

# HILLTOPS COUNCIL ORDINARY MEETING MINUTES

22 February 2017, commencing at 5.50 PM

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

## ATTENDANCE

Administrator W Tuckerman

## STAFF

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

## APOLOGIES

A McMahan General Manager

### *17/01 RESOLVED:*

*That the apology be accepted*

*Moved and declared carried by: Administrator W Tuckerman*

## PUBLIC FORUM

Nil

## **SYMPATHY EXPRESSIONS**

### *17/02 RESOLVED:*

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

*Robert (Bob) Carey, Dulcie Roberts, Trevor Campbell, Ray Bush, Frank Apps, Lewis Croker, Barbara Anderson, Peter Mercer Mount, Veronica Calabrise, Lilly Andersen, Lorna Penson, Bruce Fraser, Alexander Genge, Luke Apps, Leslie Waters, Steven Rogerson, Peter Cusack, Michael Walker, John Truswell, Ronald Robards, Luke Daly, Veronica Harris, Barry Holland, Ross Brennan*

*Moved and declared carried by: Administrator W Tuckerman*

## **CONFIRMATION OF MINUTES**

### *17/03 RESOLVED:*

*That the minutes of the Ordinary Meeting of Council held on 21 December 2016 be confirmed as a true and accurate record.*

*Moved and declared carried by: Administrator W Tuckerman*

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General Manager

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Administrator

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## 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.

*17/04 RESOLVED:*

*That the Administrator Report be noted*

*Moved and declared carried by: Administrator W Tuckerman*

## GENERAL MANAGERS REPORT

### 17/01 – PRIMARY HEALTH CARE HUB FOR YOUNG

*17/05 RESOLVED:*

*That Council return the funds held in trust by investors and tenants in the Primary Health Care Hub as identified by the community Working Group in 2014.*

*Moved and declared carried by: Administrator W Tuckerman*

### 17/02 – AUDIT AND RISK IMPROVEMENT COMMITTEE (ARIC)

*17/06 RESOLVED: That Council;*

- 1. Refer the draft ARIC Charter to the Committee for input and refer back to Council for final endorsement; and*
- 2. Appoint Mr Andrew Fletcher and Mr Ron Gillard as independent members of the ARIC.*

*Moved and declared carried by: Administrator W Tuckerman*

### 17/03 – REGIONAL ARTS MEMBERSHIP

*17/07 RESOLVED: That Council;*

- 1. Agree to become members of Southern Tablelands Arts; and*
- 2. Cease to be members of Eastern Riverina Arts from 1 July 2017.*

*Moved and declared carried by: Administrator W Tuckerman*

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## 17/04 – ADOPTION OF HILLTOPS COUNCIL ORGANISATIONAL STRUCTURE

*17/08 RESOLVED:*

*That Council endorses the proposed Hilltops Council Organisational Structure; and notes the General Manager and three Directors Positions be designated Senior Staff Positions in accordance with the provisions of the Local Government Act 1993.*

*Moved and declared carried by: Administrator W Tuckerman*

## 17/05 – SALE OF LAND CORCORAN COURT

*17/09 RESOLVED: That Council;*

- 1. Accept the offer of \$55,000 for the purchase of lot 11 DP 1014936; and*
- 2. The General Manager and Administrator be delegated to execute contracts for the sale of the land by fixing of the Council Seal.*

*Moved and declared carried by: Administrator W Tuckerman*

## 17/06 – ACTION SUMMARY REPORT

*17/10 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*

## 17/07 – HILLTOPS COUNCIL SECTION 355 COMMITTEE JUGIONG ADVANCEMENT GROUP (JAG) ENDORSEMENT REPORT

*17/11 RESOLVED: that Council;*

- 1. Endorse the updated Section 355 Schedule of the Jugiong Advancement Group.*
- 2. Endorse the appointment of the following members to the Jugiong Advancement Group:*
  - Paul Leseberg*
  - David Elphick*
  - David Strong*
  - Barry Coggan*

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- *Jenny Sturrock*
- *Tony Willsallen*
- *Carly Oates*
- *Huw Robb*
- *Alison Delaney*
- *Neil Reid*
- *Kim Gamble*
- *Alannah Lord*
- *Joy Coggan*
- *Wes Leseberg*
- *John Horton – LRC Representative*

*3. Endorse the election results of the Executive Committee being;*

- *Chair – Paul Leseberg*
- *Deputy Chair – David Elphick*
- *Treasurer – Barry Coggan*
- *Secretary – David Strong*
- *Booking Officer – Jenny Sturrock*

*4. Endorse the community priority project recommendations to be included in Jugiong Advancement Group action plan.*

*Moved and declared carried by: Administrator W Tuckerman*

## 17/08 – INSTALLATION OF A SIGN IN LIGHT HORSE MEMORIAL HARDEN

*17/12 RESOLVED:*

*That Council permit the installation of an A2 sign in the Light Horse Memorial advising visitors of the location of the life sized sculpture of Bill the Bastard located across the road from the Light Horse Memorial.*

*Moved and declared carried by: Administrator W Tuckerman*

## 17/09 – REVIEW OF THE PLAN OF MANAGEMENT FOR THE CLOSED PORTION OF BATHURST STREET (LIGHT HORSE MEMORIAL) HARDEN

*17/13 RESOLVED: That Council;*

- 1. Commence the review of the Plan of Management for the Closed Portion of Bathurst Street, (Light Horse Memorial) Harden as set out in the Local Government Act;*
- 2. Appoint a suitably qualified person to assist with the preparation of the plan of management;*
- 3. Investigate appropriate tourism signage to enable tourists to get to the Light Horse Memorial from main arterial routes including the development of a Light Horse Way;*

