.3 DRAFT ASSET MANAGEMENT POLICY 2025****RESOLUTION 05.03/25****Moved:** Deputy Mayor Tom O'Connor**Seconded:** Cr David Mailler**That Council:**

1. Endorse the Draft Asset Management Policy for public exhibition for a period of not less than 28 days.
2. Receive a further report on completion of the exhibition period if any submissions are received and/or changes proposed.
3. Adopt the Draft Policy if no submissions are received and/or no changes are proposed.

For: Crs Robert Bell, Sarah Burrows, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold

Against: Cr Leanne Doran

CARRIED 8/1

14.4 PROPOSED QUALITY CARE AND GOVERNANCE COMMITTEE FOR AGED AND COMMUNITY CARE**RESOLUTION 06.03/25****Moved:** Cr Sarah Burrows**Seconded:** Cr Leanne Doran

That Council lay the item on the table to receive the Draft Terms of Reference at the next Council meeting.

For: Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold

Against: Nil

CARRIED 9/0**PROCEDURAL MOTION - BREAK****RESOLUTION 07.03/25****Moved:** Cr Leanne Doran**Seconded:** Cr Sarah Burrows

The Chair called for a short break at 5.06pm.

For: Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold

Against: Nil

CARRIED 9/0**PROCEDURAL MOTION - RETURN****RESOLUTION 08.03/25****Moved:** Cr Kath Arnold**Seconded:** Cr Sarah Burrows

The Chair reconvened the meeting after a short break at 5.11pm

For: Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold

Against: Nil

CARRIED 9/0

14.5 DRAFT LONG TERM FINANCIAL PLAN 2026-2035**RESOLUTION 09.03/25****Moved:** Deputy Mayor Tom O'Connor**Seconded:** Cr David Mailler**That Council:**

1. Endorses Version 4 of the draft Long Term Financial Plan for public exhibition for 28 days.
2. Receives a future report detailing all submissions received during the exhibition period and any recommendations arising.
3. Subject to consideration of the public submissions, undertakes a comprehensive community engagement program regarding the proposed Special Rate Variation for financial years 26/27 and 27/28 included in Version 4.

For: Crs Robert Bell, Sarah Burrows, Tom O'Connor, Lone Petrov, David Mailler, Jen Philp and Kath Arnold**Against:** Crs Leanne Doran and Adam Blakester**CARRIED 7/2****14.6 LOANS AS AT 28 FEBRUARY 2025****RESOLUTION 10.03/25****Moved:** Cr Lone Petrov**Seconded:** Cr David Mailler**That Council notes that the total loan position as of 28 February 2025 is \$1,203,016.****For:** Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold**Against:** Nil**CARRIED 9/0**

14.7 INVESTMENTS AS AT 28 FEBRUARY 2025**RESOLUTION 11.03/25****Moved:** Cr Sarah Burrows**Seconded:** Cr David Mailler**That Council notes the cash position as of 28 February 2025 consisting of:**

- cash and overnight funds of \$3,683,615.
- term deposits of \$24,350,000.
- total convertible funds of \$28,033,615 (\$3,683,615 + \$24,350,000) (including restricted funds).

For: Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold**Against:** Nil**CARRIED 9/0****14.8 MONTHLY FINANCE REPORT FOR FEBRUARY 2025****RESOLUTION 12.03/25****Moved:** Deputy Mayor Tom O'Connor**Seconded:** Cr David Mailler**That Council receives the attached Monthly Finance Report for February 2025.****For:** Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold**Against:** Nil**CARRIED 9/0****14.9 REGISTER RESOLUTIONS ACTIONS STATUS AS AT 14 MARCH 2025****RESOLUTION 13.03/25****Moved:** Cr Jen Philp**Seconded:** Cr Kath Arnold**That Council notes the Resolution Actions Status Report as at 14 March 2025.****For:** Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold**Against:** Nil**CARRIED 9/0**

PROCEDURAL MOTION - BREAK

RESOLUTION 14.03/25

Moved: Cr Adam Blakester

Seconded: Cr Jen Philp

The Chair called for a short break at 6.09pm of 15 minutes going straight into Confidential session on return.

For: Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold

Against: Nil

CARRIED 9/0

15 CONFIDENTIAL MATTERS

RESOLUTION 15.03/25

Moved: Cr Kath Arnold

Seconded: Cr Lone Petrov

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the *Local Government Act 1993*:

15.1 New England Weeds Authority Update Report

This matter is considered to be confidential under Section 10A(2) - d(i) and f of the *Local Government Act 1993*, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and details of systems and/or arrangements that have been implemented to protect council, councillors, staff and Council property.

15.2 Audit Risk & Improvement Committee Quarterly update and presentation of 4 year strategic work plan

This matter is considered to be confidential under Section 10A(2) - f of the *Local Government Act 1993*, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with details of systems and/or arrangements that have been implemented to protect council, councillors, staff and Council property.

