

# HILLTOPS COUNCIL ORDINARY MEETING MINUTES

24 May 2017, commencing at 5.30 PM

Held in the Hilltops Council, Harden Chamber, 3 East Street, Harden

## ATTENDANCE

Administrator W Tuckerman

## STAFF

A McMahon General Manager  
L Furness Executive Director Corporate and Community  
J Jordan Chief Financial Officer  
D Wymer Director Infrastructure Services  
S Langman Director Sustainable Growth

## APOLOGIES

Nil

## PUBLIC FORUM

- Therese Crowe - Item 17/76 – Application to Modify Development, Consent No. DA 028/2013 for Motel Accommodation, Hotel Alterations and Additions and Two Lot Subdivision at Lots 1 & 2 DP611161, 12-14 Marsden Street, Boorowa
- Bill Chapman – Item 17/79 – Proposed Access Arrangements for Property off Campbells Road; Young

## **SYMPATHY EXPRESSIONS**

### *17/102 RESOLVED:*

*That Council staff and members of the public be upstanding for a minute silence to express our sympathy on the passing of:*

Brian Maloney; Anne O'Reilly; Daphne Yardley; Myrtle Bailey; Muriel Devane;  
Elizabeth Woods (June); Laurel Quinlivan; Kathleen Smyth; John Banks;  
James Bale; John Carmody (Jack); Marie Cullen; Jillanne Eldridge;  
Jason Forde; (Baby) Darcy Spanjer; Rexinald O'Leary; Robert Corkhill;  
Francis Poplin (Jeanette); Leeanne Williams nee Cooper

*Moved and declared carried by: Administrator W Tuckerman*

### *17/103 RESOLVED:*

*That the order of business be changed to deal with:*

- Item 17/79 – Proposed Access Arrangements for Property off Campbells Road; Young
- Item 17/76 – Application to Modify Development, Consent No. DA 028/2013 for Motel Accommodation, Hotel Alterations and Additions and Two Lot Subdivision at Lots 1 & 2 DP611161, 12-14 Marsden Street, Boorowa

*Moved and declared carried by: Administrator W Tuckerman*

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General Manager

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Administrator

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## 17/79 – PROPOSED ACCESS ARRANGEMENTS FOR PROPERTY OFF CAMPBELLS ROAD; YOUNG

*17/104 RESOLVED: That Council;*

- 1. act as an intermediary to legalise the existing access to Billaboola off Campbells Road via a right of way over lot 5 DP754603; and*
- 2. receive a further report at the 28 June 2017, meeting of Council on options for access to Billaboola should negotiations fail.*

*Moved and declared carried by: Administrator W Tuckerman*

## 17/76 – APPLICATION TO MODIFY DEVELOPMENT CONSENT NO. DA028/2013 FOR MOTEL ACCOMMODATION, HOTEL ALTERATIONS AND ADDITIONS AND TWO LOT SUBDIVISION AT LOTS 1 & 2 DP611161, 12-14 MARSDEN STREET, BOOROWA

*17/105 RESOLVED:*

*That Council approves Modification Application DA028/2013 MOD 1 for motel accommodation, hotel alterations and additions and two lot subdivision at Lots 1 & 2 DP611161, 12-14 Marsden Street, Boorowa as follows:*

- 1. Amend condition no. 1 of the consent to reflect the modified plans and documentation;*
- 2. Amend condition no. 8 of the consent to read: "the linen plan shall not be released until such time as the requirements of the conditions of this consent relating to the subdivision have been carried out";*
- 3. Amend condition no. 9 of the consent to allow the subdivision to occur as the first stage of the development;*
- 4. Amend condition no. 13 of the consent to remove the reference relating to the two storey motel units and travel distances;*
- 5. Delete condition no. 65 of the consent requiring Lots 1 and 2 DP611161 to be consolidated prior to the issue of an Occupation Certificate; and*
- 6. Delete condition no. 101 of the consent relating to the two storey motel units and travel distances.*

*Moved and declared carried by: Administrator W Tuckerman*

*17/106 RESOLVED:*

*That the meeting return to items as listed in the agenda*

*Moved and declared carried by: Administrator W Tuckerman*

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General Manager

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Administrator

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## CONFIRMATION OF MINUTES

*17/107 RESOLVED:*

*That the minutes of the Ordinary Meeting of Council held on 26 April 2017, be confirmed as a true and accurate record.*

*Moved and declared carried by: Administrator W Tuckerman*

## BUSINESS ARISING – MINUTES

Noted in the General Manager - Action Report

## DECLARATIONS OF INTEREST - CONFLICT OF INTEREST

Administrator Wendy Tuckerman declared no pecuniary or conflict of interest.

