



ORDINARY MEETING OF COUNCIL

held on

Wednesday, 27 July 2016

at

3:00pm

at

Walcha Council Chambers

PRESENT: Clr JM Archdale (Chairman) Mayor together with Councillors KW Ferrier, WJ Heazlett, L Levingston, CM Lyon, SJ Schmitter, RS Thomson and MJ Woods.

IN ATTENDANCE: Mr JG O'Hara, General Manager, Mr R Ranjit, Director – Engineering Services, and Mrs LJ Latham, Environmental Services Manager.

1. APOLOGIES:

Nil.

MINUTES



2. CONFIRMATION OF THE ORDINARY MEETING MINUTES HELD ON WEDNESDAY, 29 JUNE 2016:

1 **RESOLVED** on the Motion of Councillors Ferrier and Levingston that the Minutes of the Ordinary Meeting held on Wednesday, 29 June 2016, copies of which have been distributed to all members, be taken as read and confirmed a **TRUE** record.

3. BUSINESS ARISING

Nil.

4. DECLARATIONS OF INTEREST

Nil.

5. MAYORAL MINUTE

2 **RESOLVED** on the Motion of Mayor Archdale that the following Mayoral Minute be **ADOPTED** by Council.

Councillors today is a very significant meeting for this Council as it is the last prior to being placed into Caretaker Mode for the upcoming Local Government Elections on 10 September 2016.

It is therefore very appropriate to reflect on some of the achievements of this Council and our support of, and partnerships with, community organisations over the last four years.

2012 – 2016

- ◆ The introduction of Rural Addressing
- ◆ Completion of the Hi-Cub Project along the river banks.
- ◆ Green Gully Track winning a State Tourism Award.
- ◆ Introduction to flexible working conditions for indoor staff.
- ◆ A submission by Walcha to the Regional Development of Australia Fund for Thunderbolts Way resulting in a total of \$5.12m being spent on the road by Gloucester, Uralla and Walcha Councils.
- ◆ Meeting with Assistant Police Commissioner to ensure the Walcha Road Police Station, police numbers and vehicles were maintained.
- ◆ The completion of the Woolbrook Bridge in collaboration with Tamworth Regional Council.
- ◆ The Office of Local Government conducted a Promoting Better Practice Review Program.
- ◆ Walcha Preschool gained a rating of “Exceeding National Quality Standards” through the National Quality Standards Assessment and Rating process, an outstanding result.



- ◆ Library visits increased by 120% due to changes in opening hours and exceptional staffing.
- ◆ Walcha Local Health Committee won the Best Presented Annual Report in the Hunter New England Health District.
- ◆ The upgrade of the Aboriginal section of the Cemetery and construction of the Reflection area.
- ◆ Council supports the beginning of a Growers Market through sponsorship.
- ◆ Council became a member of the Country Mayors Association.
- ◆ Roads to Recovery grant trebling for the 2016 & 2017 financial years to around \$1.2 million per year.
- ◆ \$600,000 for improvements to local water infrastructure.
- ◆ \$1.1 million for widening of the Bergen Bridge and testing of all bridges in the Council area.
- ◆ Walcha won the Arts NSW Regional Acquisition prize of \$20,000 worth of art from Sculptures by the Sea exhibition.
- ◆ In partnership with Rotary, the installation of exercise equipment on the river banks walk.
- ◆ Re-establishment of the Alcohol Free Zone at the Skate Park.
- ◆ Funding to improve both Nowendoc and Woolbrook Landfill sites.
- ◆ The completion of the successful pilot program for Namoi Joint Organisation.
- ◆ Withdrawal from the New England Group of Councils.
- ◆ \$100,000 from the member of New England to conduct a water security feasibility study.
- ◆ The implementation of the Replacement and Rehabilitation Bridge Program.

These are just a few and I acknowledge that they are not all politically significant, not all of regional importance but very indicative of the fibre of this community.

