



BUSINESS PAPER
ORDINARY MEETING OF COUNCIL

To be held on

Wednesday, 14 February 2018

2:00pm

at

Walcha Council Chambers

Members:

Mayor – Councillor Eric Noakes
Deputy Mayor – Councillor Clint Lyon
Councillor Peter Blomfield
Councillor Kevin Ferrier
Councillor William Heazlett
Councillor Jennifer Kealey
Councillor Scott Kermode
Councillor Rachael Wellings

Quorum – 5 Members to be Present

AGENDA

Submitted to Council: 14 February 2018

..... General Manager Mayor



Dear Mayor & Councillors

You are requested to attend the Ordinary Meeting of the Walcha Council to be held in the Council Chambers, Hamilton Street, Walcha on **Wednesday, 14 February 2018** commencing at **2.00pm**.

Yours sincerely

Jack O'Hara
GENERAL MANAGER

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6.11	Committee of the Whole Referral – Expression of Interest for members of the Share Panel of Conduct Reviewers	WO/2018/00055

Submitted to Council: 14 February 2018

..... General Manager Mayor



- 7. Notices of Motion
 - 7.1
- 8. Matters of Urgency
(Resolution to admit matters of urgency before being further considered by Council).
- 9. Management Review Report WO/2018/00059
- 10. Committee Reports
 - 10.1
- 11. Delegates Reports
 - 11.1 Minutes of the Namoi Unlimited Board Meeting held at Uralla Shire Council on Thursday, 1 February 2018. WI/2018/00836
- 12. Committee of the Whole
 - 12.1 Review of Expression of Interest Shared Panel of Conduct Reviewers

Resolution to adjourn the Ordinary Meeting and to move into Committee of the Whole and to exclude the Press and the Public from the entire proceedings of the Committee Meeting.

Resolution to move into Open Council.

Resolution to adopt Committee of the Whole Report and Recommendations.



Present:

Apologies:

**Confirmation of the Ordinary Meeting Minutes held on Wednesday,
13 December 2017:**

**Matters arising from the Minutes of the Ordinary Meeting held on Wednesday,
13 November 2017:**

Submitted to Council: 14 February 2018

..... General Manager Mayor



ORDINARY MEETING OF COUNCIL

held on

Wednesday, 13 December 2017

at

4.00pm

at

Walcha Council Chambers

PRESENT: Clr EH Noakes (Chairman) Mayor together with Councillors PR Blomfield, KW Ferrier, WJ Heazlett, JM Kealey, SJ Kermode, CM Lyon and RL Wellings.

IN ATTENDANCE: Mr JG O'Hara, General Manager, Mr DJM Reeves, 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 NOVEMBER 2017:

85 **RESOLVED** on the Motion of Councillors Ferrier and Kealey that the Minutes of the Ordinary Meeting held on Wednesday, 29 November 2017, 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

Nil.

6. SENIOR OFFICERS REPORT

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

6.1 Summary of Stage 3 Apsley River Secure Yield Analysis WO/2017/02147

The Report was **NOTED** by Council.

Afternoon Tea

The Council adjourned for afternoon tea at 3:15m and resumed at 3:35pm.

6.2 Waste Services Change Committee WO/2017/02117

87 **RESOLVED** on the Motion of Councillors Heazlett and Ferrier that Councillors Kermode, Kealey and Noakes volunteered to join the Waste Services Change Committee.

6.3 Safe and Secure Water Program – Expression of Interest WO/2017/02116

88 **RESOLVED** on the Motion of Councillors Kermode and Lyon that Council submit an Expression of Interest for Stage 1 of the Safe and Secure Water Program **FURTHER THAT** up to \$25,000 be assigned from Council for the co-contribution condition **FURTHER THAT** in the event that the proffered option of Site 5 utilising the Macdonald River is shown to be non feasible then the option of exploring the Apsley River with a smaller dam or weir structure will be revisited.

6.4 New Primary Production and Rural Development SEPP WO/2017/02103

89 **RESOLVED** on the Motion of Councillors Lyon and Blomfield that Council lodge a submission with the NSW Department of Planning & Environment opposing revision of clause 4.2 of the Standard Instrument LEP to make permissible



subdivision of a primary production lot with an existing dwelling that does not meet the minimum lot size requirements (ie: concessional lots in historical terms).

LATE REPORTS

1. Development Application 10.2017.23 – Construct a new 2100mm high Colorbond and SecuraTop boundary fence – 10S Meridian Street, Walcha – Macphersons Walcha Nominees Pty Ltd WO/2017/02152

90 **RESOLVED** on the Motion of Councillors Ferrier and Kermode that Council approve Development Application 10.2017.23 being for Construction of a new 2100mm high Colorbond & SecruaTop boundary fence on land known as 10S Meridian Street, Walcha, being Lot 5 in DP 749879 under the ownership of Macphersons Walcha Nominees Pty Ltd subject to the conditions listed in the Development Assessment Report.

Being a Planning matter a **Division** was called prior to voting on this matter and the result was as follows:

For: Councillors: Noakes, Blomfield, Ferrier, Heazlett, Kealey, Kermode, Lyon and Wellings.

Against: Nil.

Absent: Nil.

Declared Interest: Nil.





2. Walcha Council Asbestos Policy 2017 WO/2017/02177

91 **RESOLVED** on the Motion of Councillors Kealey and Wellings that Council place the draft Asbestos Policy 2017 on public exhibition for a period of twenty eight (28) days.

7. NOTICE OF MOTION

7.1 Notice of Motion Number 6 – Review of Public Gates (Ramps) Policy WO/2017/02161

92 **RESOLVED** on the Motion of Councillors Lyon, Ferrier and Wellings that Council:

-  Evaluate all ramps against Walcha Council's standard ramp specification.
-  Alter the Time Permitted to Rectify a Moderate Defect from 14 days to 3 months in the Public Gates (Ramps) Policy.
-  Alter the Time Permitted to Rectify Ramps – Removal & Replacement from 1 month to 3 months in the Public Gates (Ramps) Policy.
-  Alter the Time Permitted to Rectify Ramps – Minor Defect from 1 month to 18 months in the Public Gates (Ramps) Policy.

8. MATTERS OF URGENCY

Nil.

9. MANAGEMENT REVIEW REPORTS WO/2017/02081



93 **RESOLVED** on the Motion of Councillors Lyon and Kealey that items included in the Management Review Report, numbered 9.1 to 9.16 inclusive, be **NOTED** by Council.

94 **RESOLVED** on the Motion of Councillors Lyon and Heazlett that Council write a letter of congratulations to Karen Kermode, Community Services Manager, on her efforts in securing the grant for the construction of the new preschool.

10. COMMITTEE REPORTS

10.1 Walcha Council Youth Advisory Committee Meeting held on Thursday, 16 November 2017 in the Council Chambers, Hamilton Street, Walcha.











WINT/2017/03631

10.2 Walcha Council Preschool Advisory Committee Meeting held on Tuesday, 28 November 2017 at the Walcha Preschool.

WO/2017/02104

95 **RESOLVED** on the Motion of Councillors Lyon and Kealey that Council **ADOPT** the following Preschool Policies as presented:

Accident, Illness and Emergency Treatment

-  Risk Minimisation;
-  Administering Medication;
-  Assessing Serious and Infectious Diseases;
-  Allergies and Anaphylaxis;
-  Arrival and Departure;
-  Asthma;
-  Child Health;
-  Contact between Children and Animals;
-  Indoor Safety; and
-  Dental Accidents.

11. DELEGATE REPORTS

Nil.

12. COMMITTEE OF THE WHOLE

Nil.

THERE BEING NO FURTHER BUSINESS THE CHAIRMAN DECLARED THE MEETING CLOSED AT 4:30PM.



Item 6:
Senior Officers'
Reports

Submitted to Council: 14 February 2018

..... General Manager Mayor



Item: 6.1 **Ref:** WO/2018/00052
Title: Joint Organisation Nomination – Walcha Council
Author: General Manager
Previous Items: Not Applicable
Attachment: No

CSP Ref: Councillors will exhibit leadership on Council and regional committees as well as in community organisations.

Introduction:

Following the passing of the NSW Parliament the *Local Government Amendment (Regional Joint Organisations) Bill 2017*, the Office of Local Government wrote to Council advising that Walcha Council has been invited to nominate to form a Joint Organisation (JO) with the councils in our planning region. The legislation allows for councils to ‘voluntarily join new JOs to strengthen regional coordination and improve the delivery of important infrastructure and services to communities through strategic planning, collaboration and shared leadership and advocacy’.

Report:

The NSW Office of Local Government have sent an information package which includes the formation and implementation timeline for the JOs and ‘Frequently Asked Questions’ which councillors have received via email in December 2017.

The resolutions from the agreed members of the JO must be sent to the Minister of Local Government, the Hon Gabrielle Upton MP, prior to 28 February 2018, as well as the JO nomination.

Namoi Unlimited currently consists of seven (7) councils of the New England North West NSW planning region, although not all have committed to Namoi Unlimited at this stage. This report is to complete Walcha Council’s commitment to Namoi Unlimited Joint Organisation via a resolution which has been structured by the NSW Office of Local Government.

RECOMMENDATION:

In accordance with Part 7 of Chapter 12 of the Local Government Act, 1993, the Walcha Council resolves:

- 1. That the Council inform the Minister for Local Government, the Hon Gabrielle Upton MP, of the Council’s endorsement of the Minister recommending to the Governor the establishment of a Joint Organisation Namoi Unlimited in accordance with this resolution.**
- 2. To approve the inclusion of the Council’s area in the Joint Organisation’s area.**
- 3. That the Joint Organisation be established to cover the Council’s area and any one or more of the following council areas:**

Submitted to Council: 14 February 2018

..... General Manager Mayor



- a) **Gunnedah Shire Council**
 - b) **Gwydir Shire Council**
 - c) **Liverpool Plains Shire Council**
 - d) **Narrabri Shire Council**
 - e) **Tamworth Regional Council**
 - f) **Uralla Shire Council**
 - g) **Walcha Council**
4. **That before 28 February 2018, the General Manager provide the Minister with a copy of this resolution including the date on which Council made this resolution.**
 5. **That, on the expiry of a period of 28 days form the making of this resolution, the General Manager inform the Minister that this resolution has not been rescinded for the purpose of the Minister issuing a certificate under section 400P of the Act.**

Submitted to Council: 14 February 2018

..... General Manager Mayor



Joint Organisation Frequently Asked Questions



Q1: What is a Joint Organisation?

A: A Joint Organisation is a new entity under the Local Government Act comprising member councils in regional NSW to provide a stronger voice for the communities they represent.

Each Joint Organisation will comprise at least three member councils and align with one of the State's strategic growth planning regions. One of the member council's mayors will be elected chairperson and an Executive Officer may be appointed.

Q2: How will Joint Organisations benefit councils and communities in regional NSW?

A: Joint Organisations will transform the way that the NSW Government and local councils collaborate, plan, set priorities and deliver important projects on a regional scale. These new partnerships will benefit local communities across regional NSW by working across traditional council boundaries.

Q3: How do we know Joint Organisations will work?

A: The Joint Organisation model has been developed in close consultation with councils and the NSW Government has listened to regional councils to get the model right. This included a pilot program for five groups of councils to test a range of options, which involved the participation of 43 councils and delivered a range of initiatives and projects to those regions.

An independent evaluation of the pilot program found Joint Organisations bring benefits to regional communities in delivering on-the-ground projects and attracting more investment to regional communities.

Q4: Why should councils choose to form a Joint Organisation?

A: Joint Organisations will provide a forum for councils, agencies and others to come together and focus on their regional priorities – the things that matter for that region. Joint Organisations will help drive the delivery of important regional projects – the infrastructure and services that local communities need and deserve.