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4. *Seek grant funding for the development of a precinct plan incorporating the Light Horse Memorial, Museum, park behind the memorial and the public amenities;*
5. *Approach Carl Valerius to be part of a community reference group (CRG) and call for nominations for 3 community members to be part of the CRG for development of the Plan of Management; and*
6. *Request the Harden LRC to nominate a member from the LRC to be part of the Community Reference Group (CRG)*

*Moved and declared carried by: Administrator W Tuckerman*

## 17/10 – CASH AND INVESTMENTS AS AT 31 DECEMBER 2016

**17/14 RESOLVED:**

*That the Statement of cash and investments as at 31 December 2016 be received.*

*Moved and declared carried by: Administrator W Tuckerman*

## 17/11 – CASH AND INVESTMENTS AS AT 31 JANUARY 2017

**17/15 RESOLVED:**

*That the Statement of cash and investments as at 31 January 2017 be received.*

*Moved and declared carried by: Administrator W Tuckerman*

## 17/12 – PRESENTATION OF THE AUDITED FINANCIAL STATEMENTS – FORMER YOUNG SHIRE COUNCIL

**17/16 RESOLVED:**

*That Council note the General Purpose Financial Statements, Special Purpose Financial Statements and Special Schedules for the year ended 12 May 2016.*

*Moved and declared carried by: Administrator W Tuckerman*

## 17/13 – PRESENTATION OF THE AUDITED FINANCIAL STATEMENTS – FORMER HARDEN SHIRE COUNCIL

**17/17 RESOLVED:**

*That Council note the General Purpose Financial Statements, Special Purpose Financial Statements and Special Schedules for the year ended 12 May 2016.*

*Moved and declared carried by: Administrator W Tuckerman*

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## 17/14 – PRESENTATION OF THE AUDITED FINANCIAL STATEMENTS – FORMER BOOROWA COUNCIL

**17/18 RESOLVED:**

*That Council note the General Purpose Financial Statements, Special Purpose Financial Statements and Special Schedules for the year ended 12 May 2016.*

*Moved and declared carried by: Administrator W Tuckerman*

## 17/15 – QUARTERLY BUDGET REVIEW STATEMENT (QBRS)

**17/19 RESOLVED:**

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

*Moved and declared carried by: Administrator W Tuckerman*

## 17/16 – 2013/DA-00043 REV01 MODIFICATION OF DEVELOPMENT CONSENT – 497 WICKHAM LANE, YOUNG

**17/20 RESOLVED:**

*That Council determine the modification by consent with conditions.*

### CONDITIONS OF CONSENT

#### General

- 1. The development shall be generally in accordance with the supporting documentation, including, but not limited to, the following:*

<i>Architectural (or Design) Drawings prepared by K.M.Seccombe</i>			
<i>Drawing No.</i>	<i>Revision/ Issue</i>	<i>Name of Plan</i>	<i>Date</i>
<i>166/5973 1/4</i>	<i>-</i>	<i>Floor Plan</i>	<i>September 2016</i>
<i>166/5973 2/4</i>	<i>-</i>	<i>Slab Plan</i>	<i>September 2016</i>
<i>166/5973 3/4</i>	<i>-</i>	<i>Elevations</i>	<i>September 2016</i>
<i>166/5973 4/4</i>	<i>A</i>	<i>Site Plan</i>	<i>September 2016</i>
<i>Architectural (or Design) Drawings prepared by the applicant.</i>			
<i>-</i>	<i>-</i>	<i>2012 DEMO PLAN</i>	<i>Undated</i>
<i>BASIX Certificate No 470820s_02 issued by Richens Building dated 28 September 2016</i>			

*and as modified by any conditions of this consent.*

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2. *No departure from the approved plans and specifications shall be made unless the prior approval of Council has been obtained in writing.*
3. *The development shall be carried out in conformity with the provisions of the Environmental Planning and Assessment Act, 1979, and the regulations made thereunder, in accordance with the plans and specifications approved by Council.*
4. *The builder shall maintain on the site, at all times a legible copy of the following:*
  - *Development Consent including plans and related documentation;*
  - *Construction certificate including plans, specifications and certificates;*

## *SIGNS*

5. *No more than two signs shall be erected at the front of the site to display the following details. At least one of these signs shall have the following minimum information:*
  - *the name of the Principal Certifying Authority, their address and telephone number;*
  - *the name of the person in charge of the work site and telephone number at which that person may be contacted outside working hours;*
  - *that unauthorised entry to the work site is prohibited; and both signs shall be maintained to a tidy and legible standard at all times and must be removed when the work has been completed.*

## *BUILDING CODE OF AUSTRALIA AND HOME BUILDING ACT*

6. *All building work must be carried out:*
  - (a) *In accordance with the requirements of the Building Code of Australia. In particular, your attention is directed to the conditions in this consent;*
  - (b) *In addition, in the case of residential building work for which the Home Building Act 1989 requires there to be a contract of insurance in force in accordance with Part 6 of that Act, such contract of insurance must be in force before any building work authorised by this consent commences.*

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7. *Residential building work within the meaning of the Home Building Act 1989 shall not be carried out unless the Principal Certifying Authority for the development to which the work relates (not being a Council) has given the Council written notice of the following information:*