*17/108 RESOLVED:*

*That the Administrator Report be noted*

*Moved and declared carried by: Administrator W Tuckerman*

## GENERAL MANAGER'S REPORT

### 17/66 – DRAFT PROTECTED DISCLOSURES POLICY & PROCEDURE

*17/109 RESOLVED: That Council place on public exhibition for a period of 28 days;*

- 1. The Hilltops Council Protected Disclosures Policy;*
- 2. The Hilltops Council Protected Disclosures Procedure; and*
- 3. If no submissions received adopt the Hilltops Council Protected Disclosures Policy and Procedure at the end of the 28 day exhibition period.*

*Moved and declared carried by: Administrator W Tuckerman*

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General Manager

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Administrator

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## 17/67 – DRAFT ACCESS TO COUNCIL INFORMATION POLICY

*17/110 RESOLVED: That Council;*

- 1. Place the draft Access to Council Information on public exhibition for a period of 28 days; and*
- 2. If no submissions received adopt the Hilltops Council Access to Council Information Policy.*

*Moved and declared carried by: Administrator W Tuckerman*

## 17/68 – DRAFT PRIVACY MANAGEMENT PLAN

*17/111 RESOLVED: That Council place on public exhibition for a period of 28 days;*

- 1. The Hilltops Council Draft Privacy Management Plan; and*
- 2. If no submissions received adopt the Hilltops Council Privacy Management Plan at the completion of the 28 day public exhibition period.*

*Moved and declared carried by: Administrator W Tuckerman*

## 17/69 – DRAFT COMMUNITY ENGAGEMENT POLICY

*17/112 RESOLVED: That Council;*

- 1. Place the draft Community Engagement Policy on public exhibition for a period of 28 days; and*
- 2. If no submissions received adopt the Hilltops Council Community Engagement Policy at the completion of the 28 day exhibition period.*

*Moved and declared carried by: Administrator W Tuckerman*

## 17/70 – YOUTH INITIATIVES COMMITTEE MEMBERSHIP

*17/113 RESOLVED:*

*That Council seek further nominations for the Youth Initiatives Committee.*

*Moved and declared carried by: Administrator W Tuckerman*

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General Manager

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## 17/71 – LOCAL GOVERNMENT REMUNERATION TRIBUNAL (LGRT) – ANNUAL REPORT AND DETERMINATION

*17/114 RESOLVED: That Council;*

- 1. Notes the Determination (Categories and Fees) set out in the Local Government Remuneration Tribunal's annual report, effective from 1 July 2017;*
- 2. Set the Councillor Fee for the 2017/18 year at \$11,570 in accordance with the Local Government Remuneration Tribunal Determination; and*
- 3. Set the additional Mayoral Fee at \$25,250 in accordance with the Local Government Remuneration Tribunal Determination.*

*Moved and declared carried by: Administrator W Tuckerman*

## 17/72 – ACTION SUMMARY REPORT

*17/115 RESOLVED: That Council;*

- 1. note the status of Council resolutions from the Action Plan; and*
- 2. endorse the removal of completed items from the Action Plan*

*Moved and declared carried by: Administrator W Tuckerman*

## 17/73 – CASH AND INVESTMENTS AS AT 30 APRIL 2017

*17/116 RESOLVED:*

*That the Statement of cash and investments as at 30 April 2017 be received.*

*Moved and declared carried by: Administrator W Tuckerman*

## 17/74 – QUARTERLY BUDGET REVIEW STATEMENT (QBRS)

*17/117 RESOLVED:*

- 1. That the March quarterly budget review be received and noted; and*
- 2. That the budget recommendations detailed within the March quarterly budget review be adopted.*

*Moved and declared carried by: Administrator W Tuckerman*

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General Manager

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Administrator

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## 17/75 – DEVELOPMENT APPLICATION STATISTICS FOR APRIL 2017

**17/118 RESOLVED:**

*That Council receive and note the status and processing times for development applications, as at 30 April 2017.*

*Moved and declared carried by: Administrator W Tuckerman*

## 17/77 – PROPOSED ROAD CLOSURE, BRAEMAR LANE MONTEAGLE

**17/119 RESOLVED:** *That Council;*

- 1. consent to a third party to lodge an application for road closure for an unconstructed Council Road between lots 261, 241 and 242 DP754582;*
- 2. acknowledge the road will vest in the Crown upon closure and that the Department of Industry – Lands may deal directly with the third party through the private treaty sale process; and*
- 3. consent to the road closure proceeding with requirement for an easement for access along the alignment of the public road benefiting lots 261, 241 and 242 DP754582.*

*Moved and declared carried by: Administrator W Tuckerman*

## 17/78 – CRANFIELD OVAL DEVELOPMENT PLAN, YOUNG

**17/120 RESOLVED:** *That Council;*

- 1. Amend the scope of stage 1 of the Cranfield Oval two fields concept to include the works required to allow the two fields to be playable;*
- 2. Fund the additional works required through deferring the Gus Smith Oval building renovations required to provide additional storage; and*
- 3. Consider both the Cranfield Oval and Gus Smith Oval projects in future capital budgets and actively seek grant funding to complete these works.*