Joint Organisations will also provide councils with a more efficient way to deliver shared services for members and the region. Where member councils agree, they can choose to share a common approach to services such as information technology, water management services and community strategic planning. The NSW Government will provide \$3.3 million to support councils to establish Joint Organisations

Q5: Can councils determine their own regional boundaries?

A: While the choice to join, and composition of a Joint Organisation is voluntary, the NSW Government will only support the creation of Joint Organisations within existing State planning regions and in regional NSW. Councils have told us that effective collaboration will only be realised when State and local government boundaries are aligned.

To aid this process the NSW Government has consulted the sector on boundary criteria which they can take into account when determining the membership of their Joint Organisation.

Joint Organisation boundaries should:

- align with, or 'nest' within one of the State's planning regions
- demonstrate a clear community of interest between member councils and regions
- not adversely impact on other councils or JOs, for example, leaving too few councils to form a JO
- be based around a strong regional centre or centres
- be of an appropriate size to partner with State, Commonwealth and other partners.
- Consistent with previous Government decisions, Joint Organisations will not be considered for metropolitan Sydney and the Central Coast at this time.



Q6: Are Far West Councils able to form a JO?

A: The Government will be writing to Far West councils to advise them of their opportunity to form or join a JO. This will include specific guidance applicable to Far West councils only.

Q7: What are the next steps for interested councils?

A: Councils are invited to nominate to form a Joint Organisation in their region. Councils are encouraged to open discussions with their neighbours as soon as possible.

The Office of Local Government is available to facilitate these discussions and provide support to councils through the nomination process. Specific requirements to form a Joint Organisation will be provided to councils shortly.

Each Joint Organisation will be created by a proclamation and the NSW Government will then ask the Commonwealth to endorse each Joint Organisation as a non-national system employer to ensure that any staff of a Joint Organisation, with the exception of the Executive Officer, are employed under the State local government award.

Q8: What support will be provided to councils and Joint Organisations once established?

A: The Office of Local Government will work with Joint Organisations to support their establishment and ensure they have the necessary systems and governance in place for the Joint Organisations to deliver results for regional communities.

The Office of Local Government and the Department of Premier and Cabinet will foster collaboration between Joint Organisations and State agencies to identify and act on opportunities to benefit regional communities.

Q9: Can councils choose not to participate?

A: Councils can choose not to become a member of a Joint Organisation. The Government strongly encourages all councils in regional NSW to consider the benefits and opportunities offered by Joint Organisations.

Councils that are members of Joint Organisations will be able to take advantage of investment opportunities that are delivered through the Joint Organisation.

Q10: What funding is available to Joint Organisations?

A: The Government will provide up to \$3.3 million in seed funding to Joint Organisations to support their establishment. The Government will identify opportunities for additional investment through Joint Organisations in regional economies.

Funding for each Joint Organisation will be based on the number of councils that choose to form a Joint Organisations, with maximum funding provided to regions where all councils in a region choose to be members of the new regional body.

All Joint Organisations, whether they were pilot regions or not, will be provided with seed funding.

Further details on funding arrangements will be provided to councils.

Q11: Will this funding be enough to help councils establish a JO?

A: The NSW Government is providing significant funding and support to help those councils that choose to establish a Joint Organisation. The pilot program demonstrated that groups of councils can achieve substantial benefits for their communities and significant cost savings by working together through a Joint Organisation.

Q12: How are Joint Organisations different to Regional Organisations of Councils?

A: The Joint Organisation model provides for greater certainty and continuity as well as recognising the unique differences in the many regions of NSW. While some ROCs have been effective, they have varied functions, membership, and governance structures which often makes collaboration more difficult.



Item: 6.2 **Ref:** WO/2018/00119
Title: Quarterly Review of 2017/2018 Budget as at 31 December 2017
Author: General Manager
Previous Items: Not Applicable
Attachment: Under Separate Cover – Quarterly Budget Review Statements

CSP Ref: 8.2.1 – Maintain a stable and secure financial structure for Council.

December 2017 Quarter Budget Review

The December Quarter Budget Review is attached for adoption by Council.

General Fund

The September quarterly budget review forecast a deficit of \$779,895. After a review of the results year to date this amount is unchanged. There are some minor budget adjustments but there is no impact to the overall result.

General Fund Major Budget Variation Items - Quarter Ending December 2017

Expenditure Item	Amount	Favourable/ Unfavourable	Reason
<u>Environmental capital works:</u>			
Modify paper press	15,000	Favourable	Transfer budget to Asbestos pit cover
Walcha Landfill Asbestos Pit Cover	15,000	Unfavourable	
Hardstand for hard plastic	8,823	Favourable	Transfer budget to Nowendoc tip
Nowendoc tip environmental improvements	8,823	Unfavourable	
<u>Unsealed local roads:</u>			
Gravel resheeting	100,000	Favourable	Transfer budget to culvert renewals
Culvert renewals	100,000	Unfavourable	

Water Fund

There are some minor budget adjustments to the Water Fund arising from the quarterly review, however there is no change to the overall result. Water fund is still expected to achieve a surplus of \$132,880.

Sewer Fund

There are some minor budget adjustments to the Sewer Fund arising from the quarterly review, however there is no change to the overall result. Sewer fund is still expected to achieve a deficit of \$811,887.

RECOMMENDATION: That Council adopt the December 2017 Quarterly Budget Review Statements FURTHER THAT Council approve the variations in Income and Expenditure votes as detailed.

Submitted to Council: 14 February 2018

..... General Manager Mayor



Item: 6.3 **Ref:** WO/2018/00117
Title: Final Audit Management Letter Year Ending June 2017
Author: General Manager
Previous Items:
Attachment: WI/2018/00714 – Audit Management Letter Year Ending June 2017

CSP Ref: 8.2.1 – *Maintain a stable and secure financial structure for Council.*

Report

The Audit Office NSW has issued the Management Letter from the Financial Audit for the year ending June 2017. Copy attached.

RECOMMENDATION:

That the report be NOTED by Council.

Submitted to Council: 14 February 2018

..... General Manager Mayor

Walcha Council
Ordinary Council Meeting
14 February 2018



Mr Jack O'Hara
General Manager
Walcha Council
PO Box 2
WALCHA NSW 2354

Contact: James Sugumar
Phone no: 02 9275 7288
Our ref: D1729397/1800

22 January 2018

Dear Mr O'Hara

**Walcha Council
Management Letter
Audit for the Year Ended 30 June 2017**

I have completed the audit of Walcha Council for the year ended 30 June 2017. This letter outlines matters I identified during the audit and matters I am required to communicate under Australian Auditing Standards.

My audit is designed to obtain reasonable assurance the financial statements are free from material misstatements. It is not designed to identify all matters that may be of governance interest to you and there may be other matters that did not come to my attention. The audit is ongoing and I will inform you if I identify any new matters of governance interest as they arise.

The Management Letter may be sent to the Minister, if requested.

For each matter in this letter, I have included my observations, risk assessment and recommendations. The risk assessment is based on my understanding of your business and as described in Appendix C. Management should make its own assessment of the risks to the organisation.

I have kept management informed of the issues included in this letter as they have arisen. A draft of this letter was provided to Ms Rosemary Strobel, Chief Financial Officer, on 6 December 2017.

This letter includes management's formal responses, the person responsible for addressing the matter and the date by which this should be actioned. I recommend you assign responsibility for implementing the recommendations including a timetable.

The Auditor-General may include items listed in this letter in the Report to Parliament. I will send you a draft of this report and ask for your comments before it is tabled in Parliament.

Submitted to Council: 14 February 2018

..... General Manager Mayor

Walcha Council
Ordinary Council Meeting
14 February 2018



If you would like to discuss any of the matters raised in this letter, please contact me or Cathy Wu on 9275 7212.

Yours sincerely

A handwritten signature in cursive script that reads "James Sugumar".

James Sugumar
Director, Financial Audit Services

cc: Cr Eric Noakes, Mayor
Ms Rosemary Strobel, Chief Financial Officer
Mr Paul Cornall, Principal, Forsyths

Submitted to Council: 14 February 2018

..... General Manager Mayor



Walcha Council

Management Letter
Audit for the Year Ended 30 June 2017



Submitted to Council: 14 February 2018

..... General Manager Mayor



**Walcha Council
Management Letter
Audit for the Year Ended 30 June 2017**

Appendix A	Detail	Likelihood	Consequence	Risk Assessment
1	Conflict of Interest Declarations	Possible	Medium	Moderate
Appendix B	REVIEW OF MATTERS RAISED IN PRIOR YEAR MANAGEMENT LETTER			
Appendix C	THE RISK ASSESSMENT MATRIX			

Submitted to Council: 14 February 2018

..... General Manager Mayor



Appendix A

Issue	Likelihood	Consequence	Risk	Systemic Issue	Category
Conflict of Interest Declarations	Possible	Medium	Moderate	No	Compliance

Observation	Implication	Recommendation	Management Response
<p>Major procurements of the Council are conducted through open tenders which are evaluated by an internal tender committee. Members of this committee are appointed by the General Manager or Director of Engineering Services.</p> <p>Members of the committee are not required to declare any potential conflict of interests relating to the tender.</p>	<p>The Council's tender evaluation process may lack sufficient level of probity.</p> <p>There is an increased risk of financial and/or reputational loss from awarding tenders to inappropriate suppliers.</p>	<p>Council should introduce steps to include formal declaration of conflict of interests by members of the tender evaluation committee.</p> <p>Senior Management should the assess the potential conflict of interest prior to commencement of tender evaluation.</p>	<p>Tender evaluation is undertaken by a panel comprising staff and external consultants, depending on the nature of the tender.</p> <p>Director of Engineering is to design and implement a Tender Evaluation Form to be completed by all tender committee members. The form will include a conflict of interest declaration.</p> <p>Person Responsible: Director of Engineering</p> <p>Date to be Actioned: Before next tender evaluation, or by 30 June 2018</p> <p>Date Resolved (if applicable):</p>

Submitted to Council: 14 February 2018

..... General Manager Mayor



REVIEW OF MATTERS RAISED IN PRIOR YEAR MANAGEMENT LETTER

The issues in this appendix were raised in previous management letters but remain relevant in the current period. For each of these issues, I have determined:

- how management has addressed the issue in the current period
- what management still needs to do to address unresolved issues.

Prior Issues Raised	Assessment of Action Taken	Recommendation
Open purchase orders	Matter is being addressed by Management	Audit will follow up as part of 2018 audit
Purchase orders amended above delegations	Matter was addressed by Management	Nil as matter is addressed
Inadequate review of supplier master file changes	Matter was addressed by Management	Nil as matter is addressed
Plant hire rates review	Matter is being addressed by Management	Audit will follow up as part of 2018 audit
Payroll master file changes edit reports	Matter was addressed by Management	Nil as matter is addressed
Purchase order raised after receipt of invoice	Matter was addressed by Management	Nil as matter is addressed
No residual values given to water and sewer assets	Matter no longer applicable	Nil as matter no longer applicable
Adherence to procurement policy	Matter was addressed by Management	Nil as matter is addressed
Review of month end procedures	Matter was addressed by Management	Nil as matter is addressed

Submitted to Council: 14 February 2018

..... General Manager Mayor



Appendix C

RISK ASSESSMENT MATRIX

I have rated the risk of each issue as 'Extreme', 'Moderate' or 'Low' based on the likelihood of the risk occurring and the consequences if the risk does occur. The risk assessment matrix used aligns with the risk management framework in [TPP12-03](#) 'Risk Management Toolkit for the NSW Public Sector'.

RISK LEVELS	
Extreme	12 - 16
Moderate	5 - 11
Low	1 - 4

The risk level is a combination of the consequences and likelihood.

		CONSEQUENCE			
		Low	Medium	High	Very High
LIKELIHOOD	Almost Certain	10	11	15	16
	Likely	4	9	13	14
	Possible	3	7	8	12
	Rare	1	2	5	6

Submitted to Council: 14 February 2018

..... General Manager Mayor



RISK ASSESSMENT MATRIX

For each issue identified, I have used the consequence and likelihood tables from TPP 12-03 to guide my assessment.