*(a) In the case of work for which a principal contractor is required to be appointed, the name, licence number and name of insurer if the principal contractor*

*(b) In the case of work to be done by an owner-builder, the name and owner-builder permit number (where required).*

*Changes to the residential building work shall not be carried out unless the Principal Certifying Authority has given the Council written notice of the changes. This condition does not apply to Crown building work as defined.*

8. *The builder or person who does the residential building work must comply with the applicable requirements of Part 6 of the Home Building Act 1989. This requirement may be satisfied by the provision of an owner-builder permit of Home Owners Warranty Insurance.*

## *INSPECTION/CERTIFICATION*

9. *Prior to commencement of work, the person having the benefit of the Development Consent:*

*(a) shall appoint a Principal Certifying Authority (PCA); and*

*(b) shall ensure a Construction Certificate is issued by the PCA;*

*(c) shall notify Council of their intention to commence the site works (at least 2 days notice is required).*

10. *The Principal Certifying Authority shall determine the inspections and compliance certificate that are required.*

11. *Where Young Shire Council is nominated as the Principal Certifying Authority, the following requirements shall be satisfied before works commence:*

- The Principal Certifying Authority Service Agreement shall be completed and signed by the applicant; and*

- Terms and conditions of the Principal Certifying Authority Service Agreement shall be satisfied.*

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12. *Where Young Shire Council is not the Principal Certifying Authority, the following requirements shall be satisfied before works commence:*

- *Principal Certifying Authority name, address and registration details (evidencing registration with the Building Professionals Board) shall be submitted to Council; and*
- *A Construction Certificate shall be registered with Council.*

## *OCCUPATION CERTIFICATE*

13. *A Final Occupation Certificate must be issued by the Principal Certifying Authority prior to occupation or use of the development. In issuing an occupation certificate, the Principal Certifying Authority must be satisfied that the requirements of section 109H of the Environmental Planning and Assessment Act 1979 have been satisfied.*

*Note: When all work as indicated on the approved plans/specifications is completed, the applicant shall notify the PCA to arrange for the issue of a final Occupation Certificate.*

## *SEPTIC*

14. *An on site sewer management system (septic tank) application and design shall be submitted to and approved by Council prior to the external drainage inspection being booked.*

## *SITE PREPARATION*

### *Cut and Fill*

15. *The applicant shall ensure that any cut or fill on site is appropriately graded, drained, retained and vegetation commenced.*

16. *Retaining walls greater than 1 metre in height shall be designed by a suitably qualified practising and insured Structural Engineer. The design shall be submitted to and permission to proceed granted by Council prior to work commencing.*

17. *It is a prescribed condition of this consent that if the development involves an excavation that extends below the level of the base of the footings of a building on adjoining land, the person having the benefit of the consent shall, at the person's own expense:*

- (a) Protect and support the adjoining premises from possible damage from the excavation; and*

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- (b) *Where necessary, underpin the adjoining premises to prevent any such damage;*
- (c) *This condition does not apply if the person having the benefit of the consent owns the adjoining land or the owner of the adjoining land has given written consent to this condition not applying.*

## **EROSION CONTROL**

18. *Erosion and sedimentation control measures shall be implemented on the site prior to work commencing.*

### **Builders Toilet**

19. *The applicant shall ensure that a suitable builders' toilet is situated on the property, prior to commencing construction and is serviced and maintained in clean condition during construction.*

### **Floors/Frame/Walls/Roof**

20. *Concrete footings and floor construction shall comply with the requirements of Australian Standard AS2870 – Residential slabs and footings.*
21. *Timber framed construction shall comply with the requirements of Australian Standard AS1684 – Residential Timber Framed Construction.*
22. *Submission of a plan showing the number, type and location of bracing units in the building, as calculated in accordance with Australian Standard AS1684.2 Residential Timber Framed Construction – Non Cyclonic Areas and NSW Timber Framing Manual.*
23. *Structural timber used externally shall be of a durability class 2 or better. Durability class 3 and 4 may only be used where they have acceptable preservative treatment.*

*Note: Douglas Fir (Oregon) shall not be used as an external structural material in a situation where it may be subject to weathering and deterioration.*

24. *Where threshold to the front entry doorway exceeds 190mm above adjacent surface, steps designed in accordance with the Building Code of Australia shall be incorporated.*

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25. *Prior to frame inspection being booked, a certificate verifying to the design and construction of the trusses in accordance with the truss design data shall be submitted to the Principal Certifying Authority.*

## *HEALTH AND AMENITY*

### *Kitchen Exhaust*

26. *Kitchen exhaust shall discharge externally of the roof covering and not discharge into the roof space. Any ductwork through roof space is to be of non-combustible material.*

### *Smoke Alarms*

27. *A smoke alarm system complying with Australian Standard AS3786 Self Contained Smoke Alarms or listed in the Scientific Services Laboratory (SSL) Register of Accredited Products - Fire Protection Equipment shall be installed in suitable locations on or near the ceiling.*
28. *The smoke alarm system must be connected to the mains electrical power supply and must have a standby (battery backup) power supply.*
29. *Prior to issue of the Occupation Certificate, the Licensed Electrician responsible for the smoke alarm installation shall issue a certificate to the Principal Certifying Authority to verify the following:*
- *To verify the SSL number; and*
  - *To verify that the installation on the site complies with manufacturers specification.*