*Moved and declared carried by: Administrator W Tuckerman*

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General Manager

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Administrator

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## CORRESPONDENCE FOR ATTENTION

*17/121 RESOLVED:*

*That the balance of correspondence be noted.*

*Moved and declared carried by: Administrator W Tuckerman*

## COUNCIL COMMITTEE REPORTS

◆ Boorowa Irish Woolfest Committee - 8 March 2017

*17/122 RESOLVED: That Council endorses;*

1. The minutes of the Boorowa Irish Woolfest Committee meeting 8 March 2017; and
2. The Irish Woolfest dates of:
  - 29 September 2017 to 2 October 2017;
  - 28 September 2018 to 1 October 2018; and
  - 4 October 2019 to 7 October 2019

*Moved and declared carried by: Administrator W Tuckerman*

*17/123 RESOLVED:*

*That the balance of the committee reports be noted.*

*Moved and declared carried by: Administrator W Tuckerman*

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General Manager

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Administrator

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## CLOSED COUNCIL

### 17/80 – EXCLUSION OF THE PRESS AND PUBLIC

#### 17/124 RESOLVED:

1. That Council resolve into Closed Council to consider business identified, together with any late reports tabled at the meeting.
2. That pursuant to section 10A(1)-(3) of the Local Government Act 1993, the media and public be excluded from the meeting on the basis that the business to be considered is classified confidential under the provisions of section 10A(2) as outlined above.
3. That the correspondence and reports relevant to the subject business be withheld from access to the media and public as required by section 11(2) of the Local Government Act 1993.

*Moved and declared carried by: Administrator W Tuckerman*

#### ITEM 1: COMMERCIAL MATTER

This item is classified CONFIDENTIAL under section 10A(2)(c) of the *Local Government Act 1993*, which permits the meeting to be closed to the public for business relating to the following:

- (d) commercial information of a confidential nature that would, if disclosed:
  - (i) prejudice the commercial position of the person who supplied it

#### ITEM 2: COMMERCIAL MATTER

This item is classified CONFIDENTIAL under section 10A(2)(c) of the *Local Government Act 1993*, which permits the meeting to be closed to the public for business relating to the following:

- (d) commercial information of a confidential nature that would, if disclosed:
  - (i) prejudice the commercial position of the person who supplied it

#### ITEM 3: COMMERCIAL MATTER

This item is classified CONFIDENTIAL under section 10A(2)(c) of the *Local Government Act 1993*, which permits the meeting to be closed to the public for business relating to the following:

- (d) commercial information of a confidential nature that would, if disclosed:
  - (i) prejudice the commercial position of the person who supplied it

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General Manager

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Administrator



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## GENERAL MANAGER'S CLOSED REPORTS

### 17/81 – HILLTOPS COUNCIL AND BEST & LESS PTY LTD, LEASE PREMISES - TENANCY 1/50-66 BOOROWA STREET, YOUNG

*17/125 RESOLVED: That Council:*

- 1. consent to the renewal of the lease and advise the Lessee that Condition 19 will not be enforced; and*
- 2. the General Manager and Administrator are delegated authority to execute all documents on behalf of Council.*

*Moved and declared carried by: Administrator W Tuckerman*

### 17/82 – DEBTORS WRITE OFF

*17/126 RESOLVED: That Council authorise the write off for the following amounts;*

- 1. Golden Time International – 45.01 \$65,659.47 – 2/4/2012*
- 2. NSW Fire Brigades (138.07) \$1,153.53 – 4/12/2010*
- 3. Kennett Rural – (84.03) \$1,236.18 – 30/6/2005*
- 4. ARTC – (130.07) \$3,776.07*
- 5. ARTC – (131.07) \$1,577.38 – 28/6/2007*
- 6. G Hall - (126.07) \$2,273.79 – 11/2/2003*
- 7. David William Scanlan – (137.07) \$1,092.95 – 4/6/2010*
- 8. AMFM Constructions – (133.07) \$6,781.49 – 28/02/2009*
- 9. Gammons Metal Recycling – 309.01 \$1,173.08 – 15/9/2014*
- 10. EGT & BC Bateman – 39.01 \$910.30 – 2/10/2011*
- 11. G Medway – 199.01 \$155.00 – 15/12/2012*

*Moved and declared carried by: Administrator W Tuckerman*

### 17/83 – SELECTION OF LGIS PLATFORM

*17/127 RESOLVED:*

*That Council accepts the tender submission from Technology One and negotiates a contract for purchase and implementation for an LGIS Platform.*

*Moved and declared carried by: Administrator W Tuckerman*

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General Manager

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Administrator

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**17/128 RESOLVED:**

*That Council move out of closed.*

*Moved and declared carried by: Administrator W Tuckerman*

## **NEXT MEETING**

The next meeting of Council is scheduled to be on Wednesday, 28 June 2017, commencing at 5.30pm.

## **TERMINATION**

There being no further business the meeting closed 6.20pm

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General Manager

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Administrator