Consequence levels and descriptors

Consequence level	Consequence level description
Very high	Affects the ability of your entire agency to achieve its objectives and may require third party intervention
High	Affects the ability of your entire agency to achieve its objectives and requires significant coordinated management effort at the executive level
Medium	Affects the ability of a single business unit in your agency to achieve its objectives but requires management effort from areas outside the business unit
Low	Affects the ability of a single business unit in your agency to achieve its objectives and can be managed within normal management practices

Likelihood levels and descriptors

Likelihood level	Frequency	Probability
Almost certain	The event is expected to occur in most circumstances, and frequently during the year	More than 99 per cent
Likely	The event will probably occur once during the year	More than 20 per cent and up to 99 per cent
Possible	The event might occur at some time in the next five years	More than 1 per cent and up to 20 per cent
Rare	The event could occur in exceptional circumstances	Less than 1 per cent

Submitted to Council: 14 February 2018

..... General Manager Mayor



Item: 6.4 **Ref:** WO/2018/00166
Title: Delivery Program Six Monthly Review 2017/2018 – 2020/2021 as at December 2017
Author: General Manager
Previous Items: Not Applicable
Attachment: Yes – Under Separate Cover – Delivery Program Six Monthly Review – December 2017

CSP Ref: 8.1.2 – Provide a framework for the efficient and effective administration of Council.

Report:

In accordance with the provisions of the Local Government Act 1993, and under the Integrated Planning & Reporting legislation, Council is to report six monthly on the progress of the Delivery Program. This report is to formally adopt the Delivery Program December 2017 review.

RECOMMENDATION:

In accordance with the provisions of the Local Government Act, 1993, Council adopt the Delivery Program 2017/2018 – 2020/2021 December 2017 six monthly review.

Submitted to Council: 14 February 2018

..... General Manager Mayor



Item: 6.5 **Ref:** WINT/2018/00379
Title: 2019 Rural Women's Gathering – Request for Financial Sponsorship and In-Kind Support
Author: General Manager
Previous Items: Not Applicable
Attachment: No

Community Strategic Plan Reference:

Goal – 2.1 – Commercial and tourist development will be promoted and encouraged to grow in harmony with the natural environment, to take maximum advantage of commercial opportunities and to increase local employment.

Strategy – 2.1.3 – Develop activities that encourage increased visitation frequency and stay length.

Introduction:

Walcha Quota Club have taken the initiative to gain community support to submit an Expression of Interest (EOI) for Walcha to host the 2019 Rural Women's Gathering. They have requested Council to provide in-kind support as well as a financial sponsorship towards the 'Gathering' and also to be the 'auspicing body' for financial, legal, administrative and public liability insurance requirements.

Report:

Quota's first step is to hold the Information Evening which is schedule for Monday, 12 February at the Walcha Sports Club. This evening is being held to gather community support and hopefully have people volunteer to establish a 'Gathering Committee' of 10 to 12 people, their second step. The third step is to prepare and submit the EOI before 31 March 2018.

As part of the EOI they are to demonstrate strong community support, including the Council. They have requested Council provide the following in-kind support:

- ◆ Access to a Meeting room.
- ◆ Printing, photocopying, postage, stationery, where required.
- ◆ Use of Council owned marketing materials. Eg: photographs.
- ◆ Use of audio visual equipment. Eg: data projector.
- ◆ Traffic and safety control before and during the event.
- ◆ Assistance / advice from Council personnel. Eg: tourism, event management.
- ◆ Use of Council's venues and/or parks for the event.
- ◆ Letters of Support from Council for inclusion in the EOI.

To assist with the preparation of the EOI they will require some of the in-kind support.

Quota have also requested Council to be the 'auspicing body' for financial (banking), legal, administrative and public liability insurance requirements which will need to be a formal agreement between Council and 'the Committee' should the EOI be successful.

Submitted to Council: 14 February 2018

..... General Manager Mayor



Quota have also requested financial sponsorship of the Gathering. No figures have been stated however it would be beneficial to allocate funds for this event in the 2018-2019 Budget.

For Council to be the auspicing body Council will have to form a 355 Committee. Section 355 of the Local Government Act 1992 permits Council to exercise its functions through a committee. The Local Government (General) Regulation 2005 provides the authority for Council to *establish* by resolution, such committees as it thinks fit. The Regulation also covers such issues as membership of a committee, the quorum of a committee and the functions of a committee. Specifically, Section 30 of the Regulation requires that Council must specify the functions of each of its committees at the time they are established. If the Council agrees the request has merit the following is the recommended function and membership of the Committee.

Rural Women’s Gathering Committee

Function of the Committee

The purpose of the Committee is to prepare and submit an Expression of Interest to host the 2019 Rural Women’s Gathering. If successful, the Committee will also be required to organise and run the event.

Membership:

2 Councillors

8 – 10 Community Members

Meetings:

The Committee is to meet as required until the EOI is submitted and then if successful, bi-monthly. The appointed Councillor is to act as the Chairperson. The Quorum will be half the number of the members of the Committee plus one.

RECOMMENDATION:

For Council’s determination.

Submitted to Council: 14 February 2018

..... General Manager Mayor



Item: 6.6 **Ref:** WO/2018/00181
Title: Reintroduction of the Dust Suppression Program
Author: Director – Engineering Services
Previous Items: Not applicable
Attachment: Nil

Introduction:

In 2014, Walcha Council's dust suppression program was suspended. During the creation of the 2017-18 Council budget, dust suppression was raised and subsequently voted to be included in the final budget. In order to resume the program, a new priority listing that is fair and based on needs must be developed. This report details the criteria that have been proposed for the resumption of the dust suppression program.

Report:

Council commenced sealing portions of gravel roads to prevent dust from passing motorists impacting on home cleanliness and the inhabitant's health. The program started in 2008 and was suspended in 2014. From the outset of this program, a model has been used to prioritize requests from landholders to be included on the program. It is essential that the model is based on the correct information to ensure that the project that is of the highest priority, is ranked accordingly.

The original criteria used within the model that ranks the dust suppression program is below:

Criteria	Description	Score
Volume of Passing Traffic	High	3
	Medium	2
	Low	0
Distance of Dwelling from Road	Less than 60m	5
	61 to 100m	3
	101 to 200m	1
	More than 200m	0
Orientation	Eastern Side	3
	Western Side	1
	Other	0
Dwelling Permanently Occupied	Yes	3
	No	0
Length of Seal Required	Less than 100m	3
	100 to 150m	2
	150 to 200m	1
	More than 200m	0

Submitted to Council: 14 February 2018

..... General Manager Mayor



Other Factors	Recognition of other factors which may apply to a specific site but are not covered above i.e. significant log truck traffic, unusually dusty gravel, length of time site has been on waiting list etc. Maximum 2 points.	
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The criteria proposed for the reintroduction of the dust suppression program is listed below:

Criteria	Description	Score
Volume of Passing Traffic	High	3
	Medium	2
	Low	1
	Property Owner Only	0
Through Road or Non Through Road	Through Road	2
	Non Through Road	0
Distance of Dwelling from Road	Less than 60m	5
	61 to 100m	4
	101 to 150m	3
	151 to 200m	2
	201 to 250m	1
	More than 250m	0
Vegetative Cover Between The Road & Household.	Clear	2
	Sporadic Tree Cover	1
	Dense Tree Cover	0
Property /Area Average Recorded Rainfall	Less than 750mm	2
	Between 750mm & 1000mm	1
	Greater than 1000mm	0
Dwelling Permanently Occupied	Yes	2
	No	0
Heavy Vehicle Movements	Frequent	2
	Infrequent	0
Length of Seal Required	Less than 100m	2
	101m to 150m	1
	More than 150m	0
Extenuating Circumstances	Recognition of further circumstances is required, however this must be impartial. It is recommended that residents that have any further considerations approach Council and a report is written for Council's consideration. The impact upon the residents place on the list will be deciphered by Council.	N/A
Total possible points	-	20

Submitted to Council: 14 February 2018

..... General Manager Mayor



The proposed changes have been made in order to improve transparency and focus on the environmental drivers of dust creation and exposure of the household to dust. In order to improve on the selection of dust suppression projects, traffic counters will be placed in front of each project for a period of 1 month. The traffic data, including heavy vehicle movements will be utilised to gain further insight and provide higher accuracy results for dust suppression program selection.

RECOMMENDATION:

For Council's consideration.

Submitted to Council: 14 February 2018

..... General Manager Mayor



Item: 6.7 **Ref:** WO/2018/00170
Title: Walcha Council Community Care and Early Intervention Policies
Author: General Manager
Previous Items:
Attachment: Under Separate Cover - WINT/2018/00376 – Walcha Council Community Care Policy Manual

CSP Ref: 5.1 Social services will be planned, maintained and coordinated so that they meet the current and future needs of all groups in the community.

Report

The Walcha Council Community Care and Early Intervention services will be undergoing a third party review in early March. The review is to determine that their operations meet the Disability Services Standards. Passing this review is a requirement of the funding agreement.

A review has been made of the policy document. Minor wording changes such as updating terminology, contact details and formatting improvements have been made. No “policy” changes have been made. Due to the minor nature of the changes, and the tight time frame, these changes have not been to the advisory committee.

RECOMMENDATION:

That the Walcha Council Community Care and Early Intervention Policies be ADOPTED by Council.

Submitted to Council: 14 February 2018

..... General Manager Mayor



Item: 6.8 **Ref:** WO/2018/00102
Title: Review and Adoption of Walcha Council’s Asbestos Policy
Author: Environmental Services Manager
Previous Items: December 2017 – Walcha Council Asbestos Policy 2017
Attachment: Under Separate Cover – WINT/2013/00458 – Draft Asbestos Policy 2017

CSP Ref: 8.1 – Walcha Council will exemplify good leadership, mutual respect and trust by being inclusive, ensuring open information and communication and encouraging active participation at all levels.

8.1.2 – Provide a framework for the efficient and effective administration of Council.

Introduction:

The NSW Government provided a model Asbestos Policy for all councils. This Report is to formally adopt this policy after being on public exhibition for more than 28 days.

Report:

At the December 2017 meeting Council adopted a draft Asbestos Policy and placed it on public exhibition until Wednesday, 24 January 2018: This was achieved via the following media outlets:

- ◆ Council’s website: www.walcha.nsw.gov.au – since 18 December 2017;
- ◆ The Apsley Advocate on Wednesday, 20 December 2017; and
- ◆ The Walcha News on Thursday, 21 December 2017.

No public submissions have been received. It is recommended the policy now be formally adopted by Council.

A copy of the policy is attached for your information.

RECOMMENDATION:

That Council ADOPT the Walcha Council Asbestos Policy as presented.

Submitted to Council: 14 February 2018

..... General Manager Mayor



Item: 6.9 **Ref:** WO/2018/00053
Title: Affix Common Seal to Transfer of Closed Road Lot 4 DP 1152715 to NT & E Higgins
Author: General Manager
Previous Items: Not Applicable
Attachment: No

CSP Ref: 1.1.1 – Develop and maintain a safe and efficient local road and bridge network.

Report:

Council approval is sought to affix Council’s Common Seal to all legal documentation relating to the closed road Lot 4 DP 1152715 between Council and NT & E Higgins.

RECOMMENDATION:

That Council approve the affixing of the Common Seal to all documentation relating to the Lot 4 DP 1152715 Closed Road between Council and NT & E Higgins FURTHER THAT the affixing of the Common Seal be attested to by the Mayor and the General Manager.