Overriding all of this however has been the Reform of Local Government and our constant frustration with Council being in “marching time” mode. The time involved in a process that began very positively and ended up after five years to become a retaliatory process with constantly moving goal posts and options of the way forward such as the Rural Council model being obliterated was frustrating to say the least. As I have stated previously the process of reform has been a good thing for Walcha Council. We have stood up and faced the challenges head on by making internal structural changes, proactively seeking and implementing best practice strategies, addressing with vigour the Asset Management Plan and have engaged with our community throughout the entire four years. We did what the reform process was looking for and we did it well by posting a \$1.2 million surplus in the 2015 year and a similar surplus will be confirmed for the 2016 year. Our success in avoiding the merger proposals with Tamworth or Armidale is down to three things: the passion and unrelenting support of our community; the determined and persistent support of our local members Kevin Anderson and Barnaby Joyce and the hard work and resilience of Walcha Council.

The future of Walcha Council, I believe will rely heavily on the success of the Namoi Joint Organisation as this is where we will gain further efficiencies and capacity. The recent resolution of Armidale Regional Council seeking membership of Namoi Joint Organisation



and intention to create a “Northern Inland” Joint Organisation bringing in New England Councils stretching to Tenterfield is of great concern and one which this Council needs to monitor with gusto.

However, the platform is now set for the newly elected Council in September to get back to business, to look at attracting business, increasing tourism, enhancing the Open Air Gallery, investigate the possibility of new festivals, work in partnership to develop the old hospital site, make crucial decisions on securing the water supply, enjoy spending the additional grant funding on our roads and bridges. The next four years will be exciting times and with the recent Federal election and the resounding win by Barnaby Joyce retaining the seat of New England, Walcha is assured of continued strong support and I believe at the grater level Australia will now settle into a calmer more productive phase.

As I will be on leave for the final meeting of this Council in August this is my last meeting after nearly 16 ½ years as a Councillor and four years as Mayor. I wish to acknowledge each and every one of you that has contributed your time, energy and commitment to this Council and to the people that you represent. As Councillors it is our duty to commit the time required to do this job well, the responsibility is too great and the decisions made too important not to. The retirement of at least four councillors: Maria Woods, Robert Thomson, Scott Schmutter and myself will pave the way for new energy, new ideas and a reinvigorated Council.

I also thank Walcha Council in its entirety. To the General Manager Jack O’Hara who has done an amazing job keeping the everyday wheels in motion through an incredibly difficult time. Overseeing the retirement of Directors, Gerry Moran and Steve McCoy, who were both here in excess of 20 years along with other significant staffing changes, is challenging to say the least. Jack’s loyalty to this organisation has been outstanding and I thank him for his commitment, knowledge and support, not just to Councillors and to me, but to each and every employee and volunteer of Walcha Council. To the Director – Engineering Raju Ranjit and Manager – Environmental Services Lacey Latham, thank you for your new directions and dedication to your positions and I wish you well for long and rewarding careers here in Walcha. To the employees of Walcha Council thank you. It is your job to provide the services to our community from the minute they turn on a tap, go for a swim, drive on a road, play in the park or sporting grounds, exercise, or just go for a walk and enjoy the art, you make all this and so much more possible. Local Government is grass root service delivery and you do it incredibly well.

To Deputy Mayor Scott Schmutter I congratulate you on you ability to bring rationale and wisdom to your position and fellow Councillors again, thank you for your hard work, commitment and most importantly, your friendship. I wish Councillors who are contesting the September elections all the very best as I do the newly formed Council.

I am humbled by the support, trust and loyalty shown to me as Mayor of Walcha, thank you.



6. SENIOR OFFICERS REPORT

3 **RESOLVED** on the Motion of Councillors Levingston and Lyon that the Senior Officers' Reports be **RECEIVED** for further consideration.

6.1 Proposed Changes to Organisational Structure WO/2016/01198
10.3 Minutes of the Walcha Council Staff Consultative Committee Meeting held on Thursday, 14 July 2016 WO/2016/01182

These two Agenda items were discussed together as they are linked.