### *COVERED VEHICLE AREA (GARAGE)*

30. *The access door of the attached covered vehicle area must be fitted with a self-closing device that is a minimum of size two (2) spring strength in accordance with Australian Standard AS4145.5*
31. *The latching mechanism of the access door to the attached covered vehicle area must be a minimum of 1500mm above finished floor level.*
32. *The access door to the garage must open away from the vehicle area.*

## *BASIX REQUIREMENTS*

33. *The requirements of the BASIX Certificate issued in respect of the development shall be satisfied as follows:*

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- *Certification for each element in the above BASIX Certificate shall be provided at the inspection immediately after installation; and*
- *Certification for each element in the above BASIX Certificate shall be provided prior to issue of the Occupation Certificate.*

34. *Where a Rainwater Tank is an augmentation of town reticulated supply, strict compliance with the Plumbing Code of Australia is required including compliance with requirements to prevent cross connection contamination of water supply. In this regard, an approved non-return valve AND an air gap will be required at the connection cross over point.*

## **STORMWATER DRAINAGE**

35. *Stormwater from roof and hardstand areas as well as any overflow from a tank shall be conveyed to the existing stormwater system as required by Council's current standard in Engineering Guidelines for Subdivisions and Developments including the following:*

- *Volume and pipe sizing shall be satisfied to determine the number of connections per dwelling at the street gutter;*
- *Where connecting to a concrete street gutter, a complying kerb adaptor shall be utilised;*
- *The kerb and gutter shall be reinstated to the above Engineering Guidelines.*

36. **WATER**

*In recognition that no reticulated water exists, a 20,000 litre dedicated water supply tank shall be provided and a 65mm storz fitting installed in the tank.*

37. *A minimum of 43 000 Litres of water storage will be available for the exclusive use of the dwelling*

## **WASTEWATER DRAINAGE**

38. *A permit shall be obtained from Council prior to any works commencing on site regarding connection to reticulated sewerage system or connection to the on-site sewerage management system.*
39. *All plumbing and drainage work shall comply with the requirements of the Plumbing Code of Australia and Australian Standard AS 3500 - National Plumbing and Drainage Code.*

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40. *A plumbing and drainage diagram designed by a licensed plumber and drainer shall be submitted to and approved by Council prior to the external drainage inspection being booked.*
41. *The bolted trap screw (BTS) from the boundary riser and the overflow gully (disconnecter trap) fittings shall be concrete protected and finished at ground level.*
42. *The top of the yard gully is to be minimum of 150 mm below the finished floor level and a minimum of 75 mm above the finished ground level.*
43. *The top of the yard gully is to be minimum of 1200 mm above the finished mains sewer connection point.*

## *SURVEY*

44. *A document from a registered and practising land surveyor shall be submitted to Council at the following stages of construction:*

*(a) Set out of the development and prior to construction commencing;*

## *TREES*

45. *Any trees not approved for removal (on development site or on public footpath) shall be protected from damage during construction. This includes protection from compaction of the ground within the root zone, damage to the trunk or crown of the tree.*

## *FUEL HEATER*

46. *The installation of the heating appliance must comply with the Part 3.7.3 of the Building Code of Australia and the manufacturers specifications.*
47. *The heating appliance must have been tested and passed the tests required by AS/NZS2918; or*
  - (i) be located not less than 1.2m from adjoining walls (other than a masonry wall); or*
  - (ii) have a heat shield not less than 90mm thick masonry constructed between the adjoining wall (other than a masonry wall) and the heating appliance in accordance with the Building Code of Australia.*

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48. *The heating appliance must be installed on a hearth constructed of stone, concrete, masonry or similar material so that it extends not less than 400mm beyond the front of the heating appliance opening and not less than 150mm beyond each side of that opening.*
49. *The upper surface of the hearth must be situated not less than 150mm above any combustible flooring or framing members.*
50. *The flue of the heating appliance must –*
  - (i) *have been tested and passed the tests required by AS/NZS 2918; and*
  - (ii) *be installed in accordance with AS/NZS 2918.*
51. *The heating appliance must be operated and maintained so as to not cause the emission of excessive smoke as defined under clause 135A of the Protection of the Environment Operations Act 1979.*

## *Addressing*

52. *The rural addressing number plate shall be purchased from Council at the cost of nominated in Council's Management Plan at the time of payment, using the attached form. The charge for the current financial year is \$ 37.00.*

## *NUISANCE & AMENITY*

### *Hours of Construction*

53. *For reasons of residential amenity in the neighbourhood, work on the project shall be limited to the following hours:*
  - (i) *Monday to Friday - 7:00 am to 6:00 pm*
  - (ii) *Saturday - 8:00 am to 5:00 pm*
  - (iii) *No work to be carried out on Sunday/Public Holidays, without the prior written consent of Council.*

## *FENCING*

54. *The property boundary fence and access gate, will be moved so as to be on the boundary of the property as per the survey plan Ref: 420-contour, issued by TSD Surveying dated 5<sup>th</sup> December 2016.*

## *ENGINEERING REQUIREMENTS*

55. *All residential vehicular accesses (such as cross-overs) shall be constructed in accordance with the following requirements:*
  - *Minimum 125mm thick concrete with 1 layer of F62 mesh;*
  - *Expansion joints shall be placed at the boundary and other common points to alleviate cracking;*

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- *50mm compacted sand base shall be provided underneath the proposed driveway.*

## *Roads*

56. *Any construction works, including accesses, footpaths, or the like on public roads (Council or Crown Road Reserves) shall comply with the following requirements:*