Submitted to Council: 14 February 2018

..... General Manager Mayor



Item: 6.10 **Ref:** WINT/2017/02689
Title: Council Office Building Heating Upgrade
Author: Environmental Services Manager
Previous Items: Not Applicable
Attachment: No

Introduction:

Council currently has installed in its office building, 2W Hamilton Street, a ducted diesel heating system, it dates back to at least 1982 as it was in place when electrician Ian Cameron commenced. The Council Chambers runs on a separate gas heating system; the quote has not included the upgrade of this but consideration could be given to including a system within the Chambers as well.

Over the last several years the cost to run the system, combined with the inefficiency of the system to heat the building has raised some major concerns for Council staff, with it being brought up consistently at staff meetings.

The Council building is a double brick building, not well orientated for solar heat gain and experiences extremely cold temperatures from April through September, along with uncomfortably warm temperatures during summer due to poor cross ventilation.

Council has scheduled the heating upgrade in its Capital Works Program for the 2019/2020 financial year.

Report:

Council has its heater serviced each April prior to the arrival of cold, harsh winters.

As it stands the diesel heater is the only one operational in Walcha and one of a few still operating in the area. The diesel heater has been serviced by Ian Cameron since 1982. During this time the fire box has been replaced 3 times and is due again next year (approximately every 10 years). Injectors feeding fuel into the motor have to be replaced every 2 years. The motors for the fans will need repairing again this year and were an issue at start up in April 2017. The flue will also require repair work before start up this winter.

Ducting from the heater runs under the administration building. This has been damaged when other services and cables have been installed squashing the ducts and restricting the flow of warm air. Some of the ducting pipes have eroded and are leaking warm air, some are not effectively attached to the inlet boxes that direct warm air into the building. Most of the inlet boxes in the floor have perished and need replacing. Ian Cameron believes that up to 70% of the warm air is getting lost underneath the building.

Submitted to Council: 14 February 2018

..... General Manager Mayor



Costs of current heating vs cost of proposed new heating

Power of unit kWh	\$	No of units	Cost/day	Cost Diesel/wk	Cost Heaters /wk	Heating Costs/wk
Fan heater 2.4	\$6.49	14	\$90.81	\$470.00	\$454.05	\$924.05
Proposed New systems below						
Split system 10	\$27.03	3	\$81.08		\$405.41	\$837.84
Super inverter 16	\$43.24	2	\$86.49		\$432.43	

The above costing does not include the repair, maintenance, parts and labour of the current diesel system. Last winter the cost was \$682.00, the winter prior to that it was \$1,749.00

On average the diesel heater is costing an additional \$5,698.68 per annum to run as opposed to the proposed air conditioning systems.

The heating in its current state does not keep the administration building adequately warm during winter. Staff require additional fan heaters running and often these are not enough to keep warm and staff have to use gloves. As with the colder months and now with hotter than normal summer temperatures productivity is compromised during these extremes; three offices are actually located in the centre of the building with no natural light or ventilation and there have been reports that on more than one occasion when temperatures were high the computers in one of these offices have over heated and seized.

Council has sought quotes from 5 air conditioning companies with only one company electing to quote the job, the installation of air conditioning systems appropriate for this office space is estimated to cost \$38,984.00 as quoted on 30/03/2016, after speaking with the supplier, that cost would go up a maximum of \$2,000.00. Installation could occur in the middle of March 2018 and take approximately 4 days.

RECOMMENDATION: That Council move the replacement of the current heating system in the Council Office Building, 2W Hamilton Street, from the 2019/2020 Capital Works Program to the current 2017/2018 Capital Works Program.

Submitted to Council: 14 February 2018

..... General Manager Mayor



Item: 6.11 **Ref:** WO/2018/00055
Title: Committee of the Whole Referral – Shared Panel of Conduct Reviewers – Expression of Interest
Author: General Manager
Previous Items: Not Applicable
Attachment: No

CSP Ref: 8.1.2 – Provide a framework for the efficient and effective administration of Council.

Introduction:

Council approval is sought for matters to be discussed in Committee of the Whole.

Report:

Council approval is requested to refer matters for discussion in Committee of the Whole in accordance with the provisions of Section 10 of the Local Government Act, 1993.

Approval to refer matters to Committee of the Whole is sought because the report relates to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

RECOMMENDATION:

That, in accordance with the provisions of Section 10 of the Local Government Act, 1993, the matter of Shared Panel of Conduct Reviewers be referred to be discussed in Committee of the Whole for the reason that it would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

Submitted to Council: 14 February 2018

..... General Manager Mayor



Ref: WO/2017/02081

Title: Management Review Report
Author: General Manager
Previous Items: Not Applicable
Attachment: No

CSP Ref: 8.1 – Walcha Council will exemplify good leadership, mutual respect and trust by being inclusive, ensuring open information and communication and encouraging active participation at all levels.

Item 9:

Management Review Reports

Submitted to Council: 14 February 2018

..... General Manager Mayor



FINANCE AND ADMINISTRATION

9.1 Listing of Bank Balances for the Month of January 2018

The Cash Book for each Fund has been reconciled with the appropriate Bank Pass sheets for the month of December 2017 and January 2018, and the Reconciliations have been entered in the Cash Book.

December 2017	<u>2017</u>	<u>2016</u>
General	\$1,749,962.44	\$1,623,580.27
January 2018	<u>2018</u>	<u>2017</u>
General	\$1,216,388.38	\$1,182,562.32

The current Interest Rate on the General Fund held with the National Australia Bank is 1.25%.

	<u>2018</u>	<u>2017</u>
Interest Earned (YTD)	\$ 11,425.76	\$ 10,111.36

9.2 Investments Local Government (Financial Management) Regulation 1993, Clause 19 (3) (A) for December 2017 & January 2018

Please see the following Report for the investments placed in December 2017 and January 2018.

Overdraft Limit

An Overdraft Limit of \$200,000 has been arranged with the National Australia Bank. When utilised an Overdraft Interest Rate of 8.77% applies.

Jack O'Hara
GENERAL MANAGER

Submitted to Council: 14 February 2018

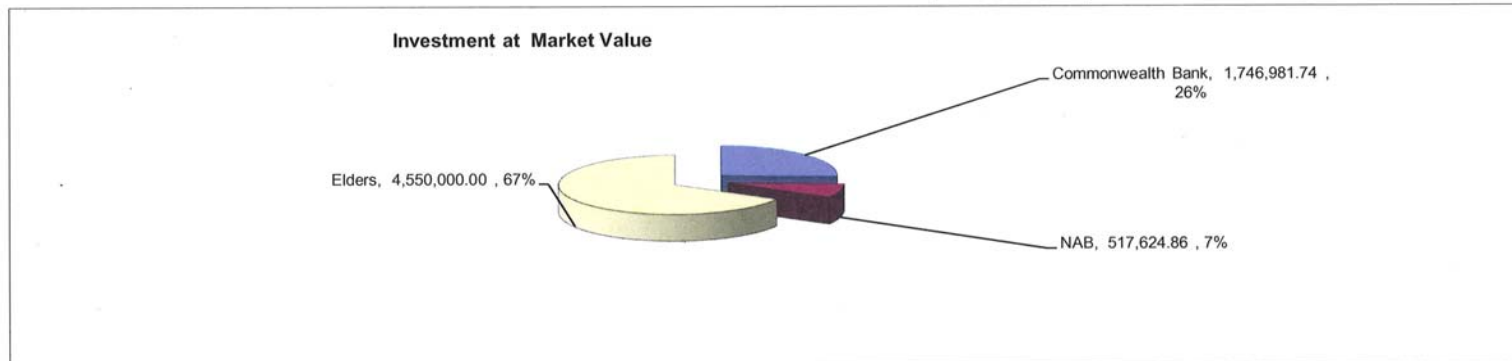
..... General Manager Mayor



REGISTER OF INVESTMENTS TO 31/12/2017

Institution	Type	Placement Date	Term (Days)	Maturity Date	Rate	Est. Interest	YTD Interest	Amount Invested	YTD Redemption	Est. Market Value At 31/12/17	MV % of Portfolio	
National Australia Bank	Term Deposit			13-Jul-17			8908.27	-	960,878.74	-	0.00%	
National Australia Bank	Term Deposit	28/11/2017	150	28-Apr-18	2.50%	5318.06	7477.51	517,624.86	-	517,624.86	7.60%	
Elders Rural Bank	Term Deposit	17/12/2017	180	17-Jun-18	2.46%	6672.33	7052.05	550,000.00	-	550,000.00	8.07%	
Elders Rural Bank	Term Deposit	18/07/2017	180	18-Jan-18	2.55%	7545.21		600,000.00	-	600,000.00	8.80%	
Elders Rural Bank	Term Deposit	20/06/2017	240	15-Feb-18	2.62%	10336.44		600,000.00	-	600,000.00	8.80%	
Elders Rural Bank	Term Deposit	29/08/2017	180	28-Feb-18	2.60%	8334.25	5540.14	650,000.00	-	650,000.00	9.54%	
Elders Rural Bank	Term Deposit	28/09/2017	180	28-Mar-18	2.50%	11712.33	12690.96	950,000.00	-	950,000.00	13.94%	
Elders Rural Bank	Term Deposit	4/10/2017	180	04-Apr-18	2.50%	7397.26	7971.78	600,000.00	-	600,000.00	8.80%	
Elders Rural Bank	Term Deposit	18/07/2017	270	18-Apr-18	2.58%	11450.96		600,000.00	-	600,000.00	8.80%	
Commonwealth Bank	Term Deposit	26/09/2017	240	24-May-18	2.54%	8645.30	11034.29	517,639.92	-	517,639.92	7.60%	
Commonwealth Bank	Term Deposit	17/09/2017	330	17-Aug-18	2.50%	7852.20	10118.45	347,400.27	-	347,400.27	5.10%	
Commonwealth Bank	Term Deposit	26/10/2017	365	22-Oct-18	2.55%	22489.51	20711.98	881,941.55	-	881,941.55	12.94%	
							107,753.83	91,505.43	6,814,606.60	960,878.74	6,814,606.60	100.00%

Capital Value of Portfolio	6,814,606.60
Redeemed Value of Portfolio	960,878.74
Market Value of Portfolio 31/12/17	6,814,606.60
Estimated Profit/(Loss) 31/12/17	6,814,606.60



Responsible accounting Officers Certification Local Government (General) Regulation 2005- Paragraph 212
 The investments have been made in accordance with the Act, Regulations and Walcha Council's Investment Policy

Signed Rosemary Strobel (Responsible Accounting Officer)