4 **RESOLVED** on the Motion of Councillors Schmutter and Levingston that Council:

- ◆ Alter the Project Manager position to Asset Technical Officer in the Organisational Structure.
- ◆ Alter the Bridge Supervisor position to the Bridges/Drainage Supervisor in the Organisational Structure.
- ◆ Alter the position Supervisor Projects to Supervisor – Regional Roads in the Organisational Structure.
- ◆ Add the position of Small Plant Operator to the Organisational Structure.
- ◆ Add the position of Assistant Storeman/Labourer to the Organisational Structure.

5 **RESOLVED** on the Motion of Councillors Ferrier and Lyon that Council **ADOPT** the Leaseback of Council Vehicles Policy as presented.

ADMINISTRATION POLICIES

Lease Back of Council Vehicles Policy



Introduction

The purpose of this policy is to:

- *Establish a set of parameters for the use of Council owned motor vehicles by Councillors and staff;*
- *Provide a framework for the selection, management and replacement of these motor vehicles.*

Definitions:

Responsible Officers – are those officers approved by the General Manager to have Private or Commuter Use of a Council owned motor vehicle. *Responsible Officers also include the Mayor and General Manager.*

Private Use – allows for the use of council owned motor vehicle by Responsible officers for non work related travel as part of their terms and conditions of employment. *Private Use vehicles fully maintained (including fuel) and comprehensively insured.*

Commuter Use – allows for Responsible Officers to travel between home and the worksite/ workplace (taking the most direct route) using a Council owned motor vehicle as described in this policy. *Commuter Use vehicles are to be marked, fully maintained (including fuel) and comprehensively insured.*



Lease Back Payment – the after tax payroll deduction (including GST) as determined by the General Manager in relation to Private Use of the Council owned motor vehicle.

Fringe Benefits Tax (FBT) – tax payable by Council on the grossed up value of the vehicle provided. This tax may be reportable on the Employee Payment Summary and is reduced or fully offset by Lease Back Contributions.

1. Staff Access to Motor Vehicles

Council vehicles are available to all eligible members of Council (staff and councillors) for work related and authorised purposes during business hours of Council. During business hours all Council vehicles are considered as available for “pooled use”.

2. Entitlement

Entitlement to a motor vehicle will follow the requirements of the Local Government (State) Award 2010 as a minimum and may be based upon:

- The provision of a motor vehicle as part of a negotiated remuneration package;
- The provision of a motor vehicle as a ‘job facility’, eg positions which involve significant travel on behalf of the Council in fulfilling normal working requirements;
- The provision of a motor vehicle as a discretionary benefit for positions where it is considered appropriate to provide a Council vehicle;
- The provision of a motor vehicle as an incentive to attract and/or retain an employee;
- Any exceptions to entitlement needing the approval of the General Manager;
- Any employee affected by a redeployment situation will have the ‘entitlement’ to a vehicle assessed in terms of their original conditions of employment. In a redeployment situation, Council may terminate this agreement in accordance with the Local Government State Award for conditions of employment;
- Employees must possess a current Australian Driver’s Licence. Should any employee be disqualified from holding a driver’s licence for any reason, they will be removed from the private use scheme and will not be permitted to drive any Council vehicle during the period of disqualification;
- Employees will be required to complete a detailed log book of both business and private kilometres travelled. This will allow Council to determine the usage charge for private travel and allow Council to choose the most cost effective FBT calculation method to be applied to the vehicle. The log book must be completed for a minimum three (3) month period when the normal usage for a vehicle changes or as required by the General Manager. This clause does not apply to vehicles that are Commuter Use only.

3. Private Use Scheme

Motor Vehicle Allocation by Group

Table 1

| LEVEL | RESTRICTIONS | EMPLOYEE CONTRIBUTIONS |
|--|---|--|
| GROUP 1 General Manager | Nil | Nil – vehicle forms part of salary package |
| GROUP 2 Directors / Executive Managers | Fuel to be reimbursed for private travel outside Walcha Council area and during leave periods | Nil – vehicle forms part of salary package |
| GROUP 3 Non Executive Managers (above) | Fuel to be reimbursed for long private trips and during leave periods | Sedans / 2WD \$100 pw Utes / 4WD \$120 pw |



| | | |
|-----------------------------------|-------------------|-----------------------------------|
| Grade 9) | | |
| GROUP 4 Other Employees | Commuter Use only | Nil - No private usage of vehicle |

General Conditions

The vehicle will be available for Council use during working hours except when the Lessee is absent on approved paid leave or other approved absence. Use of the vehicle during working hours remains at the discretion of the Director - Engineering Services (DES) or General Manager.

