

**MINUTES OF THE ORDINARY MEETING OF THE WALCHA COUNCIL  
HELD IN THE COUNCIL CHAMBERS, HAMILTON STREET, WALCHA ON  
WEDNESDAY, 28 NOVEMBER 2007 COMMENCING AT 1.08PM**

**PRESENT:** Councillor WJ Heazlett (Chairman) Mayor, together with Councillors PR Blomfield, DJ Cross, JM Archdale, KW Ferrier, L Levingston, RS Thomson and MJ Woods.

**IN ATTENDANCE:** Mr JG O'Hara (General Manager), Mr SC McCoy (Director – Engineering Services) and Mr GA Moran (Director – Environmental Services).

**APOLOGIES:** NIL

**CONFIRMATION OF THE ORDINARY MEETING MINUTES OF THE  
WALCHA COUNCIL HELD ON 24 OCTOBER 2007:**

287 **RESOLVED** on the Motion of Councillors Cross and Levingston that Minutes of the Ordinary Meeting of the Walcha Council held on Wednesday, 24 October 2007, copies of which have been distributed to all members, be taken as read and confirmed a **TRUE** record.

**DECLARATIONS OF INTEREST**

Councillor Woods declared a Non Pecuniary Interest in item 10 – Revision of the Terms of Reference for the Namoi Local Government Group – on being a board member of Namoi CMA.

Councillor Blomfield declared an Interest in Late Item 1 – Streetscape Veranda Posts – one of the proposed artists being his niece.

**SENIOR OFFICERS' REPORTS**

288 **RESOLVED** on the Motion of Councillors Levingston and Ferrier that the Senior Officers Reports be received for further information.

**1. REFER FINANCIAL STATEMENTS TO AUDIT** WINT/07/449

289 **RESOLVED** on the Motion of Councillors Ferrier and Levingston that the 2006/2007 Financial Reports be referred to Audit and **FURTHER THAT** a Statement in accordance with Section 413 of the Local Government Act, 1993, be completed and signed by the appropriate signatories.

**2. ACCESS RAMPS TO COMMERCIAL PREMISES** WINT/07/446

290 **RESOLVED** on the Motion of Councillors Woods and Blomfield that Council adopt the following policy for the provision of pedestrian access to private properties:

**MINUTES OF THE ORDINARY MEETING OF THE WALCHA COUNCIL  
HELD IN THE COUNCIL CHAMBERS, HAMILTON STREET, WALCHA ON  
WEDNESDAY, 28 NOVEMBER 2007 COMMENCING AT 1.08PM**

*WALCHA COUNCIL*

*ADMINISTRATION*

*PEDESTRIAN ACCESS TO PRIVATE PROPERTY*

*Objective*

*To maintain a stable and secure financial structure in order to effectively and efficiently deliver services and provide facilities to the community.*

*Corporate Plan - 2.4.1*

*Policy*

*Council shall only provide improved pedestrian access to private property at no cost where the work forms part of a project approved by Council in its current Works Program.*

*All other requests for improved pedestrian access shall be considered as a request for private work and Council's "Private Works" policy shall apply.*

*Reason*

*To clarify the conditions under which Council will meet the cost of improving pedestrian access to private property.*

**3. SEPTEMBER 2007 MANAGEMENT PLAN COST REVIEW**

**WINT/07/485**

291 **RESOLVED** on the Motion of Councillors Archdale and Ferrier that Council adopt the September 2007 Quarterly Management Plan Review **FURTHER THAT** Council approve the variations in Income and Expenditure votes as detailed in the Internal Cost Review.

**4. ORGANISATIONAL STRUCTURE – OUTDOOR STAFF NUMBERS**

**WINT/07/476**

It was **MOVED** Councillor Ferrier **Seconded** Councillor Thomson that Council increase the number of outdoor staff to 43 accounting for one additional position to work on waste and four additional positions for the delivery of engineering and related services.

An Amendment was **MOVED** by Councillor Archdale **Seconded** Councillor Woods that Council increase the number of outdoor staff to 41 permanent employees accounting for one additional position to work on waste and two additional positions for the delivery of engineering and related services **FURTHER THAT** a two

**MINUTES OF THE ORDINARY MEETING OF THE WALCHA COUNCIL  
HELD IN THE COUNCIL CHAMBERS, HAMILTON STREET, WALCHA ON  
WEDNESDAY, 28 NOVEMBER 2007 COMMENCING AT 1.08PM**

additional 12 month term positions be approved for the delivery of engineering services.