Submitted to Council: 14 February 2018

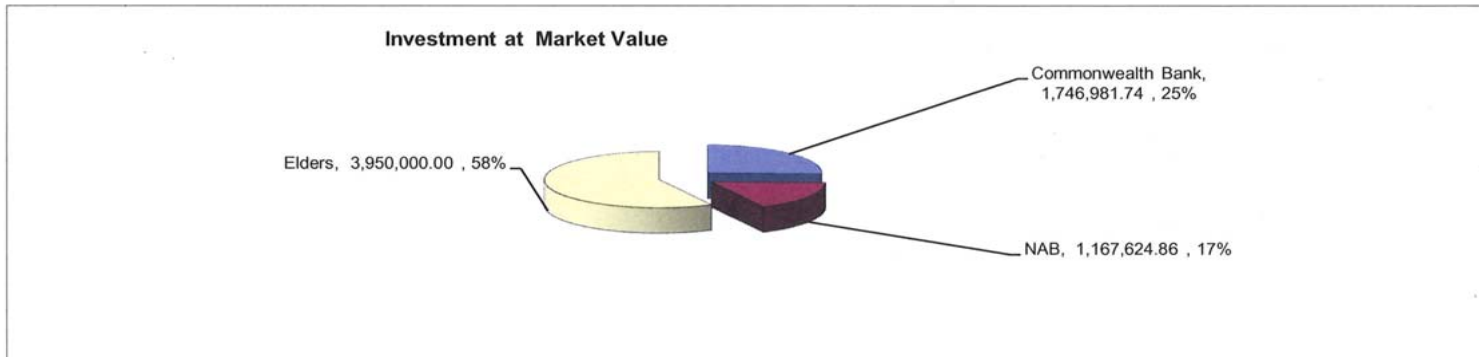
..... General Manager Mayor



REGISTER OF INVESTMENTS TO 31/01/2018

Institution	Type	Placement Date	Term (Days)	Maturity Date	Rate	Est. Interest	YTD Interest	Amount Invested	YTD Redemption	Est. Market Value At 31/01/18	MV % of Portfolio		
National Australia Bank	Term Deposit			13-Jul-17			8908.27	-	960,878.74	-	0.00%		
Elders Rural Bank	Term Deposit	18/07/2017	180	18-Jan-18	2.55%	0.00	7712.88	-	600,000.00	-	0.00%		
Elders Rural Bank	Term Deposit	20/06/2017	240	15-Feb-18	2.62%	10336.44		600,000.00		600,000.00	8.74%		
Elders Rural Bank	Term Deposit	29/08/2017	180	28-Feb-18	2.60%	8334.25	5540.14	650,000.00		650,000.00	9.47%		
Elders Rural Bank	Term Deposit	28/09/2017	180	28-Mar-18	2.50%	11712.33	12690.96	950,000.00	-	950,000.00	13.84%		
Elders Rural Bank	Term Deposit	4/10/2017	180	04-Apr-18	2.50%	7397.26	7971.78	600,000.00	-	600,000.00	8.74%		
Elders Rural Bank	Term Deposit	18/07/2017	270	18-Apr-18	2.58%	11450.96		600,000.00	-	600,000.00	8.74%		
National Australia Bank	Term Deposit	28/11/2017	150	28-Apr-18	2.50%	5318.06	7477.51	517,624.86	-	517,624.86	7.54%		
Commonwealth Bank	Term Deposit	26/09/2017	240	24-May-18	2.54%	8645.30	11034.29	517,639.92	-	517,639.92	7.54%		
Elders Rural Bank	Term Deposit	17/12/2017	180	17-Jun-18	2.46%	6672.33	7052.05	550,000.00	-	550,000.00	8.01%		
National Australia Bank	Term Deposit	18/01/2018	181	19-Jul-18	2.50%	8058.22	0.00	650,000.00	-	650,000.00	9.47%		
Commonwealth Bank	Term Deposit	17/09/2017	330	17-Aug-18	2.50%	7852.20	10118.45	347,400.27	-	347,400.27	5.06%		
Commonwealth Bank	Term Deposit	26/10/2017	365	22-Oct-18	2.55%	22489.51	20711.98	881,941.55	-	881,941.55	12.85%		
								108,266.85	99,218.31	6,864,606.60	1,560,878.74	6,864,606.60	100.00%

Capital Value of Portfolio	6,864,606.60
Redeemed Value of Portfolio	1,560,878.74
Market Value of Portfolio 31/01/18	6,864,606.60
Estimated Profit/(Loss) 31/01/18	6,864,606.60



Responsible accounting Officers Certification Local Government (General) Regulation 2005- Paragraph 212
 The investments have been made in accordance with the Act, Regulations and Council's Investment Policy

Signed Rosemary Strobel (Responsible Accounting Officer)

Submitted to Council: 14 February 2018

..... General Manager Mayor



9.3 Work, Health & Safety

December 2017 & January 2018

Workplace Incidents – Nil.

Property Claim – The disabled toilets at McHattan Park were vandalised and an insurance claim was lodged pending the outcome of cost of repairs.

Motor Vehicle – One minor incident was recorded with no claim to be lodged.

Public Liability – One near miss incident was recorded relating to the state of the roads within the town boundaries, no claim was lodged.

Near Misses – Nil.

WH&S Action Plan Update – a desktop audit of Council’s Safety Management System was conducted and a meeting with Managers is to be arranged to finalise 2018/2019 WH&S targets.

The annual staff safety induction day was held in January again with Safe Work Method Statements (SWMS), Standard Operating Procedures (SOPS), Policy, Procedures, and Emergency Procedures covered. Director - Engineering Services conducted an emergency scenario where a member of staff was killed while working on the road. This exercise was designed to demonstrate roles, responsibilities and what to do if there is a major incident.



Submitted to Council: 14 February 2018

..... General Manager Mayor



Council’s Risk Management Action Plan for 2017 – 2018 is on track to be finalised by 30 June 2018 with The Director – Engineering Services addressing identified shortfalls.

Risk Management – An annual review of the Risk Register will be completed in the coming months. Please see the Monthly Risk Register Report below:

Residual

- Low 30.52% (65)
- Medium 33.8% (72)
- High 32.39% (69)
- Extreme 3.29% (7)

Residual	Insignificant	Minor	Moderate	Major	Catastrophic
Almost Certain	0	2	2	3	0
Likely	1	6	8	3	4
Possible	0	22	26	14	10
Unlikely	1	40	22	14	3
Rare	4	20	2	5	1

Breakdown of Controls by Responsible Person

Responsible Person	Total Controls	Existing/Completed Controls	Proposed Controls	Overdue Controls
Dylan Reeves	10	2	8	5
Jack O'Hara	1	0	1	1
Lacey Latham	10	1	9	8
Loretta Blanch	2	1	1	1
Tess Dawson	16	5	11	13
Tess Dawson and Loretta Blanch	1	0	1	1

Submitted to Council: 14 February 2018

..... General Manager Mayor



9.4 Tourism Report

December 2017 / January 2018

Number of visitors to VIC

December	2017	2016	2015	2014
Walk in's	443	505	396	398
Phone enquiries	11	18	38	23
Email enquiries	0	0	0	1

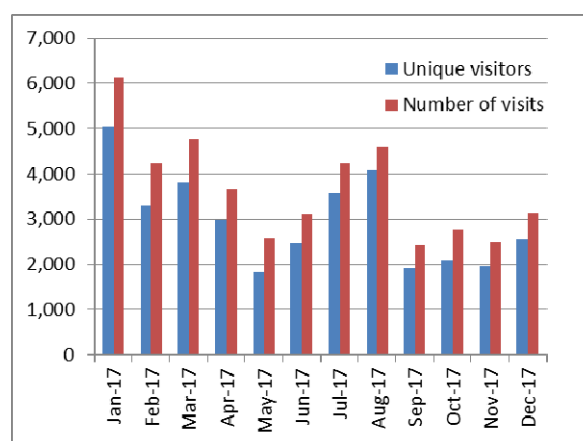
Website	December	November	October	September
Unique Visits	1,659	1,940	2,090	1,904
Visits	1,965	2,463	2,751	2,435
No of Hits	112,673	126,631	131,243	119,404

January	2018	2017	2016	2015
Walk in's	640	654	719	512
Phone enquiries	35	613	686	-
Email enquiries	1	41	33	-

Website	January	December	November	October
Unique Visits	2,891	1,659	1,940	2,090
Visits	3,579	1,965	2,463	2,751
No of Hits	206,037	112,673	126,631	131,243

Recorded Numbers at the Visitor Information Centre for 2017

Overall No.	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total
	673	275	462	741	571	386	415	322	488	506	398	443	6,138



Submitted to Council: 14 February 2018

..... General Manager Mayor



2017 Website Statistics & Chart

Month	Unique visitors	Number of visits	Pages	Hits
Jan-17	5,037	6,142	22,567	191,767
Feb-17	3,299	4,232	20,660	173,158
Mar-17	3,820	4,781	19,052	147,496
Apr-17	2,979	3,656	15,586	151,660
May-17	1,824	2,580	10,880	119,834
Jun-17	2,473	3,126	12,601	109,728
Jul-17	3,594	4,228	15,438	119,122
Aug-17	4,086	4,597	16,009	111,056
Sep-17	1,904	2,435	9,491	119,404
Oct-17	2,090	2,751	9,831	131,243
Nov-17	1,954	2,483	9,481	127,676
Dec-17	2,562	3,143	9,956	141,625
Total	35,622	44,154	171,552	1,643,769

**Over 35,000 unique visitors to the Walcha Website in 2017

John Oxley Bicentenary Event – September 8-9 2018

The Walcha brochure for the bicentenary of John Oxley has been finalised and was printed in time for the Australia Day festivities. Local graphic designer, Megan Scrivener, designed the brochure, Tourism Officer and Manager, Lisa Kirton and Susie Crawford gathered the information, researched and compressed the data with the help of Nerida Hoy and Jane Morrison from the Walcha District Historical Society. We are all very happy with the final product and visitors are showing interest in the brochure on the Visitor Information Centre front counter. We were successful in obtaining funding through Kevin Anderson’s office. Thank you to all those involved in making this project possible. ** Please find attached a copy of the brochure.

Sculpture Symposium

We have been successful in receiving a \$20,000 grant from the Regional Arts Fund, Regional Arts NSW, to run a Sculpture Symposium. As well as a \$3,000 grant through CASP – Country Arts Support Program, Regional Arts NSW, to run artists workshops for the same event. We are looking at a spring 2018 event with the date yet to be finalised.

We have also applied for the Arts and Cultural Projects grant, Round 2 for \$60,000. If we are successful with this grant we plan to run an additional Sculpture Symposium event in 2019.

‘Andrew Clermont and his Minstrals’ – Nowendoc – Saturday 13 January 2018

A well received fundraising concert at the Nowendoc Hall. Over 100 adults numerous accompanying children were in attendance. The feedback was positive from patrons who are keen to come back next year if a similar concept was repeated. This also raised the profile and awareness of the campground available at the Nowendoc Showground. Deliberately staged close to the Tamworth Country Music Festival would have attributed to the success of the event and the attendance of non-local patrons.

Submitted to Council: 14 February 2018

..... General Manager Mayor



Walcha Golden Gate Rodeo – Saturday 13 January 2018

The Rodeo always draws a large crowd and this year was no different. It was a fabulous afternoon and evening of entertainment. A sprinkle of rain came down in a timely manner on the close of the last event.

Walcha Golden Gate Campdraft – Thursday 18 January– Sunday 21 January 2018

A huge gathering of horses, riders, trucks and gooseneck trailers frequented Walcha and the showground for the four days. Walcha is considered a popular campdrafting event on the calendar.

‘The Festival of Small Halls’ - Woolbrook – Thursday, 1 February 2018

This concert at the Woolbrook Hall was a fabulous experience and opportunity to have quality music performed in small communities and brought to small towns. Canadian folk powerhouses *The Small Glories* and Australian star *Claire Anne Taylor* who won the Byron Bay Blues Festival busking competition a few years ago were the performers with local Woolbrook artist *Tony Kennelly* performing as the opening act. This event drew an approximate crowd of 120 people, it was deemed a great success.

Country Music Festival

We saw the usual increase in traffic due to the Tamworth Country Music Festival.

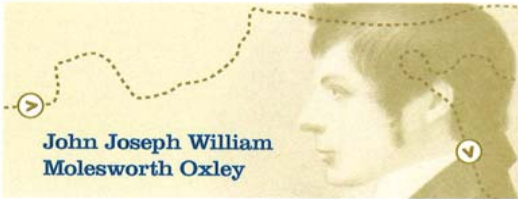
Special Thanks

To our amazing volunteers at the Visitor Information Centre who cover our weekends, public holidays, Council closure dates and a lot of our annual leave. There were many days to be covered over the Christmas break and we are so grateful for their services and willingness to assist. Comments from our visitor book are always positive and the volunteers all do a fabulous job.