Groups 1, 2 & 3 Lessees are entitled to full private use, subject to conditions in as per Table 1. Council is responsible for all costs including registration, insurance, maintenance, fuel or other expenditure approved by Council.

Council recognises that where an employee is granted full private use of a vehicle, this vehicle in many cases becomes that employee's family vehicle. Accordingly, Lessees are entitled to grant permission for other persons to drive the Council vehicle whilst on private use provided such person(s) hold a current driver's licence and is:

- The partner of the Lessee who permanently resides with the Lessee; or
- Another suitably licensed person may also drive the vehicle only where the Lessee and /or partner is a passenger in the vehicle.

Group 4 Lessees are entitled to Commuter Use as defined. Council is responsible for all costs including registration, insurance, maintenance, fuel or other expenditure approved by Council. Commuter use does not include:

- Transportation of family members or members of the public unless for work related purposes;
- Transportation of other Council employees to and from work;
- Visits to private or non-work related locations other than the odd occasion (such as stopping at a shop on the way home via the direct route); and

Council vehicles are not permitted in any car rally or competition, or to be used for any commercial purpose outside of Council's own operations. Where a Lessee has obtained approval to have full private use of a Four Wheel Drive (4WD) vehicle, only appropriate recreational use of the vehicle is permitted. Appropriate off road use can be defined as utilising the vehicle only where access is provided by either a marked track/trail (eg camping ground access, fire trail, dirt roads), or where vehicular access is specifically allowed (eg beach driving). Where inappropriate private use of a 4WD results in damage to the vehicle, the Lessee will be responsible for all repair costs incurred.

Lessees may retain the use of the lease back vehicle for no more than four weeks annual leave per annum and a maximum of two weeks per annum of other forms of paid leave where the lease back of the vehicle is considered to be a discretionary benefit.

If an employee has been placed on workers compensation and provided that the appropriate lease back fee is still being paid, the allocation of a vehicle for private use is limited to four weeks. This period may be extended under the authority of the General Manager, where a workplace program has been established for the employee's return to work.

Any form of 'Leave Without Pay' taken by the Lessee, Council will require the motor vehicle to be returned to the Director - Engineering Services for general Council use (unless otherwise approved by the General Manager in writing).

Lessees absent at Conferences and Training, or overseas, where the vehicle is not required, may have to return the vehicle to the DES for retention in the Pool for general use during such periods or for allocation on a temporary



basis to the Employee acting in the Lessee's position. Allocation for an Employee acting in the role will only be granted on the basis that the Employee makes the appropriate lease back payment. Lease back payments will cease during periods of leave of one week or more, where the Lessee does not have the vehicle. Adjustments to lease back payments will only be made following appropriate notification to the Finance Department.

Council may rotate the use of vehicles with the objective of ensuring that otherwise low mileage vehicles travel sufficient distances to reduce the level of FBT percentages for calculation of tax payable.

A Council vehicle may not be used for private purposes unless and until a formal agreement has been signed by both parties.

Employee Contributions

Lessees will be required to enter into a Lease Back Agreement with Council. The amount proposed will be reviewed annually as part of the budget process and Lessees will be given notice in accordance with the Local Government State Award requirements as a minimum of any change to the level of contribution. The amount will be deducted from post-tax salary and will include GST.

Lessees utilising a utility with a carrying capacity of less than one tonne on a Commuter Use basis only and who live in the Walcha Local Government Area are not required to make a contribution towards the running cost of the vehicle. This is reflective of the fact that these vehicles do not incur an FBT liability, and the Lessee is assisting Council in the garaging and general maintenance of the vehicle.

Fuel receipts for personal travel should be kept and handed to the Finance Department after 31 March each year to reduce the FBT liability for the vehicle.