The Amendment on being put to the vote was **LOST**.

292 The original Motion became the Substantive Motion and was put to the vote was **CARRIED**.

**5. GENERAL MANAGERS CONDITIONS OF CONTRACT**

**WINT/07/442**

293 **RESOLVED** on the Motion of Councillors Woods and Ferrier that the Report be **NOTED** by Council.

**6. INFRASTRUCTURE CONTRIBUTIONS – DEPARTMENT OF  
PLANNING**

**WINT/07/440**

The Report was **NOTED** by Council.

**7. REMOVAL OF WILLOW TREES – MCHATTAN PARK**

**WINT/07/448**

294 **RESOLVED** on the Motion of Councillors Ferrier and Levingston that Council proceeds immediately with the planting of advanced *Zelkova serrata* *Ulmus parvifolia* ‘Todd’ to replace the McHattan Park willows.

**8. STATE OF THE ENVIRONMENT REPORT – SUPPLEMENTARY  
REPORT 2006/2007**

**WINT/07/439**

The Report was **NOTED** by Council.

**9. ARRANGEMENTS FOR CHRISTMAS 2007 – OUTDOOR STAFF**

**WINT/07/451**

295 **RESOLVED** on the Motion of Councillors Cross and Levingston that Council allow the staff Christmas party to be held during working hours on 20 December 2007 commencing at 12.30pm **AND FURTHER THAT** a donation of \$600 be made towards the cost of the function.

**10. REVISION OF THE TERMS OF REFERENCE FOR THE NAMOI  
LOCAL GOVERNMENT GROUP**

**WINT/07/438**

296 **RESOLVED** on the Motion of Councillors Cross and Blomfield that Council agree to the attached Terms of Reference and Operational Procedures between participating local Councils in the Namoi Catchment and the Namoi Catchment Management Authority subject to an amendment to Clause 6.1 to read:

**MINUTES OF THE ORDINARY MEETING OF THE WALCHA COUNCIL  
HELD IN THE COUNCIL CHAMBERS, HAMILTON STREET, WALCHA ON  
WEDNESDAY, 28 NOVEMBER 2007 COMMENCING AT 1.08PM**

6.1 “The NLGG will have a role in:

NRM including those identified in Local Government Management Plans, the Namoi CAP and Namoi CMA Investment Strategies”

With a further amendment of removing the word “Staff” from 7.4

**11. COMMITTEE OF THE WHOLE REFERRAL – WRITE OFF SUNDRY  
DEBTOR ACCOUNT** **WINT/07/450**

297 **RESOLVED** on the Motion of Councillors Cross and Ferrier that, in accordance with the provisions of Section 10 of the Local Government Act, 1993, the matter of Write Off a Sundry Debtor Account of a resident, be referred to be discussed in Committee of the Whole for the reason that it relates to personal hardship of a resident.

**12. REAPPOINTMENT OF SES CONTROLLER** **WINT/07/289**

298 **RESOLVED** on the Motion of Councillors Ferrier and Woods that Council confirm the reappointment of Mr Bob Burnell as Local Controller of the Walcha State Emergency Services.

**13. COUNCIL CREDIT CARDS** **WINT/07/480**

299 **RESOLVED** on the Motion of Councillors Ferrier and Cross that Council provide the Storeman with a credit card and the Credit Card Policy be amended as follows:

**ADMINISTRATION**

**CREDIT CARDS**

**Objective**

*To provide a framework for the efficient and effective administration of Council and ensure that the community is well informed of Council’s decisions.*

*Corporate Plan – 2.4.1*

**Policy**

*That employees holding the following positions with Council shall be issued with Credit Cards to operate on Council’s Business Card Expense Account for use on official Council business:*

**MINUTES OF THE ORDINARY MEETING OF THE WALCHA COUNCIL  
HELD IN THE COUNCIL CHAMBERS, HAMILTON STREET, WALCHA ON  
WEDNESDAY, 28 NOVEMBER 2007 COMMENCING AT 1.08PM**