Susie Crawford
Tourism Manager



John Oxley Bicentenary Brochure



John Joseph William Molesworth Oxley

Surveyor General of New South Wales
 Ranks amongst the great explorers of Australia

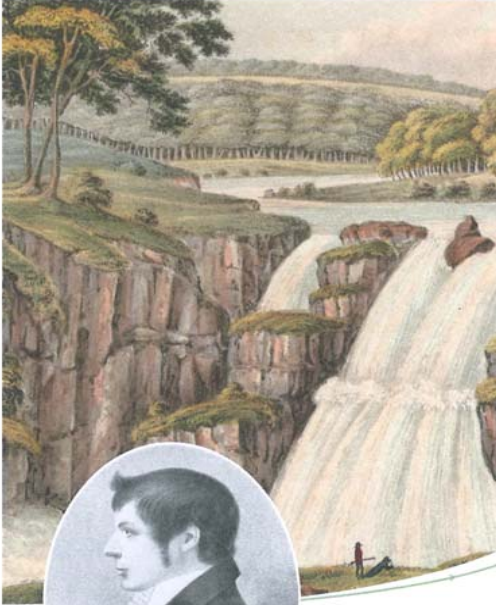
His journals *Two Expeditions Into the Interior of New South Wales* (published in London, 1820) are significant historical documents, being the first detailed description of the Australian interior.

1784 Born at Kirkham Abbey, Yorkshire, England – exact date unknown.
1784 Baptised July 6, at Bulmer, Yorkshire, England
1799 Joined Royal Navy (aged 15), successfully gaining promotions throughout his career
1812 Appointed Surveyor General of NSW (second application)
1817 Discovered course of Lachlan River
1818 Led an expedition from Bathurst on May 28 to investigate the Macquarie River. The river disappeared in an 'ocean of reeds' (Macquarie Marshes).
 From July, Oxley's party proceeded north-east until they discovered the Castlereagh River. Turning east they then found the rich Liverpool Plains, reached and named the Peel River, crossed the southern part of the New England range near Walcha, discovering the Apsley Falls. They then found the Hastings River and followed it to its estuary which was named Port Macquarie.
1822 Married Emma Norton (1798 – 1885)
1823 Explored Moreton Bay and Brisbane River
1828 Died May 25, Kirkham, Camden NSW, aged 44
 Buried; Devonshire Street Cemetery, Sydney (where Central Railway Station now stands). Oxley now lies in the Botany Cemetery.

REFERENCES
 John Oxley, "Journals of Two Expeditions into the Interior of New South Wales, 1817-1818", London, 1820 – sets.library.usyd.edu.au
 Australian Dictionary of Biography – adb.anu.edu.au
 Joseph Oxley, National Library of Australia, nla obj-135904114
 Armistead & Dist-nes Historical Society

John Oxley Walcha



8 SEPTEMBER 1818



Apsley Falls and Gorge, originally named Bathurst's Falls and Beckett's Cataract, are located 20km east of Walcha and 1km off the Oxley Highway. Access is sealed, with RV and wheelchair-assist accessibility.


TOP FALLS, 85M
 The top falls have wheelchair-assist accessibility, with the main viewing platform just 20m from the carpark.
 On September 14 Oxley wrote in his journal "We were lost in astonishment at the sight of this wonderful natural sublimity".




LOWER FALLS, 65M
 The 2.5km return walk to the lower falls is accessed by a footbridge upstream from the top falls.

Walcha Visitor Information Centre
 29w Fitzroy St, Walcha NSW 2354
 Phone 02 6774 2460

www.walchansw.com.au



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..... General Manager Mayor



JOHN OXLEY and his expedition were the first "official" Europeans to the district. In search of new farming lands he climbed the steep, rugged ranges, traversed from west to east over the southern end of the tablelands known as the New England. On September 8, he camped by a good waterhole on the Apsley River, 1.5kms south of the current Walcha township. He named the river after the Secretary of the State of the Colonies, Lord Apsley. He wrote in his journal *"the finest open country, or rather park, imaginable. A country of running waters, on every hill a spring and in every valley a rivulet."*

Oxley's 1818 Expedition

THE EXPEDITION'S PATH THROUGH WALCHA

The deep ravines of the gorges encumbered all the expedition's attempts to descend the ranges before eventually reaching the Bathurst Falls (Apsley Falls). Here Oxley was finally able to continue his journey east, discovering his route to the coast.

CROSSING THE GREAT DIVIDE

- September 4** Discovered and named the Cockburn River
- September 7** Climbed ranges and named Sydney River – now Macdonald River
- September 8** Camped on Apsley River, 1.2km south of Walcha, near where present day Langford House stands
- September 9** Continued east for 14 miles
- September 11** Blocked by the impassable deep canyons of the gorge country
- September 12** Rode the rim of the gorge
- September 13** Discovered and named Becket's Cataract
- September 14** Discovered and named Bathurst Falls – now Apsley Falls
- September 23** Named Sea View Mount – now Mount Seaview

Above: Joseph Lycett – painted from a sketch by George Evans of 'Bathurst Cataract on the River Apsley, New South Wales'.

'THE CAIRN'
 Located 500m south of Walcha, near the Apsley River's Millhole

Plaque reads:

John Oxley
 Surveyor General
 on his journey of exploration to the coast camped approximately 1 mile SE of here
 8th September 1818.

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9.5 Grant Information

Grants Currently Applied for:

Name of Grant:	Purpose of Grant:	Amount Requested :	Council Contribution:	Date Outcome Announced:	Outcome
Youth Opportunities Program	Establishment of a Homework and Learning Support Centre	\$38,590	\$4,000	November	Unsuccessful
Stronger Country Communities Fund	Replacement preschool building	\$660,000	\$340,000 \$52,000	November	Successful
Stronger Country Communities Fund	Sporting Ground upgrade	\$120,000	\$0	November	Successful
Community Building Partnership	Internal fit out of Walcha Council Community Care Building.	\$25,000	\$25,000	December	Unsuccessful
Regional Arts Fund NSW Community Grants	Sculpture Symposium	\$20,000	\$8,500	November	Successful
Regional Arts NSW Country Arts Support Program (CASP)	Artist fees for Sculpture Symposium	\$3,000	\$2,700	November	Successful
Australia Council for the Arts Project Fund	Sculpture Symposium	\$70,000		Unknown	
Preschool Professional Development Grant	Child Protection Training update for all educators	\$1,750	Preschool will pay fees if unsuccessful	Unknown	Successful
ClubsNSW Infrastructure Grants Round 2	Redevelopment of Walcha Memorial Cenotaph	\$50,000	\$55,000	January	
Heritage Near Me – Strategies Fund	Development a Walcha Heritage Strategic Plan	EOI	\$1,500		Successful – progressed to next stage
Ministerial Discretionary Grant	John Oxley Brochure for Bicentenary	\$1,500			Successful

Grants Currently Being Investigated:

Name of Grant:	Purpose of Grant:	Closing Date:
Arts Projects – Organisations Community Building Partnership Youth Opportunities Funding Regional Arts NSW website:		Various times

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Website Links:

- <https://www.liquorandgaming.justice.nsw.gov.au/Pages/about-us/our-initiatives/infrastructure-grants/arts-and-cultural-funding-round.aspx>
- <http://regionalartsnsw.com.au/grants>
- <https://www.liquorandgaming.justice.nsw.gov.au/Pages/about-us/our-initiatives/infrastructure-grants/arts-and-cultural-funding-round.aspx>
- <http://www.fitforthefuture.nsw.gov.au/content/innovation-fund>
- <http://www.lgnsw.org.au/files/imce/uploads/127/cremf-introduction-1.pdf>
- <http://youth.nsw.gov.au/youth-opportunities/>
- <http://www.communitybuildingpartnership.nsw.gov.au/>
- <http://investment.infrastructure.gov.au/funding/blackspots/>
- <https://www.transport.nsw.gov.au/projects/programs/fixing-country-roads>
- https://infrastructure.gov.au/infrastructure/pab/active_transport/
- <http://www.liquorandgaming.nsw.gov.au/Pages/about-us/our-initiatives/infrastructure-grants.aspx>
- <https://www.industry.nsw.gov.au/invest-in-nsw/regional-opportunities/stronger-country-communities-fund>
- <http://www.liquorandgaming.nsw.gov.au/Pages/about-us/our-initiatives/infrastructure-grants.aspx>
- <https://www.create.nsw.gov.au/funding-and-support/types-of-funding/project-funding-regional-partnerships/>
- <https://www.create.nsw.gov.au/funding-and-support/types-of-funding/project-funding-arts-and-cultural-projects/>
- <http://regionalartsnsw.com.au/grants/raf/>
- <http://regionalartsnsw.com.au/grants/casp/>
- <http://www.australiacouncil.gov.au/funding/>
- <http://www.dec.nsw.gov.au/what-we-offer/regulation-and-accreditation/early-childhood-education-care/funding/funding-projects/sector-development-program/professional-development-grants>



ENGINEERING SERVICES

9.6 Wages & Overtime Summary

Pay Period	Week Ending	Overtime Hours	Amount (\$)
24	11/12/2017	69.75	3,174.13
25	18/12/2017	82.50	4,189.36
27	01/01/2018	126.00	5,755.12
28	08/01/2018	50.50	2,421.31
29	15/01/2018	99.25	5,766.40
30	22/01/2018	77.75	3,771.22
31	28/01/2018	83.50	4,088.84
32	04/02/2018	67.25	3,264.35
TOTAL		656.50	\$32,430.73

9.7 Shire Roads Maintenance

Bypass Track Removal:

In order to gain efficiency, the bypass tracks around the recently replace bridges have been removed alongside a gravel re-sheeting crew. This has allowed for the gravel that was used in these bypass tracks to be directly placed onto the adjacent road, which reduces re-sheeting costs and removes the need to transport the material away from site.



Bypass tracks that have been removed include; two bridges on the Hartford Road, Aberbaldie Road Bridge, Flags Niangala Road Bridge, Mooraback Road Bridge and Kangaroo Flat Road Bridge.



Gravel Re-Sheeting:

In addition to the roads that have been re-sheeting as a result of the bypass tracks being removed, Moonganna Road has also been re-sheeted. The gravel was sourced from the Bergen Bridge Bypass Track.

Further re-sheeting has occurred on Mitchell Hill and Lakes Roads. The latter, received a large storm

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event and required urgent repair works. An image inserted below within “Culvert Replacement” shows the exposed concrete pipe culverts that resulted from this storm.

Culvert Replacements:

Due to the increasing inspections that are occurring on culverts, there have been defects identified that required immediate attention. The Nowendoc Culvert replacement and works on the Geraldine Road have been completed.



Additionally, a culvert has been replaced and the road widened on Hartford Road, allowing for greater ease of truck access.

In addition to preventative maintenance, a culvert on the Lakes Road required urgent repairs due to a large storm event that occurred prior to Christmas. This event saw approximately 100mm fall in the vicinity of Cleveland Road. The impact on a twin cell 1200mm culvert was quite extensive, requiring urgent remedial works.





State and Regional Roads Maintenance:

Thunderbolts Way & Oxley Highway BTB20 Patching:

BTB20 is a Bitumen Treated Base that is based on a densely graded gravel material provided by Fulton Hogan. The material is designed to be much more rigid than compacted gravel and provide a waterproof layer of pavement. In an attempt to find a more effective methodology of heavy patching, BTB20 has been utilised as a trial solution to heavy patching.



The material is quite similar to a hot mix asphalt product, however it is much more cost effective. The trial will be monitored by Fulton Hogan and a report will be prepared after 12 months of monitoring. Walcha's trial will be used for other Council's information and will be used as an example if successful.



Oxley Highway Reseals:

The largest reseal season in some time is nearing completion, in total 22 segments have been resealed on the Oxley Highway alone. The program has been completed quite smoothly, with favourable weather for the majority of the project.



Bergen Bridge Bypass Track Removal and Rehabilitation:

The Bergen Bridge Bypass has been removed and the temporary road has been rehabilitated, closing out the last phase of this project. In order to gain efficiencies, the Moonganna Road was re-sheeted with the material sources from the temporary road.



Urban – Projects:

McHattan Park Upgrade:

The McHattan Park Upgrade is now complete. The park was successfully opened by Council representatives and community members. Council employees have conducted multiple inspections on the recently installed equipment, which has led to no defects being identified.



