



ORDINARY MEETING OF COUNCIL

held on

Wednesday, 31 July 2013

at

2:02pm

at

Walcha Council Chambers

PRESENT: Clr JM Archdale (Chairman) Mayor together with Councillors WJ Heazlett, L Levingston, CM Lyon, 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).

1. APOLOGIES:

1 **RESOLVED** on the Motion of Councillors Levingston and Heazlett that the apologies received from Councillor Schmutter, due to being away in Sydney on business, Councillor Ferrier, due to his wife's illness, and Councillor Thomson, being late due to a family commitment as he subsequently arrived at the Meeting at 2:27pm, be **ACCEPTED**.

MINUTES



2. CONFIRMATION OF THE ORDINARY MEETING MINUTES HELD ON 26 JUNE 2013:

2 **RESOLVED** on the Motion of Councillors Levingston and Heazlett that the Minutes of the Ordinary Meeting held on Wednesday, 26 June 2013, 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

6.2 Development Application 10.2013.28 by Walcha Farmers Market Committee WO/2013/01186

Councillor Lyon and the Director – Engineering Services declared pecuniary interests in Senior Officers' Report 6.2 due to both of them managing/owning a business in Walcha.

5. MAYORAL MINUTE

Nil.

6. SENIOR OFFICERS REPORT

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

6.1 Review of Workforce Management Plan WO/2013/01174

4 **RESOLVED** on the Motion of Councillors Lyon and Levingston that Council adopt the revised Workforce Management Plan.

6.2 Development Application 10.2013.28 by Walcha Farmers Market Committee WO/2013/01174

Councillor Lyon declared a pecuniary interest and left the Chambers and took no part in the debate.

5 **RESOLVED** on the Motion of Councillors Woods and Heazlett that Development Application No. 10-2013-28 lodged by the Walcha Farmers' Market Committee to hold monthly farmers markets in McHattan Park Walcha on the third Saturday of each month be approved subject to the following conditions:



1. The markets are to be conducted in accordance with the details provided in the application and any conditions imposed by Walcha Council.
2. The sale of livestock will be subject to special conditions to be determined by Council. These conditions to be determined depending on the number, type and how the animals are proposed to be housed.
3. Safety barriers are to be provided securing the site around any stall located on South Street Walcha to ensure the safety of users. Further, an area is to be kept clear in South Street to enable ingress and egress of busses.
4. All signage is to be removed immediately the markets are concluded.
5. All food businesses are to be conducted in accordance with the requirements of the Food Act and Regulations and the NSW Food Authority.
6. Organisers are to keep records of food operators participating at the markets and these records to be made available to Council on request.
7. That McHattan Park and surrounds be left in a clean and tidy condition, this includes the toilet block. All waste generated at/by the event is to be collected, stored and transported at the conclusion of the event to Council's waste disposal facility. Consideration to be given to providing recycling facilities for store holders and visitors. (Council are happy to have further discussions on this issue).
8. Vehicles are not permitted to enter and drive on McHattan Park.
9. A Traffic Control Plan be prepared and submitted to Council for approval prior the first market day detailing how pedestrians and vehicles accessing the site will be managed and how the safety of those using the stalls located on South Street will be protected.
10. All aspects of the approved Traffic Control Plan are implemented on market days by authorised traffic controllers.
11. That the Approval be for a six month period.

- 6 **RESOLVED** on the Motion of Councillors Woods and Heazlett that:
- a. The rent for the use of McHattan Park for the Markets for the first three (3) months be NIL and a fee for the use of McHattan Park be developed during this period.
 - b. approval be given for the Committee for the use of Council's barricades at no cost to Council.
 - c. The cost of the Development Application is NOT to be refunded.
 - d. The Market directional signs be permitted at the roundabout on the intersection of Fitzroy Street and Derby Street.

Councillor Lyon returned to the Meeting at 3:12pm and was informed of Council's decision.

AFTERNOON TEA

Council adjourned for afternoon tea at 3.13pm and resumed at 3:42pm.



6.3 Update of Council Credit Card Policy

WO/2013/01113

7 **RESOLVED** on the Motion of Councillors Heazlett and Levingston that Council provide the Mayor and the Library Manager a credit card and the Credit Card Policy be amended as follows:

ADMINISTRATION POLICIES



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.

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:

<u>Position</u>	<u>Set Limit of Card</u>
General Manager	\$6,000
Director – Engineering Services	\$6,000
Director – Environmental Services	\$3,000
Finance Manager	\$3,000
Works Manager	\$3,000
Asset Services Manager	\$3,000
Human Resources Manager	\$3,000
Storeman	\$2,000
Preschool Director	\$2,000
HACC Co-ordinator	\$2,000
Library Manager	\$2,000
HACC Co-ordinator (ATSI)	\$1,000
Mayor	\$1,000

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.

*Approved Finance Committee Meeting 29 August 1990 – Minute No. 376/90
Reaffirmed Council Meeting 1 July 1993 – Minute No.226/93
Amended Council Meeting 27 August 2003 – Minute No.:318/2003
Amended Council Meeting 29th September 2004 – Minute No.:54/04
Amended Council Meeting 28 November 2007 – Minute No.:299/2007/08
Reaffirmed Council Meeting 17 December 2008 – Minute No.:109/2008-09
Amended Council Meeting 27 October 2010 – Minute No.:79/2010-11
Amended Council Meeting 28 March 2012 – Minute No.:217/2011-12*

6.4 Review of Payment of Expenses and Provision of Facilities for Councillors & Staff Policy for Adoption

WO/2013/01098

8 **RESOLVED** on the Motion of Councillors Thomson 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).