15.3 McMaugh Gardens Aged Care Facility - Strategic Direction

This matter is considered to be confidential under Section 10A(2) - d(ii) and d(iii) of the *Local Government Act 1993*, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a competitor of the council and information that would, if disclosed, reveal a trade secret.

15.4 General Manager's Annual Performance Review 2025

This matter is considered to be confidential under Section 10A(2) - a of the *Local Government Act 1993*, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

For: Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold

Against: Nil

CARRIED 9/0

RESOLUTION 20.03/25

Moved: Cr Kath Arnold

Seconded: Cr Lone Petrov

That Council return to Open Session of Council and that the resolutions of Closed Session become the resolutions of Open session of Council.

For: Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold

Against: Nil

CARRIED 9/0

16 COMMUNICATIONS OF COUNCIL DECISIONS

The Chair communicated the Council decisions from the closed session.

15.1 NEW ENGLAND WEEDS AUTHORITY UPDATE REPORT**RESOLUTION 16.03/25**

Moved: Cr David Mailler

Seconded: Cr Sarah Burrows

That Council:

1. Notes that ownership of the property located at 21 Waller Avenue, Armidale (the Property) will be transferred to the constituent Councils following dissolution of the New England County Council by proclamation to be made by the Minister for Local Government pursuant to section 383(2) of the *Local Government Act 1993* (NSW).

2. Notes that the Property will be owned as tenants in common by each constituent council that previously contributed to the New England County Council in the following shares:
 - o Uralla Shire Council: 18%
 - o Walcha Shire Council: 18%
 - o Glen Innes Severn Council: 22%
 - o Armidale Regional Council: 42%
3. Resolves that the Property be classified as operational land under section 31 of the *Local Government Act 1993* (NSW).
4. Endorses the proposed lease arrangements negotiated by the Administrator on behalf of the Minister and the constituent councils.
5. Authorises the General Manager (or delegate) to negotiate and execute all necessary documentation to effect the acquisition of the Property, including but not limited to transfer documents, and any other ancillary agreements.
6. Writes to the NSW Minister for Primary Industries and Agriculture seeking an urgent release of the Weed Action Program (WAP) funds for the current financial year and confirmation of pro-rata funding provisions for the constituent Councils post NECC dissolution.

For: Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold

Against: Nil

CARRIED 9/0

15.2 AUDIT RISK & IMPROVEMENT COMMITTEE QUARTERLY UPDATE AND PRESENTATION OF 4 YEAR STRATEGIC WORK PLAN

RESOLUTION 17.03/25

Moved: Cr Adam Blakester

Seconded: Cr Sarah Burrows

1. That Council note the quarterly update report from the Audit Risk & Improvement Committee meeting of 3 March 2025.
2. That Council endorse the Audit Risk & Improvement Committee four-year strategic work plan.

For: Crs Robert Bell, Sarah Burrows, Leanne Doran, Tom O'Connor, Lone Petrov, Adam Blakester, David Mailler, Jen Philp and Kath Arnold

Against: Nil

CARRIED 9/0

15.3 MCMAUGH GARDENS AGED CARE FACILITY - STRATEGIC DIRECTION**RESOLUTION 18.03/25****Moved:** Cr David Mailler**Seconded:** Deputy Mayor Tom O'Connor**That Council:**

1. Endorses Option 2 as discussed in this report as the basis of for seeking grant funding, detailed design, and business planning.
2. Submits a grant application for grant funding under the Aged Care Capital Assistance (ACCA) Program.
3. Prepares a detailed design for Option 2 to support the grant application.
4. Undertakes a revised financial analysis in the context of the new aged care legislative and funding provisions.
5. Receives a further report on the financial analysis and the outcome of the grant application.

For: Crs Robert Bell, Sarah Burrows, Tom O'Connor, Lone Petrov, David Mailler, Jen Philp and Kath Arnold**Against:** Crs Leanne Doran and Adam Blakester**CARRIED 7/2****15.4 GENERAL MANAGER'S ANNUAL PERFORMANCE REVIEW 2025****RESOLUTION 19.03/25****Moved:** Cr David Mailler**Seconded:** Cr Sarah Burrows

1. That Council panel are confident that the Uralla Shire is improving under the direction of the General Manager. We would like to acknowledge her diligence, good leadership and optimism which is resulting in many positive changes across all areas of the shire; and
2. That the General Manager receives a remuneration increase as per Clause 8.4 of her contract of 3.5% as per the Local Government (State) Award 2023 backdated to November 2024.

For: Crs Robert Bell, Sarah Burrows, Tom O'Connor, Lone Petrov, David Mailler, Jen Philp and Kath Arnold**Against:** Crs Leanne Doran and Adam Blakester**CARRIED 7/2****17 CONCLUSION OF MEETING**

The meeting was closed at 7.45pm.