- *Application made to Council for a Works Within Road Reserve Permit for the site;*
- *Works Within Road Reserve Permit issued by Council for the site;*
- *Works constructed in accordance with Works Within Road Reserve Permit for the site;*

57. *Any works within the road reserve requires the following to be carried out prior to commencement:*

- *A Traffic Control Plan (TCP) shall be prepared and submitted to Council for approval;*
- *The Traffic Control plan shall be developed by an accredited person and it shall contain the certification number and the date of issue by the accredited person.*

## *SECTION 68 LOCAL GOVERNMENT ACT APPROVALS*

58. *Unless specifically addressed within this present Development Application, the person having the benefit of this Consent shall make application for the following prior to any works commencing on the site;*

- (a) *On-site Sewerage Management System (Septic)*

## *REASONS FOR CONDITIONS*

*The reason for the imposition of the above consent conditions is as follows:*

1. *To achieve the objectives of section 5(a) of the Environmental Planning and Assessment Act 1979, having regard to the relevant matters for consideration contained in section 79C of the Act and the Environmental Planning Instruments applying to the land.*
2. *To ensure compliance with the Building Code of Australia, to enable the achievement and maintenance of acceptable standards of structural sufficiency, safety, health and amenity, for the benefit of the community now and in the future.*

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3. *To confirm the details of the application and plans submitted by the applicant;*
4. *To ensure compliance with relevant planning controls;*
5. *To ensure that appropriate environmental protection measures are in place;*
6. *To ensure the development complies with the requirements of Council policies.*
7. *To ensure that works do not interfere with reasonable amenity expectations of residents and the community;*

## **SECTION 68 LOCAL GOVERNMENT ACT, 1993 APPROVALS**

*The above consent includes the following approvals under section 78A(5) of the Environmental Planning and Assessment Act 1979 and section 68 of the Local Government Act 1993:*

- *Carrying out sewerage work*
- *Carrying out stormwater drainage work*
- *Carrying out water supply work*
- *Solid Fuel Heating Device*

## **ADVICE TO APPLICANT**

- 1 *The above consent is not an approval to commence work or to carry out any structural work. A Construction Certificate must be obtained before any work is carried out to implement the above consent. Also the applicant is not relieved of any obligation to obtain an approval required under any other Act.*
- 2 *This Notice of Determination does not remove the applicant's obligation to obtain approvals required by any other legislation.*
- 3 *Section 97 of the Environmental Planning and Assessment Act 1979 confers on the applicant who is not satisfied with determination of the consent authority a right of appeal to the Land and Environment Court exercisable within 6 months of receipt of this notice.*
- 4 *Any person who contravenes this Notice of Determination of the above consent shall be guilty of a breach of the Environmental Planning and Assessment Act, 1979, and shall be liable to a monetary penalty and/or a restraining order which may be imposed by the Land and Environment Court.*

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- 5 *The applicant should be aware of the provisions of the Disability Discrimination Act 1992. This Act imposes responsibilities additional to planning legislation.*
- 6 *Prior to commencing works on site, Telstra's "Dial Before You Dig" should be contacted by phoning 1100 (follow the prompts) and provide the following details:*
- *Street name and number;*
  - *Side of street (north side, east or west);*
  - *Distance to nearest cross street*
- 7 *Section 82A of the Environmental Planning and Assessment Act 1979 confers on the applicant the right to request Council to conduct a Review of this Notice of Determination within 6 months of receipt of this notice.*

*Moved and declared carried by: Administrator W Tuckerman*

17/17 – CONSERVATION ACTION PLAN – MURRUMBURRAH COURT HOUSE, ALBURY STREET, MURRUMBURRAH

*17/21 RESOLVED:*

*That Council adopt the Conservation Action Plan – Murrumburrah Court House prepared by High Ground Consulting, August 2016.*

*Moved and declared carried by: Administrator W Tuckerman*

17/18 – CONSERVATION MANAGEMENT STRATEGY TRINITY CENTRE, ALBURY STREET, HARDEN

*17/22 RESOLVED:*

*That Council adopt the Conservation Management Strategy – Trinity Centre prepared by High Ground Consulting, December 2016.*

*Moved and declared carried by: Administrator W Tuckerman*

17/19 – CONSERVATION MANAGEMENT PLAN – BLACKGUARD GULLY, YOUNG

*17/23 RESOLVED: that Council;*

1. *Adopt the Conservation Management Plan – Blackguard Gully prepared by High Ground Consulting, July 2016;*
2. *Appoint a suitably qualified person to assist with the preparation of the plan of management in accordance with the recommendations of the Conservation Management Plan;*
3. *Request the Young LRC to nominate a community member to be part of the Community Reference Group (CRG); and*

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General Manager

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Administrator

# HILLTOPS COUNCIL ORDINARY MEETING MINUTES

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4. *Request the Abacus Working Party to nominate a member to be part of the Community Reference Group (CRG).*

*Moved and declared carried by: Administrator W Tuckerman*

17/20 – ENDORSEMENT OF HILLTOPS COUNCIL SECTION 355 SIBELCO VPA STEERING COMMITTEE

*17/24 RESOLVED:*

*That Council defer the report to the 22 March 2017 Council Meeting.*

*Moved and declared carried by: Administrator W Tuckerman*

17/21 – APPLICATION TO AMEND DEVELOPMENT CONSENT NO. 017/2016 FOR SUBDIVISION (ONE INTO TWO LOTS), ALTERATIONS AND ADDITIONS TO THE EXISTING DWELLING AND A NEW DWELLING AT LOT 1 DP 15726, 28 DRY STREET, BOOROWA