<u>Position</u>	<u>Set Limit of Card</u>
General Manager	\$6000
Director – Engineering Services	\$6000
NESAC Engineering & Works Accountant	\$3000
Works Manager	\$3000
Asset Services Manager	\$3000
Director – Environmental Services	\$3000
Preschool Director	\$1000
HACC Co-ordinator	\$1000
HACC Co-ordinator (ATSI)	\$1000
Storeman	\$2000

Reason

*To reduce the administration and financial costs associated with the payments of accounts primarily resulting from employees carrying out Council business outside the Walcha Council area, through the efficient use of credit cards.*

*Amended Council Meeting 29<sup>th</sup> September 2004 – Minute No54/04*

**AFTERNOON TEA**

Council adjourned for afternoon tea at 2.56pm and resumed at 3.30pm.

**LATE REPORTS**

**1. SQUASH COMPLEX – ADDITIONAL USES**

**WINT/07/509**

It was **MOVED** Councillor Archdale Seconded Councillor Cross that Council agree to rent the area in the squash court complex excluding the squash courts to the gym proponent for \$100 per week to be reviewed with the arrangement to be reviewed after 12 months.

Councillor Cross subsequently withdrew his Secunder there was no further Secunder so the Motion **LAPSED**.

It was **MOVED** Councillor Thomson that Council agree to rent the squash courts complex excluding the squash courts for an amount of \$200 per week with the amount to be reviewed annually.

The Motion failed to get a Secunder and therefore **LAPSED**.

It was **MOVED** Councillor Blomfield that Council agree in principle to the gym leasing the squash courts complex excluding the squash courts with the rent to be \$100 per week excluding water and electricity.

**MINUTES OF THE ORDINARY MEETING OF THE WALCHA COUNCIL  
HELD IN THE COUNCIL CHAMBERS, HAMILTON STREET, WALCHA ON  
WEDNESDAY, 28 NOVEMBER 2007 COMMENCING AT 1.08PM**

The Motion failed to get a Secunder and therefore **LAPSED**.

It was **MOVED** Councillor Ferrier Seconded Councillor Thomson that Council agree to lease the squash courts complex excluding the squash courts to the gym component with a further meeting to be held on Friday, 1 December 2007 to determine the rent.

An Amendment was **MOVED** by Councillor Archdale that Council agree to lease the squash courts complex excluding the squash courts to the gym proponent with the rent to be \$100 per week to be reviewed in six months.

The Amendment failed to get a Secunder and therefore **LAPSED**.

A further Amendment was **MOVED** by Councillor Woods and Seconded by Councillor Archdale that Council agree to lease the squash courts complex excluding the squash courts to the gym proponent with a rental of \$150 per week with the arrangements to be reviewed in six months.

The Amendment on being put to the **VOTE** was **CARRIED**.

300 It then became the substantive Motion and was **CARRIED**.

**2. STREETScape VERANDA POSTS**

**WINT/07/483**

Councillor Blomfield left the Meeting and took no part in the discussions.

301 **RESOLVED** on the Motion of Councillors Archdale and Ferrier that Council provide an additional \$5,000 to cover the cost of the veranda post workshop **FURTHER THAT** Councillor Heazlett, Blomfield together with Council Engineer Roberts be tasked with providing Council input into the artwork **FURTHER THAT** Mr Alec Gill also be invited to be part of this group **AND STILL FURTHER THAT** \$13,000 from Council 2007/08 Budget allocation for the Streetscape be provided to install the posts.

Councillor Blomfield returned to the Meeting.

**MATTERS OF URGENCY**

Councillor Cross requested that two matters of urgency be considered, they being St Johns Wort and Road Speed Signs.

302 **RESOLVED** on the Motion of Councillors Levingston and Thomson that the matters of St Johns Wort and Road Speed Signs be transacted at the meeting, it was also ruled by the Chairperson to be a matter of great urgency.

**MINUTES OF THE ORDINARY MEETING OF THE WALCHA COUNCIL  
HELD IN THE COUNCIL CHAMBERS, HAMILTON STREET, WALCHA ON  
WEDNESDAY, 28 NOVEMBER 2007 COMMENCING AT 1.08PM**

**1. ST JOHNS WORT**

303 **RESOLVED** on the Motion of Councillors Woods and Ferrier that a report be prepared for the next meeting detailing costs of an additional spray and possible alternates to fund the additional spray.