6.5 Updated Delegations for the Mayor WO/2013/01139

9 **RESOLVED** on the Motion of Councillors Heazlett and Lyon that Council approve the amended Delegations of Authority to the Mayor as presented.

6.6 Update on the Proposed Improvements to the Aboriginal Section of the Walcha General Cemetery WO/2013/01164

10 **RESOLVED** on the Motion of Councillors Heazlett and Thomson that Council recognises the significance of the Aboriginal Section of the Cemetery and the unmarked graves **FURTHER THAT** Council does not proceed with the submitted plan as it does not reflect the nature of the Walcha Cemetery and respectfully request the Committee reconsider and re-submit a plan focussing on the unmarked graves section of the cemetery.

6.7 Amendments to Local Government Act 1993 relating to the Conduct of Elections WO/2013/01053

The Report was **NOTED** by Council.

6.8 Progress on the Review of the Native Vegetation Regulations WO/2013/01179

The Report was **NOTED** by Council.

6.9 Walcha Stores Stocktake as at 27 June 2013 WO/2013/01188

11 **RESOLVED** on the Motion of Councillors Woods and Levingston that stock value adjustments totalling \$39.97 write off be made to inventory items detailed in the schedule.

6.10 Section 10 of the Retail Trading Act 2008 – Boxing Day Trading WO/2013/01059

12 **RESOLVED** on the Motion of Councillors Heazlett and Thomson that Council not support the request that Council make representations to our Members to have the legislation changed to enable Boxing Day trading in all New South Wales communities.



6.11 Annual Review of Publication Guide WO/2013/01127

13 **RESOLVED** on the Motion of Councillors Woods and Lyon that Council adopt the Draft Publication Guide 2013/2014.

6.12 Entering & Sealing of the Rate Book 2012/2013 Year WO/2013/01187

14 **RESOLVED** on the Motion of Councillors Heazlett and Levingston that the Common Seal be affixed to the 2012/2013 Rate Book Reconciliation and be attested to by the Mayor and the General Manager.

6.13 Initial Reconciliation of Valuations to Rates Levied 2013/2014 WO/2013/01187

15 **RESOLVED** on the Motion of Councillors Heazlett and Levingston that the Common Seal be affixed to the Initial Reconciliation of Valuations to rates levied as at 1 July 2013 and be attested to by the Mayor and the General Manager.

6.14 Affix Common Seal to Agreement to Remove Gravel from a Quarry at "Wirribilla" WO/2013/01192

16 **RESOLVED** on the Motion of Councillors Heazlett and Levingston that Council approve the affixing of the Common Seal to the following legal document:

- ❖ Agreement to remove gravel from a quarry between Walcha Council and Wirribilla Farms Pty Ltd at "Wirribilla" Walcha.

FURTHER THAT the affixing of the Common Seal be attested to by the Mayor and the General Manager.

LATE REPORT

1. Draft Framework for Implementing Early Intervention Orders WO/2013/01224

The Report was **NOTED** by Council.

7. MATTERS OF URGENCY

Councillor Woods requested the following items be considered as matters of urgency.



1. The release of a Local Boards Paper by NSW Independent Local Government Review Panel.
2. Strategic Direction of Council.

17 **RESOLVED** on the Motion of Councillors Lyons and Heazlett that the matters be considered.

The Chairperson ruled the matters as Matters of Urgency.

1. Local Boards Paper

Councillor Woods advised the Meeting that the Independent Local Government Review Panel had today released a paper on Local Boards which contains some concerns for Council. It was **AGREED** that the General Manager distribute the Paper in the next 24 hours with the possibility of holding a Special Workshop to consider Council's submission prior to the next meeting.

2. Strategic Direction of Council

Councillor Woods raised concerns regarding the current direction of the Council. Councillor Woods urged Council to undertake training around setting the planning and strategic focus of the council at a higher level. Councillor Woods raised the infrastructure report and the Tcorp report as two examples that the council need to focus its attentions on.

8. MANAGEMENT REVIEW REPORTS WO/2013/01108

18 **RESOLVED** on the Motion of Councillors Wood and Levingston that items included in the Management Review Report, numbered 1 to 9 inclusive, be **NOTED** by Council.

9. COMMITTEE REPORTS

9.1 Minutes of the Walcha Preschool Advisory Committee Meeting held at the Walcha Preschool on Monday, 27 May 2013. WO/2013/00953

19 **RESOLVED** on the Motion of Councillors Heazlett and Lyon that the Preschool policies updated for the accreditation under the National Quality Framework be adopted as submitted.

20 **RESOLVED** on the Motion of Councillors Heazlett and Lyon that Mrs Simone Powell be allowed to access the Preschool Bus Service for her son Charlie to attend Preschool.



9.2 Minutes of the Walcha Arts Advisory Committee Meeting held at Walcha Council Chambers on Tuesday, 11 June 2013 WO/2013/01047

10. DELEGATE REPORTS

10.1 Minutes of the Namoi Councils Ordinary Meeting held at Narrabri Shire Council Chambers on Thursday, 27 June 2013. WI/2013/03735

10.2 Minutes of the New England Tablelands (Noxious Plants) County Council Ordinary Meeting held in Armidale on Wednesday, 26 June 2013. WI/2013/03847

11. COMMITTEE OF THE WHOLE

Nil.

THERE BEING NO FURTHER BUSINESS THE CHAIRMAN DECLARED THE MEETING CLOSED AT 5:15PM.