*17/25 RESOLVED:*

*That Council defer the report to the 22 March 2017 Council Meeting.*

*Moved and declared carried by: Administrator W Tuckerman*

17/22 – PLAN OF ACTION FOR LONG TERM OUTSTANDING DEVELOPMENT APPLICATIONS

*17/26 RESOLVED:*

*That Council receive and note the plan of action for long term outstanding development applications.*

*Moved and declared carried by: Administrator W Tuckerman*

17/23 – DEVELOPMENT APPLICATION STATISTICS FOR DECEMBER 2016/JANUARY 2017

*17/27 RESOLVED:*

*That Council receive and note the status and processing times for development applications, as at 31 January 2017.*

*Moved and declared carried by: Administrator W Tuckerman*

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General Manager

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Administrator

# HILLTOPS COUNCIL ORDINARY MEETING MINUTES

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

17/24 – LAND ACQUISITION FOR ROAD WIDENING PURPOSES AT VARIOUS LOCATIONS AS FOLLOWS:

1. Lot 935 DP 75461 PARISH OF YOUNG, COUNTY OF MONTEAGLE PATERSONS LANE, YOUNG (Owner, William Blackwood)
2. Lot 2 DP 733721 PARISH OF YOUNG, COUNTY OF MONTEAGLE SPRING CREEK ROAD, YOUNG (Owner, Peter Mullany)
3. Lot 542 DP 754611 PARISH OF YOUNG, COUNTY OF MONTEAGLE TUMBLETON LANE, YOUNG (Owner, Charles & Yolanda Mullany)
4. Lot 2 DP 754611 PARISH OF YOUNG, COUNTY OF MONTEAGLE TUMBLETON LANE, YOUNG (Owner, Geoffrey Edgerton)

Applicant: Hilltops Council

*17/28 RESOLVED: that;*

*1) The Seal of the Hilltops Council be applied to the 'Deed of Agreement' for each of the 4 property owners formalising the land acquisition for road widening purposes as follows;*

- I. Lot 935 DP 75461 PARISH OF YOUNG, COUNTY OF MONTEAGLE PATERSONS LANE, YOUNG (Owner, William Blackwood)  
33.5m<sup>2</sup> at a total value of \$13.06 inc GST and fencing cost of \$605 inc GST for a total compensation cost being \$613.06 inc GST.*
- II. Lot 2 DP 733721 PARISH OF YOUNG, COUNTY OF MONTEAGLE SPRING CREEK ROAD, YOUNG (Owner, Peter Mullany)  
298.1m<sup>2</sup> at a total value of \$658.80 inc GST, total compensation cost being \$658.80 inc GST.*
- III. Lot 542 DP 754611 PARISH OF YOUNG, COUNTY OF MONTEAGLE TUMBLETON LANE, YOUNG (Owner, Charles & Yolanda Mullany)  
24.4m<sup>2</sup> at a total value of \$20.52 inc GST, total compensation cost being \$20.52 inc GST.*
- IV. Lot 2 DP 754611 PARISH OF YOUNG, COUNTY OF MONTEAGLE TUMBLETON LANE, YOUNG (Owner, Geoffrey Edgerton)  
80m<sup>2</sup> at a total value of \$26.37 inc GST and fencing cost of \$330 inc GST for a total compensation cost being \$356.37 inc GST.*

*2) The following terms of compensation be applied;*

- a. Council meeting the cost for the preparation of plan of subdivision;*
- b. Council meeting all legal costs;*
- c. Council purchasing the area of land at its pro-rata rateable value;  
and*
- d. Council meeting the cost of any fencing required.*

*Moved and declared carried by: Administrator W Tuckerman*

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General Manager

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Administrator

# HILLTOPS COUNCIL ORDINARY MEETING MINUTES

22 February 2017, commencing at 5.50 PM

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17/25 – SPECIAL EVENT – LAMBING FLAT CHINESE FESTIVAL, LYNCH STREET (BETWEEN BOOROWA STREET and CLOETE STREET) YOUNG, SATURDAY, 25 MARCH 2017 - Applicant: Hilltops Council

**17/29 RESOLVED:**

*That approval is granted for the Lambing Flat Chinese Festival Special Event to be held on Saturday, 25 March 2017 as follows;*

- 1. The temporary road closure of Lynch Street (between Boorowa Street and Cloete Street) and Rosemary Lane from the rear of the Telstra Telephone Exchange to Zouch Street be implemented with a detour through the Young Services Club car park for traffic flow in Rosemary Lane east of Main Street. Cover the 'No Entry' and 'One Way' signs at the Zouch Street end of Rosemary Lane to permit business operators to access the rear of their premises for the duration of the event;*
- 2. Council will assist by providing installation and removal of TCP, barricades and signage for temporary road closures and vehicle detours;*
- 3. Business operators are to be kept informed of the Special Event arrangements;*
- 4. Notification of event be placed in local media for two consecutive Thursday's together with an editorial by the Economic Development and Tourist Officer to be published prior to the temporary closure of the Lynch Street event area;*
- 5. Roads and Maritime Services and NSW Police Force approval being granted and specific conditions form part of the approval and be adhered to;*
- 6. Any directions given by NSW Police Force be adhered to; and*
- 7. The area shall be kept clean and tidy during the event and at its completion.*