Vehicle Options & Accessories

Vehicle accessories that are not required for business/operational purposes are not permitted given that their capital and FBT cost is often not recouped at sale or trade-in.

All vehicles provided under Lease Back arrangement may be fitted with the following standard accessories where available, and where they contribute to the safety and protection of the vehicle and/or driver:

- *Floor mats (front & rear);*
- *Mudflaps (front & rear);*
- *Air-conditioning;*
- *Anti-lock braking system (ABS);*
- *Cruise Control;*
- *Metallic or pearl paint.*

Council may fit additional accessories if they are required for safety or operational reasons.

Insurance

An excess of up to \$500 payable by the Lessee will apply to all 'at fault or deemed at fault' accidents relating to private use in any twelve (12) month period, regardless of the number of vehicles held by the Lessee during that period. This will be assessed by the General Manager on a case by case basis and the excess will be payable by the Lessee in situations where the Lessee is found to be negligent.

Where the driver of a vehicle in an accident has Commuter Use only, and the accident occurred outside the Lessee's lease parameters (eg driving on the weekend), the full cost of repairs will be levied on the Lessee.

Damage to Council vehicles whilst being officially used during bush fires, flood or other dangerous conditions would be deemed to be work related and Council would be liable for any excess.

If the Lessee, or any other person the Lessee allows control of the vehicle other than an authorised officer of Council for Council business, is convicted of a drink driving offence or other drug related offence in association with an accident involving the vehicle, the Lessee will pay the costs of associated repairs to the vehicle if Council's insurer refuses liability. The term 'an authorised officer' does not include the Lessee under this clause.



All Lessees are required to fully co-operate with any insurance related incidents or investigations.

The Lessee's personal items in the vehicle are not covered under the Council's insurance policy.

Non Compliance

Should the employee not comply with any of the clauses of this Agreement, the General Manager reserves the right to terminate the Agreement on immediate notice if considered necessary, or by giving fourteen (14) days written notice in other circumstances.

Termination of Lease Back

Upon the employee ceasing to be an employee of Council, or having this Agreement terminated by the General Manager, the vehicle, keys, fuel card (if issued) and any other associated items shall be returned to Council forthwith and all expenses and obligations of the employee shall be paid prior to termination of services. This agreement shall terminate on the employee's last active day of service with Council. Active service shall be deemed to exclude annual, sick or long service leave, accumulated time in lieu, other leave or public holidays following the employee's last day at work.

In addition, should an employee change position within Council, it will remain the General Manager's discretion as to whether a vehicle agreement is offered if the new position does not have a vehicle attached to it.

Lease Back Agreement Variation

Council reserves the right to vary the terms and conditions of this Agreement subject to three (3) months written notice.

4. Maintenance of Motor Vehicle

Vehicles are to be maintained in a condition that reflects Council in a positive manner, ie clean, tidy and well maintained. It is the responsibility of each employee allocated a vehicle to ensure that it is serviced and cleaned regularly in consultation with the employee's Supervisor/Manager and the Director - Engineering Services. It is the employee's responsibility to present the vehicle for service and maintenance upon request by the DES.

Lack of care of the vehicle by the employee will result in the vehicle being withdrawn. Circumstances that lead to the withdrawal of the vehicle as a result of lack of care shall be enforced through a process of written warnings. The vehicle will be withdrawn at the third written notification. Regular inspection of vehicles will be undertaken, and where a request to clean the vehicle is not acted upon within three (3) days, Council may have the vehicle cleaned and detailed, and the cost may be charged to the employee.

Note – during periods of water restrictions the outside of the vehicle may not be cleaned.

Employees should notify the DES of all defects in the operation of the vehicle within three (3) days of the incident occurring or damage to the vehicle being identified, however minor. The may entail the completion of a damage report.

5. Emergency Repair to Vehicles

Council vehicles should be repaired where possible at Council's workshop. The DES should be contacted as soon as possible and a decision will be made on where the repairs will be carried out.