**2. ROAD SPEED SIGNS DURING ROADWORKS**

Councillor Cross raised the matter of speed signs being up when no work is being carried out. The Engineer advised that the RTA has revised their standards with the problem now being solved.

**WALCHA MANAGEMENT REVIEW REPORTS**

**WINT/07/437**

304 **RESOLVED** on the Motion of Councillors Archdale and Woods that items included in the Management Review Report, numbered 1 to 8 inclusive, be **NOTED** by Council.

**Committee Reports:**

- a) Minutes of the Walcha Council Occupation Health & Safety Committee Meeting held at Walcha Council Chambers on Monday, 8 October 2007.  
WINT/07/306
- b) Minutes of the Walcha Council Occupation Health & Safety Committee Meeting held at Walcha Council Chambers on Wednesday, 7 November 2007.  
WINT/07/447

305 **RESOLVED** on the Motion of Councillors Ferrier and Levingston that Council adopt the NESAC Safety Management System.

**Delegate Reports:**

- a) Minutes of the New England Tablelands (Noxious Plants) County Council Meeting held in Armidale on Wednesday, 19 September 2007.  
WI/07/1008
- b) Minutes of the Walcha Australia Day Committee Meeting held on Monday, 1 October 2007.  
WI/07/706
- c) Minutes of the Armidale Dumaresq Council Waste Management Committee Meeting held on 2 October 2007.  
WI/07/995
- d) Mid North Weight of Loads Group Meeting held on 5 November 2007 Report by Delegate Stephen McCoy.  
WINT/07/433
- e) Minutes of the New England Strategic Alliance Advisory Committee Meeting held at Guyra Shire Council Chambers on Monday, 5 November 2007.  
WI/07/999

**MINUTES OF THE ORDINARY MEETING OF THE WALCHA COUNCIL  
HELD IN THE COUNCIL CHAMBERS, HAMILTON STREET, WALCHA ON  
WEDNESDAY, 28 NOVEMBER 2007 COMMENCING AT 1.08PM**

306 **RESOLVED** on the Motion of Councillors Woods and Ferrier that:

1. That Alliance Councils contact the USU with the intention of executing the Council Agreement as soon as practicable.
  2. The salary structure adopted from the beginning of the first full pay period to ensure on or after 1 November 2006 is increased by 3.2% with a minimum increase of \$22.00 operative from the beginning of the first full pay period to commence on or after 1 November 2007.
  3. The Deed of Agreement currently being finalised with the USU in respect to certain features of the salary system be linked to the signing of the Council Agreement.
  4. The question of the referral agreements currently operating from month to month and on which the USU wishes Councils to recommit is delayed until after the Deed of Agreement and the Council Agreement are executed.
- f) Minutes of the New England Local Government group Meeting held on 5 November 2007 at Guyra Shire Council Chambers. WO/07/200
- g) Minutes of the New England Area Local Emergency Management Committee Meeting held on 7 November 2007. WI/07/1011

**COMMITTEE OF THE WHOLE**

307 **RESOLVED** on the Motion of Councillors Levingston 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 personal hardship of a resident.

308 The Meeting resumed in **OPEN** Council on the Motion of Councillors Levingston and Archdale.

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 Councillor Cross and the press and the public.

**1. REQUEST TO WRITE OFF SUNDRY DEBTOR ACCOUNT – DW  
FORTESCUE WINT/07/445**

The Committee **RECOMMENDED** that Council write off the amount of \$309.57 due to financial hardship of a resident.

**MINUTES OF THE ORDINARY MEETING OF THE WALCHA COUNCIL  
HELD IN THE COUNCIL CHAMBERS, HAMILTON STREET, WALCHA ON  
WEDNESDAY, 28 NOVEMBER 2007 COMMENCING AT 1.08PM**

**ADOPTION OF COMMITTEE OF THE WHOLE**

309 **RESOLVED** on the Motion of Councillors Levingston and Archdale that the Report and Recommendations of the Meeting of the Walcha Council Committee of the Whole held on Wednesday, 28 November 2007 be **ADOPTED**.

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

**THERE BEING NO FURTHER BUSINESS THE CHAIRMAN DECLARED  
THE MEETING CLOSED AT 5.50PM.**