*Moved and declared carried by: Administrator W Tuckerman*

17/26 – SPECIAL EVENT – COUNTRY EDUCATION FOUNDATION of BOOROWA PIG PUSH FUNDRAISER, BOOROWA to ORANGE, SUNDAY, 26 MARCH 2017.  
Applicant: Country Education Foundation of Boorowa

**17/30 RESOLVED:** *that;*

*Approval is granted for the Country Education Foundation of Boorowa 'Pig Push' Special Event to be held on Sunday, 26 March 2017 as follows;*

- 1. The event route shall not deviate from the following route;*
  - Pudman Street (adjacent to IGA Supermarket) to Long Street (1.29km);*
  - Long Street from Pudman Street to Rugby Road (230m);*
  - Rugby Road to Frogmore Road (15km);*
  - Frogmore Road to Wyangala Road (RR576) (45.70km);*

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General Manager

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Administrator

## HILLTOPS COUNCIL ORDINARY MEETING MINUTES

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- *Wyangala Road (RR576) to Lachlan River/Hilltops Council LGA (3.45km)*
- 2. *The organisation have a Public Liability Insurance policy for a minimum amount of Twenty Million Dollars (\$20,000,000) that has indicated on the policy that Hilltops Council, Roads and Maritime Service and NSW Police Force are noted as Interested Parties. A Certificate of Currency shall be provided to Council prior to the Special Event outlining these requirements;*
- 3. *A temporary road closure shall be implemented for Pudman Street between Marsden Street and Market Street for the east bound lane marshalling starting area of the event. A signposted detour via Marsden Street, Queen Street and Market Street to be implemented by Council;*
- 4. *The trolley that the manufactured pig is to be fastened to shall have a braking system that is operational for both uphill and downhill travel. This will ensure that the trolley will not travel freely;*
- 5. *The escort support vehicles shall be fitted with signage and amber flashing lights are to be installed to provide clear warning for oncoming motorists;*
- 6. *The runners and support escort vehicles are to show caution at locations where conflict with motorists may occur ie: squeeze points, horizontal curves and intersections;*
- 7. *The runners are to wear high visibility coloured clothing;*
- 8. *Roads and Maritime Services and NSW Police Force approval being granted and specific conditions form part of the approval and be adhered to;*
- 9. *Any directions given by NSW Police Force be adhered to; and*
- 10. *Any waste generated by the Special Event shall be discarded of in a correct manner.*

*Moved and declared carried by: Administrator W Tuckerman*

### 17/27 – PROPOSED TREE REMOVAL

*17/31 RESOLVED:*

*That Council, approve the preferred management option being option 3 – removal of the tree as it negates any public risk issues and allows for faster tree establishment and improvement to the streetscape.*

*Moved and declared carried by: Administrator W Tuckerman*

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General Manager

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Administrator

# HILLTOPS COUNCIL ORDINARY MEETING MINUTES

22 February 2017, commencing at 5.50 PM

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

## CORRESPONDENCE FOR ATTENTION

*17/32 RESOLVED:*

*That the balance of correspondence be noted.*

*Moved and declared carried by: Administrator W Tuckerman*

## COUNCIL COMMITTEE REPORTS

◆ ELECTRONIC MEETING MINUTES - HILLTOPS COUNCIL TRAFFIC COMMITTEE - 12 JANUARY 2017 TO 20 JANUARY 2017

*17/33 RESOLVED:*

*That Council endorse the recommendations from the Hilltops Council Traffic Committee Meeting Minutes – 12 January 2017:*

SCHOOL BUS ROUTE ASSESSMENT – ALTERATION TO EXISTING SCHOOL BUS ROUTE TO ACCESS MADINAH COLLEGE 14-16 LACHLAN STREET, YOUNG. APPLICANT: BILLS BUS SERVICE, YOUNG NSW (GREENTHORPE SCHOOL BUS ROUTE)

- 1. Approve the proposed alteration to Bill's Bus Service (Greenthorpe school bus route) to access the school site at 14-16 Lachlan Street as per route diagrams; and*
- 2. Approve the installation of a School Bus Zone regulatory signage for the frontage of 14-16 Lachlan Street between the two driveway entrances for the AM (8:00 - 9:30) and PM (2:30 - 4:00) time periods.*

*Moved and declared carried by: Administrator W Tuckerman*

◆ REGIONAL ARTS & CULTURAL COMMITTEE – 31 JANUARY 2017

*17/34 RESOLVED:*

*That Council endorse the recommendations from the Regional Arts & Cultural Committee Meeting Minutes – 31 January 2017 as a block:*

## ELECTION OF CHAIRPERSON

- 1. That James Cronin be appointed as Chair of the committee; and*
- 2. That John Horton be appointed as Deputy Chair of the committee.*

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General Manager

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Administrator

# HILLTOPS COUNCIL ORDINARY MEETING MINUTES

22 February 2017, commencing at 5.50 PM

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

## MEETING REGULARITY AND ROTATION

*That the schedule of meetings and locations for 2017 will be as follows:*

*18 April      Boorowa  
18 July        Harden  
17 October    Young*

*It is intended that the Regional Arts & Cultural Meetings will occur on the third Tuesday of a month.*

*Further meeting dates to be reviewed at the April meeting*

*Meetings to commence at 5.30pm*

## 17/03 – REVIEW AND ACCEPTANCE OF CONSTITUTION – INCLUDING PREPARING SCHEDULE

*That; the Schedule be adopted by Council to reflect the objectives of the Hilltops Council Regional Arts & Cultural Committee.*