The Lessee may authorise urgent repairs, including the replacement of parts, where necessary, in accordance with Council's Financial Delegations Policy. Reimbursement will be made to the Lessee on providing original receipts through the Finance Department. Where the breakdown or damage is of such a nature that the vehicle will be out of operation in excess of two (2) days, the Lessee should contact the DES at the earliest opportunity. The DES will then take responsibility for the action required to recover or repair the vehicle in these cases.

6. Traffic & Parking Infringements

An employee or other authorised driver (as defined) fined for any traffic or parking infringements will be responsible for the payment of the fine. If an employee has his/her licence suspended or cancelled, the employee



must report this immediately to their supervisor. The employee is not permitted to drive any Council vehicle whilst under such suspension or cancellation.

7. Non Smoking

Council's No Smoking Policy shall be observed at all times. There is strictly no smoking in any Council Vehicle or Plant.

8. Use of Fuel Card

It is preferable that all vehicles use the Depot fuel bowsers whenever possible.

If a fuel card has been issued, it should be used at all other times when fuelling Council's vehicles, at any service station which accepts the Fuel Card.

The Fuel Card shall only be used for the purchase of fuel (E10, ULP or Diesel) and oil for Council vehicles. No other purchases are permitted on the fuel card.

The use of the Fuel Card for obtaining bonus points (eg Flybuys Points) is prohibited, as Council will be liable for FBT.

Fuel cards must be surrendered to the DES upon termination of employment. Lost cards must be reported immediately to the DES who will facilitate cancellation of the card.

Employees will be reimbursed for normal running expenses incurred in the provision of the vehicle. Original tax invoices are to be provided to the Finance Department for reimbursement. Any significant expenditure or expenditure other than normal running costs must be approved by the General Manager prior to purchase.

9. Driver Conduct

Drivers must use the vehicle in strict compliance with all applicable federal or state laws. Council staff must not drive Council vehicles if affected by drugs or alcohol.

Staff using a Council vehicle must maintain a respectable standard of vehicle cleanliness, eg remove and dispose of rubbish.

6.2 Purchase of Plant

WO/2016/01197

6 **RESOLVED** on the Motion of Councillors Lyon and Ferrier that Council allocate \$140,000 to purchase the following Plant:

- ◆ Spreadmaster
- ◆ Profiler attachment for Bobcat
- ◆ New S750 or A770 Bobcat Skids Tree

6.3 Installation of Gazebo at Walcha Memorial Baths

WO/2016/01213

7 **RESOLVED** on the Motion of Councillors Schmutter and Levingston that Council approve the installation of a prefabricated Gazebo at the Walcha Memorial Baths with the assistance of the Walcha Rotary Club as per the Plans submitted **FURTHER THAT** Council write to the Walcha Rotary Club formally thanking them for their contribution.



6.4 Entering & Sealing of Rate Book – 2015/2016 Year WO/2016/01153

**6.5 Initial Reconciliation of Valuations to Rates Levied 2016/2017
WO/2016/01153**

8 **RESOLVED** on the Motion of Councillors Ferrier and Levingston that the Common Seal be affixed to the 2015/2016 Rate Book Reconciliation and be attested to by the Mayor and the General Manager.

9 **RESOLVED** on the Motion of Councillors Ferrier and Levingston that the Common Seal be affixed to the Initial Reconciliation of valuations to rates levied as at the 1 July 2016 and be attested to by the Mayor and the General Manager.

Afternoon Tea

Council adjourned for afternoon tea at 3:25pm and the Meeting resumed at 3:52pm.

**6.6 Committee of the Whole Referral – Legal Action Lehman Brothers
WO/2016/01217**

10 **RESOLVED** on the Motion of Councillors Lyon and Ferrier that, in accordance with the provisions of Section 10 of the Local Government Act, 1993, the matter of “Legal Action Lehman Brothers” be referred to be discussed in Committee of the Whole for the reason that it relates to advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional.

COMMITTEE OF THE WHOLE

11 **RESOLVED** on the Motion of Councillors Lyon and Ferrier that Council resolve into Committee of the Whole and that the press and public be excluded from the entire proceedings of the Meeting of the Committee of the Whole for the reason that it relates to advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional.