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Levee Bank Footpath:

A new section of footpath linking the Middle Street Bridge and the Levee Bank footpath is now complete. The footpath was completed in an efficient manner, leaving funds for further footpath extensions.

Urban Roads Reseals & Crack Sealing:

The urban roads reseals is now complete, which saw several segments in town resealed. The program will continue next financial year with further funding.



Completed Maintenance Snapshot:

Local Roads	
Maintenance Grading:	Roads:
	Seg-20 Scrubby Gully
	Aerodrome
	Tops
	Nine Mile Church
	Glen Morrison
	Bishops
	Table Top
	Florida
	Winterbourne
	Glenbrook
	Rosedale
	Millbank
	Wirribilla
	Baringa
	Brackendale
	Bark Hut
	Lakes
	Cleveland
	Old Brookmount
	Ohio

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	Brookvale
	Nivison
Drainage	Roads:
	Lakes
	Geraldine
	Hartford
Slashing	Roads:
	Emu Creek
	Moona Plains
	Winterbourne
	Aberaldie
	Brackendale
	Niangala
	Bergen
	Wollun
Spraying	Roads:
	Wollun
	Moona Plains
	Emu Creek
	Winterbourne
	Aberaldie
	Niangala
Signage Installation	Road:
	Kangaroo Flat
Bridge Repair	Road
	Niangala Road – Army Bridge
State & Regional Roads	
Oxley Highway Maintenance:	Tasks:
	Sign Maintenance & Repair
	Servicing Rest Areas
	Vegetation Control
	Cold Mix Patching
	Drainage
Regional Roads:	Tasks:
	Cold Mix Patching
	Slashing
	Spraying
	Service Rest Areas
Urban Roads	
Urban Maintenance:	Tasks:
	Sporting Ground Maintenance
	Town Street Cleaning
	Parks and Garden Maintenance
	Pool Ongoing Maintenance

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Proposed Works for the Coming Period:

Shire Roads:

- ◆ Maintenance grading has been postponed due to the ongoing dry weather, grading will resume when favourable weather conditions return. The roads to be graded will be based upon requirement.
- ◆ Gravel Re-Sheeting on Tia Diggings Road
- ◆ Finalise Bypass Track Removals

State & Regional Roads:

- ◆ Maintenance:
 - Pothole Patching.
 - Vegetation Maintenance.
 - Crack Sealing.
 - Safety Patching and Sealing.
- ◆ Reseal Program to be completed on the Oxley Highway

Works In Town:

- ◆ Streetscape Maintenance.
- ◆ Sporting grounds maintenance.
- ◆ Town Mowing - parks, gardens and cemeteries.
- ◆ Town Garden Maintenance.
- ◆ Complete the McHattan Park Upgrade.
- ◆ Pool Operations and Maintenance.
- ◆ Secondary crossing at the Crocodile bridge to be installed.

Commence the Walcha Oval Irrigation Upgrade

Dylan Reeves
Director – Engineering Services

9.8. Water

Current Water Restrictions – Level 2 Moderate: target usage 220 – 260 Litres/Person/Day

Water usage for the month of January 2018 was as follows:

- ◆ Monthly Usage – 23 ML (highest usage for the past 12 months)
- ◆ Usage per person per day – 444 Litres (<100 Litres/Person/Day over the annual average of 330 Litres)
- ◆ The supply from the Macdonald River held on through the month with capacity even allowing for top ups to the Emergency Supply dam at Muluerindie. Preparation work was carried out in case Emergency Supply dam at Muluerindie is needed.

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9.9 Sewer

Sewer Treatment Plant (STP) Upgrade

Works are progressing well on both the new Storage Dam and the refurbishment of the Maturation Pond. The refurbishment work on the Maturation Pond is due for completion 31 March.

The analysis results from DPI Water from the anaerobic digester failure in November 2017 showed the digester has a volatile acid/alkalinity ratio above the recommended value. Planning to commence on upgrade works to the Sewer Plant (eg. second digester, new screens) once the work on the two dams is complete.

9.10 Waste

Container Deposit Scheme (CDS)

A CDS collection point at the Waste Depot is no longer being pursued due to the establishment of a collection point at Transwest Fuels (Apsley Motors). Transwest is able to provide the required staffing levels and opening hours, which Council was not resourced to do.

Waste Strategy

The hydrological survey being prepared to provide assurance to the EPA that the water monitoring results, which have shown for many years that no leachate is present at the site, are dependable is underway. Stage 1 of the hydrological survey is a desktop assessment to compile available groundwater information and data into a conceptual model of leachate migration from the site and to identify data gaps and additional groundwater monitoring requirements. The desktop study is due this month.

Woolbrook & Nowendoc Waste Transfer Station Conversions

Woolbrook Landfill: Waiting on approval from the EPA for the revised Closure Plan submitted in December prior to the commencement of work.

Tess Dawson
Senior Manager - Water, Sewer & Waste



ENVIRONMENTAL SERVICES

The purpose of this report is to provide statistical information in relation to activities of the Environmental Services Department. This Department is responsible for the following key functions:

- ◆ Development
- ◆ Town Planning & Strategic Planning
- ◆ Construction compliance
- ◆ Environmental management
- ◆ Regulatory services
- ◆ Animal control
- ◆ Building and amenity maintenance

The statistical information contained within this report demonstrates the work carried out by staff in achieving the strategic objectives and delivery actions as outlined in Council’s Community Strategic Plan 2027, Delivery Program 2017-2021 and Operational Plan 2017-2018.

A report will be presented to Council each month for comparison purposes, showing the previous year’s totals, and the year to date figures for the current year.

9.11 Development

Development Application (DA) Data		
	2016/2017	2017/2018 YTD
Total Number of DAs Determined	22	21
Number of DAs Outstanding	2	6
Average Determination Time (days)	30.6	26.4
Value of DAs	\$4,024,495.00	\$3,092,497.00
Number of Single New Dwellings	7	7
Residential	1	2
Village / Large Lot Residential	1	1
Rural	5	4
Number of Multi Unit Dwellings	0	0
Number of Commercial Developments	3	1
Number of Industrial Developments	0	0
Withdrawn / Cancelled	0	1
Refused	0	0

Complying Development Application (CDC) Data		
	2016/2017	2017/2018 YTD
Total Number of CDCs	8	4
Value of CDCs	\$324,300.00	\$95,000.00
Number of Single New Dwellings	0	0
Residential	0	-
Village / Large Lot Residential	0	-
Rural	0	-

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Development Applications and Complying Development Certificates Determinations issued – December 2017 and January 2018

Section 101 of the *Environmental Planning and Assessment Act 1979* (the Act), as amended, precludes a challenge to the validity of consent more than three (3) months after the date of public notification of the consent. Consents are available for public inspection, free of charge, during ordinary office hours at Council's Hamilton Street office. In accordance with Section 101 of the Act and Clause 124 of the *Environmental Planning and Assessment Regulation 2000*, the following determinations are publicly notified:

DA Number	Description	
10.2017.23	Construct a new 2100mm high Colorbond & Securacore boundary fence	10S Meridian Street, Walcha
10.2017.24	Construct a new dwelling & detached garage	57W-59W Apsley Street, Walcha
10.2013.33.2	Additions to Anglican Church	5N-9N South Street, Walcha
10.2017.25	Construct a new dwelling	1211 Wollun Road, Walcha Road
10.2017.26	Construct a new dwelling	101 Ohio Road, Walcha
10.2017.28	Occupy a temporary dwelling	23 Berman Street, Woolbrook
CDC Number	Description	
Nil		

Declaration of Interest by Applicant of a Development Application / Construction Certificate / Complying Development

Nature of Interest	Number Received 2016/2017	Number Received 2017/2018 YTD	Number Received this period
Political Gifts and Donation	0	0	0
Applicant or owner is an employee of Walcha Council or a Councillor	0	0	0
Applicant with any relationship to staff or Councillor	1	0	0

s149 Planning Certificates

Section 149 Certificates are issued under the provisions of the *Environmental Planning and Assessment Act 1979*, it provides information on the relevant planning regulations which apply to any particular piece of land. It is compulsory for every property sold to be accompanied by a s149 Planning Certificate.

S149 Planning Certificates	2016/2017	2017/2018 YTD	This Period
Number Issued	137	51	9

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9.12 Environment & Regulatory

Environmental & Public Health Regulatory Services

Council performs a number of regulatory functions to control and manage matters of public health and environmental concern to the community, some of these include:

- *Companion Animals Act 1998* e.g. dogs not under effective control & nuisance dogs (barking),
- *Local Government Act 1993* e.g. overgrown land and accumulation of waste, and
- *Protection of the Environment Operations Act 1997* e.g. dumping of rubbish.
- *Food Act 2003* e.g. hygiene and handling

Penalty Notices

Description	Act	2016/2017	2017/2018 YTD	Issued this Period
Owner of dog which rushes at /attacks /bites /harasses /chases any person /animal	Companion Animals Act 1998	0	1	0

Notices and Orders Issued

Description		2016/2017	2017/2018 YTD	Issued this Period
Overgrown allotment (Order Number 21, Section 124 Local Government Act 1993)	Warning	5	8	3
	Intention	0	2	0
	Order	0	0	0
Accumulation of waste (Order Number 22, Section 124 Local Government Act 1993)	Warning	3	0	0
	Intention	0	2	0
	Order	0	0	0
Keeping of animals (Schedule 2 Local Government Regulation 2005 & Council Policy)	Warning	6	3	1
	Intention	1	2	1
	Order	0	0	0
Nuisance dog (Section 32A Companion Animals Act 1998)	Warning	0	0	0
	Intention	2	0	0
	Order	0	0	0
Dangerous dog (Section 34 Companion Animals Act 1998)	Warning	0	0	0
	Intention	1	0	0
	Order	1	0	0
Roaming dog (Section 12A Companion Animals Act 1998)	Warning	2	8	0
	Intention	0	0	0
	Order	0	0	0
Companion animal microchipping & registration (Sections 8 & 9 CA Act 1998)	Warning	4	17	2
	Intention	0	0	0
	Order	1	0	0
Vehicles and traffic on nature strip (NSW Road Rules 2014)	Warning	13	0	0
	Intention	0	0	0
	Order	0	0	0
Abandoned vehicle (Road Transport (Vehicle and Driver Management) Act 2005 and Impounding Act 1993)	Warning	0	0	0
	Intention	0	0	0
	Order	0	0	0

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Noise Abatement (Protection of the Environment Operations Act 1997)	Warning	0	0	0
	Intention	0	0	0
	Order	0	0	0
Environmental Pollution (Protection of the Environment Operations Act 1997)	Warning	1	0	0
	Intention	0	0	0
	Order	0	0	0

For information purposes a summary of the number of customer requests received is provided.

Environmental Services Customer Requests December 2017 and January 2018	
Barking dogs	1
Dog attacks	2
Roaming dogs	3
Roaming stock	0
Other animal issues	4
Public buildings / amenities	1
Food premises	0
Overgrown land	1
Accumulation of waste	0
Environmental pollution	0
Illegal building works	0
Other	1

Tree Management Applications (TMAs)

A Tree Preservation Order exists over the town of Walcha to promote the retention of trees and tree cover and to conserve as far as is practical the existing pattern of vegetation, for information purposes a summary of the tree management applications lodged with Council is provided.

TMAs	2016/2017	2017/2018 YTD	This Period
Lodged	27	16	3
Approved (under delegation)	26	16	3
Approved (Council)	0	0	0
Refused	0	0	0

Food Premises Surveillance

Under the Food Regulation Partnership Council is appointed as an enforcement agency under the *Food Act 2003*. As an enforcement agency Council is responsible for food surveillance within the Walcha LGA and Council is required to report our food surveillance activity to the NSW Food Authority annually.

For information purposes a summary of the food surveillance activities undertaken for the 2017/2018 year as at 31 January 2018 is provided.