*Moved and declared carried by: Administrator W Tuckerman*

## ◆ IMPLEMENTATION ADVISORY GROUP – 8 FEBRUARY 2017

*17/35 RESOLVED:*

*That Council endorse all recommendations in Implementation Advisory Committee Minutes, 8 February 2017.*

*Moved and declared carried by: Administrator W Tuckerman*

## ◆ HILLTOPS ENVIRONMENTAL INITIATIVES COMMITTEE – 13 FEBRUARY 2017

*17/36 RESOLVED:*

*That Council endorse all recommendations in Hilltops Environmental Initiatives Committee Minutes – 13 February 2017.*

## MEETING REGULARITY AND ROTATION

*That the schedule of meetings and locations for 2017 should be set as follows:*

*6 APRIL – Boorowa  
6 JULY - Harden  
5 OCTOBER – Young*

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General Manager

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Administrator

# HILLTOPS COUNCIL ORDINARY MEETING MINUTES

22 February 2017, commencing at 5.50 PM

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

*It is intended that the Regional Environmental Initiatives Meetings will occur on the first Thursday of a month.*

*Further meeting dates to be reviewed at the April meeting.*

*Meetings to commence at 8am.*

## REVIEW AND ACCEPTANCE OF CONSTITUTION – INCLUDING PREPARING SCHEDULE

*That the Schedule be adopted by Council to reflect the objectives of the Hilltops Environmental Initiatives Committee.*

*Moved and declared carried by: Administrator W Tuckerman*

## ◆ REGIONAL ACCESS COMMITTEE – 15 FEBRUARY 2017

*17/37 RESOLVED:*

*That Council endorse all recommendations in Regional Access Committee Minutes – 15 February 2017.*

## ELECTION OF CHAIRPERSON

*That John Walker be appointed as Chair of the Regional Access Committee.*

## MEETING REGULARITY AND ROTATION

*That the schedule of meetings and locations for 2017 should be set as follows:*

*12th APRIL – Boorowa*

*12th JULY - Harden*

*11th OCTOBER – Young*

*It is intended that the Regional Access Meetings will occur on the second Wednesday of a month and Meetings to commence at 4pm.*

## REVIEW AND ACCEPTANCE OF CONSTITUTION – INCLUDING PREPARING SCHEDULE

*That; the Schedule be adopted by Council to reflect the objectives of the Hilltops Council Regional Access Committee.*

*Moved and declared carried by: Administrator W Tuckerman*

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General Manager

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Administrator



# HILLTOPS COUNCIL ORDINARY MEETING MINUTES

22 February 2017, commencing at 5.50 PM

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## ◆ HILLTOPS COUNCIL LOCAL EMERGENCY MANAGEMENT COMMITTEE – 1 FEBRUARY 2017

*17/38 RESOLVED:*

*That Council endorse all recommendations in Hilltops Council Local Emergency Management Committee Minutes – 1 February 2017.*

*That the Hilltops LEMC charter be accepted.*

*Moved and declared carried by: Administrator W Tuckerman*

## ◆ RESCUE COMMITTEE – 1 FEBRUARY 2017

*17/39 RESOLVED:*

*That Council endorse all recommendations in Rescue Committee Minutes – 1 February 2017.*

*That the Hilltops Rescue Committee charter be adopted.*

*Moved and declared carried by: Administrator W Tuckerman*

## ◆ HARDEN LOCAL REPRESENTATIVE COMMITTEE – 1 FEBRUARY 2017

*17/40 RESOLVED:*

*That Council endorse all recommendations in Harden Local Representative Committee Minutes – 1 February 2017.*

*That Council make a donation of \$500.00 to the Jugiong Writer's Festival to be funded by left over funds from the Harden Community Grants.*

*Moved and declared carried by: Administrator W Tuckerman*

*17/41 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

# HILLTOPS COUNCIL ORDINARY MEETING MINUTES

22 February 2017, commencing at 5.50 PM

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

## CLOSED COUNCIL

### 17/28 – EXCLUSION OF THE PRESS AND PUBLIC

17/42 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

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General Manager

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Administrator

# HILLTOPS COUNCIL ORDINARY MEETING MINUTES

22 February 2017, commencing at 5.50 PM

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

## GENERAL MANAGERS CLOSED REPORTS

### 17/29 – ASSESSMENT OF TENDER - IWCM STRATEGY

*17/43 RESOLVED:*

*That Council award the Hilltops IWCM Strategy Contract (Ref. Quotation 305 of 2017) to Public Works Advisory for \$196,222 ex. GST.*

*Noting: Council contribution will be \$77,349 and State Government contribution will be \$118,873. The amount of \$77,349 is allowed for in the current budget.*

*Moved and declared carried by: Administrator W Tuckerman*

### 17/30 – TENDER ASSESSMENT REPORT – SUPPLY AND DELIVERY – BITUMINOUS MATERIALS

*17/44 RESOLVED: that Council;*

- 1. establish a panel contract for the supply and delivery of bituminous materials between February 2017 and 30 June 2018 with the following suppliers:
  - *Bituminous Products Pty Ltd; and*
  - *Fulton Hogan Industries Pty Ltd**
- 2. note the option to extend this contract for a further twelve-month period ending 30 June 2019, subject to satisfactory performance of the Supplier(s)*

*Moved and declared carried by: Administrator W Tuckerman*

*17/45 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, 22 March 2017, commencing at 5.30pm.

### TERMINATION

There being no further business the meeting closed 6.25pm.

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General Manager

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Administrator