12 The Meeting resumed in **OPEN** Council on the Motion of Councillors Ferrier and Levingston.

The Mayor reported whilst in Committee of the Whole the following matters were discussed.

PRESENT: Present and IN Attendance were the same as listed in the Minutes of the Ordinary Meeting with the exception of the press and the public.



2.1 Lehman Brothers Special Financing (LBSF) Release Agreement and ANZ Banking Deed of Release. WINT/2016/01581

The Committee **RECOMMENDED** on the Motion of Lyon and Ferrier that Council authorise the General Manager, John Gregory O’Hara, to sign the Release Agreement with Lehman Brothers Special Financing and the Deed of Release with ANZ Banking **FURTHER THAT** Council approve the affixing of the Common Seal to all necessary documentation **STILL FURTHER THAT** the affixing of the Common Seal be attested to by the Mayor and the General Manager.

ADOPTION OF COMMITTEE OF THE WHOLE

13 **RESOLVED** on the Motion of Councillors Levingston and Thomson that the Report and Recommendations of the Meeting of the Walcha Council Committee of the Whole held on Wednesday, 27 July 2016 be **ADOPTED** by Council.

The Chairman publicly declared the recommendations passed by the Committee whilst in Committee of the Whole.

6.7 Stores Stocktake as at 29 June 2016 WO/2016/01220

14 **RESOLVED** on the Motion of Councillors Lyon and Schmutter that stock value adjustments totalling \$783.68 write on be made to inventory items detailed in the schedule **FURTHER THAT** Council formally thank the Storeman on a job well done.

LATE REPORTS:

1. Review of Payment of Expenses and the Provision of Facilities for Mayor, Councillors and Staff Policy WO/2016/01229

15 **RESOLVED** on the Motion of Councillors Levingston and Heazlett that Council place the “Payment of Expenses and the Provision of Facilities for Mayors, Councillors & Staff Policy” on public exhibition inviting public submissions for a period of 28 days as per the Local Government Act, 1993, Section 253(1).

7. NOTICE OF MOTION

Nil.

8. MATTERS OF URGENCY

Nil.



9. MANAGEMENT REVIEW REPORTS

WO/2016/01194

16 **RESOLVED** on the Motion of Councillors Levingston and Lyon that items included in the Management Review Report, numbered 1 to 15 inclusive, be **NOTED** by Council.

10. COMMITTEE REPORTS

10.1 **Minutes of the Walcha Traffic Committee Meeting held in the Council Chambers, Hamilton Street, Walcha on Wednesday 29 June 2016.**

WO/2016/01164

10.2 **Minutes of the Walcha Town & District Beautification & Tidy Towns Committee Meeting held at Council Chambers, Hamilton Street, Walcha on Wednesday, 6 July 2016.**

WO/2016/01160

17 **RESOLVED** on the Motion of Councillors Thomson and Lyon that Council plant the following trees in the following locations in 2016/2017 subject to the available budget:

- ◆ Top end of Middle Street to Plumtree Street (under power line) – Prunus Elvins trees.
- ◆ Top end of Middle Street to Bridge (eastern side) – Pyrus Chanticleer trees.
- ◆ Bridge to Jamison Street (eastern side) – Fraxinus Urbanite trees.

18 **RESOLVED** on the Motion of Councillors Lyon and Thomson that Council replace Japanese Maple tree on South Street, northern end by 12 Irish Strawberry trees.

10.3 **Minutes of the Walcha Council Staff Consultative Committee Meeting held at Council Chambers, Hamilton Street, Walcha on Thursday, 14 July 2016.**

WO/2016/01182

10.4 **Minutes of the Walcha Council Mountain Festival Committee Meeting held at the Council Chambers, Hamilton Street, Walcha on Wednesday, 20 July 2016.**

WO/2016/01216

11. DELEGATE REPORTS

11.1 **Minutes of the Namoi Councils Joint Organisation Meeting held at Walcha Council on Thursday, 7 July 2016.**

WI/2016/03802

THERE BEING NO FURTHER BUSINESS THE CHAIRMAN DECLARED THE MEETING CLOSED AT 4:20PM.