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Food Premises Surveillance 2016/2017						
	High Risk Fixed	Medium Risk Fixed	Low Risk Fixed	Mobile	Temporary	TOTAL
Total No.	27	6	7	2	2	44
No. Primary Inspections	0	0	-	0	0	0
No. Re-inspections	0	0	-	0	0	0
No. additional Re-inspections	0	0	-	0	0	0
No. FSS Required	21					21
No. FSS Current	21					21

9.13 Animal Control

Council encourages responsible pet ownership in the community, as well as at home. Pet owners should make sure their animals don't disturb their neighbourhood and threaten or harm any other person, pets or wildlife.

Council is required to enforce the registration laws, and the other areas of pet ownership covered by the *Companion Animals Act 1998*.

Companion Animals Registrations 2017/2018							
	Desexed	Non desexed	Pensioner (desexed)	Pound Purchase (desexed)	Recognised breeder	Working	Value \$
Jul	0	0	0	0	0	0	\$0.00
Aug	1	0	0	0	0	0	\$55.00
Sep	0	0	1	0	0	1	\$23.00
Oct	1	1	0	0	0	0	\$256.00
Nov	2	0	0	0	0	0	\$110.00
Dec	1	0	0	0	0	3	\$55.00
Jan	0	0	1	0	0	0	\$23.00

Companion Animals Seizures 2017/2018						
	Seized	Surrendered	Released	Rehomed	Euthanased	Stolen/Escaped
Jul	2	0	2	0	0	0
Aug	4	0	3	0	1	0
Sep	4	2	1	1	2	0
Oct	4	0	4	0	0	0
Nov	4	2	0	0	4	0
Dec	5	1	2	0	2	1
Jan	3	0	1	0	2	0

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COMMUNITY SERVICES

9.14 Walcha Council Community Care

No Report was submitted.

Cathy Noon
Community Care Coordinator

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9.15 Library

December 2017 / January 2018

Monthly Stats:

December 2017:

- ◆ 708 issues
- ◆ 632 returns
- ◆ 36 reservations placed
- ◆ 92 reservations issued
- ◆ 8 new members
- ◆ Computer use 61
- ◆ Wifi use 41
- ◆ Door count 656

January 2018:

- ◆ 810 issues
- ◆ 805 returns
- ◆ 36 reservations placed
- ◆ 143 reservations issued
- ◆ 5 new members
- ◆ Computer use 95
- ◆ Wi-fi use 34
- ◆ Door count 1,172

Holiday Program:

Overall the program went really well. We started off with the Christmas Storytime and Craft. Santa popped in and read the kids a few different Christmas stories followed by some fun craft. The kids could make a reindeer key ring or Christmas tree ornament. The kids absolutely loved having Santa read them a book. A big thank you Eric Noakes (I've attached some photos for you all to enjoy).

Next on the program was a Weaving and Wool Craft workshop run by Belinda Parrish and her friend at Walcha Handmade. Belinda said the group of kids really enjoyed the workshop, with some even staying longer to finish their projects. Overall Belinda said how impressed her and her friend were with the politeness and enthusiasm of all who participated. They also said the projects were very individual and demonstrated their personalities very well. Our next activity was a LEGO workshop at the library. This is one of the most popular activities, which is why we continue to run it every school holidays. Once again it was booked out and the kids were very creative.



LEGO at the Library

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Our next event was the ‘Movie Under The Stars’, it was estimated that over 200 people attended. All feedback from the night has been fantastic and everyone was very impressed with Walcha Central School P&F fundraiser where they had a sausage sizzles, gelato and popcorn for sale. Obviously each time we run these events we find little things that we could do different, however it’s all a learning experience and we aim to be able to learn from past events to ensure

they run as smooth as possible in the future.

Next was the Photography workshop run by Tasha Chawner. This workshop was completely booked out very soon after advertising. Tasha was very happy to be able to expose younger kids to photography and assist them in the development of their skills.



Photography workshop at Walcha Handmade – out and about in town

Next was the Pool Party and Pool disco. This was a fun event for all who came along. The weather was great, there was fresh fruit, cold water and free icecreams. We also had many prizes to give out which the kids were able to enjoy on the day. Healthwise, the Cancer Council and Walcha Rotary were all present at the Pool Party. The jumping castle was a hit big with the kids. Unfortunately this year we were unable to track down an inflatable but hopefully next year we will have more luck. The Pool Disco was a hit with the older kids, it was a lovely night and the DJ was fantastic. Overall the atmosphere was

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calm but still lots of fun. There was also prizes given out at the disco such as gift vouchers and mini portable speakers.



Pool Party



Bombing competition at the pool party

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Last but not least were our Sphero Robotics and Prototyping with Little Bits workshops at the library. Both of these workshops were full. The girls from Tamworth commented on how switched on the children who attended were and were extremely pleased to have finished their program with Walcha! Although majority who participated were boys, Kate and Amanda were extremely impressed with the level of motivation and engagement shown in both workshops!



Sphero Robotics at the Library



Madison Garrad
Library Coordinator/Youth Worker

Submitted to Council: 14 February 2018

..... General Manager Mayor



9.16 Preschool

December 2017 / January 2018

December 2017

During the last few weeks of term the children were busy creating gifts for Christmas, this year the children made chocolate gingerbread bark. After making and decorating a batch of gingerbread stars the children then placed them into melted chocolate and decorated the rest with red and green m&m's and edible glitter. This was then broken up and packaged up to put into the children's library bags to go home on their last day of preschool. Rachel Wellings came in and helped the children to build and decorate a gingerbread house. Again the children had lots of fun and they were excited to eat some of the left over decorations. Preschool appreciates family involvement of this kind as it helps us to get to know the families and children better.



Preschool was very excited to get a visit from local MP Kevin Anderson who arrived with a giant cheque for Walcha. This means the Preschool is able to build a new building to operate from and everyone is very excited to see this process begin.





To end 2017 the Preschool held its traditional Christmas party and last year the party was a big success with most families attending the party, the children were able to do craft activities and bounce on the jumping castle. The highlight, as always was when Santa arrived with lollies to hand out to all of the children.



January 2018

On return from holidays in January as expected our vegetable garden was overgrown and ripe for the picking. During the first week back the garden was harvested and the vegetables were shared with the families. As there was nobody around to pick the vegetables the squash, zucchini and pumpkin were overgrown and oversized. Fingers crossed our giant zucchini might win us a prize at the show. There was also lots of corn to be picked and it was delicious.

Zoe Herbert
Preschool Nominated Supervisor

RECOMMENDATION: That items included in the Management Review Report, numbered 9.1 to 9.16 inclusive, be **NOTED** by Council.



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..... General Manager Mayor



Item 11:

Delegate
Reports

Submitted to Council: 14 February 2018

..... General Manager Mayor

**BOARD MEETING MINUTES****DATE:** Thursday 14 December 2017, 9am to 12noon**VENUE:** Living Classroom Bingara**MEMBERS:**

Cr Jamie Chaffey	Gunnedah Shire Council	jamiechaffey@infogunnedah.com.au
Eric Groth		ericgroth@infogunnedah.com.au
Cr John Coulton	Gwydir Shire Council	jcoulton@gwydir.nsw.gov.au
Max Eastcott		meastcott@gwydir.nsw.gov.au
Cr Andrew Hope (Chair)	Liverpool Plains Shire Council	andrew.hope@lpsc.nsw.gov.au
Warren Faulkner		ron.vankatwyk@lpsc.nsw.gov.au
Cr Cathy Redding (Deputy Chair)	Narrabri Shire Council	Mayor@narrabri.nsw.gov.au
Stewart Todd		gm@narrabri.nsw.gov.au
Cr Col Murray	Tamworth Regional Council	c.murray@tamworth.nsw.gov.au
Paul Bennett		p.bennett@tamworth.nsw.gov.au
Cr Mick Pearce	Uralla Shire	mayor@uralla.nsw.gov.au
Andrew Hopkins		ahopkins@uralla.nsw.gov.au
Cr Eric Noakes	Walcha Council	enoakes@walcha.nsw.gov.au
Jack O'Hara		johara@walcha.nsw.gov.au
Rebel Thomson	Namoi Unlimited	r.thomson@tamworth.nsw.gov.au
Alison McGaffin	NSW Department of Premier and Cabinet	alison.mcgaffin@dpc.nsw.gov.au

BY INVITATION:

John Alexander	Regional Manager – Northern Roads and Maritime Services	John.Alexander@rms.nsw.gov.au
Melissa Gibbs	Director Policy and Sector Development Office of Local Government	Chris.Presland@olg.nsw.gov.au

1. WELCOME & APOLOGIES

The Chair welcomed members and guests to the final Board meeting for 2017.

MOTION MOVED Narrabri Shire Council **SECONDED** Uralla Shire Council

THAT, apologies for the meeting are accepted.

2. MINUTES, BUSINESS ARISING AND ACTION LIST

2.1 Board Meeting Minutes – ATTACHMENT A

MOTION MOVED Gunnedah Shire Council **SECONDED** Tamworth Regional Council

THAT, the minutes of the previous Board meeting are endorsed and an accurate record of the meeting.

ACTION 2017/12-01

That JOLT conducts a discussion and prepares an understanding for members around tabling and endorsing of minutes, and the expectations around completing actions and the timeliness of actions.

2.2 JOLT Meeting Minutes 16 October 2017 – ATTACHMENT B

The minutes of JOLT are noted.

2.3 JOLT DRAFT Meeting Minutes 20 November 2017 – ATTACHMENT C

The minutes of JOLT are noted.

2.4 Action List – ATTACHMENT D

Progress against actions is noted.

2.5 Chairs Minutes

In accordance with *section 3.7 of the Member Handbook*, the Chair Moved the following Motions:

2.5.1. MOTION

THAT, the Executive Officer and the Chair, coordinates meetings (either in person or via video conference) with the Mayor and the General Manager of the Local Government Areas of Armidale Regional Council, Glen Innes Severn Council, Moree Plains Shire Council, Inverell Shire Council and Tenterfield Council as soon as possible, with a view to build the economic growth of the region, encourage regional collaboration, and to form a Joint Organisation representing areas of the New England North West.

MOVED Liverpool Plains Shire Council SECONDED Tamworth Regional Council

2.5.2 MOTION

THAT, in light of the significant consultation to be undertaken Board meetings are scheduled to be held monthly commencing January 2018.

MOVED Liverpool Plains Shire Council SECONDED Tamworth Regional Council

ACTION 2017/12-01

The EO is tasked with preparing a solution to the Blue Jeans issues and coordinating a quote to be presented to the Board.

The EO to coordinate a January date for Board members with Executive Support Officers.

2.5.3 MOTION

THAT, the Board endorses the Memorandum of Understanding for the upcoming mission to China.

MOVED Liverpool Plains Shire Council SECONDED Tamworth Regional Council

3. OFFICE OF LOCAL GOVERNMENT - NEXT STEPS FOR COUNCILS IN THE FORMATION OF JOINT ORGANISATIONS OF COUNCILS IN NSW (MELISSA GIBBS)

Melissa Gibbs the Director Policy and Sector Development with the NSW Office of Local Government was welcomed to the meeting.

ACTION 2017/12-02

The EO is to secure a copy of the OLG presentation and distribute electronically to members.

OLG is conducting information sessions and providing support to groups of Councils on the next and important stages of implementation. Each Council should have received two letters from OLG; one for the Mayor and one for the General Manager.

The Local Government sector has been asking for the formation of regional entities and the governance structure that will accommodate these arrangements. The NSW Government has responded by introducing an amendment to the Local Government Act to form regional entities in November 2017. Two significant changes were introduced into the legislation; JOs will be aligned to NSW Planning regions and participation in a JO will be voluntary.

There are three core functions; regional strategic planning and priority setting, intergovernmental collaboration and advocacy. Regional Strategic planning can be determined, working with the State government and aligning with the NSW Government, IP&R and CSP.

There are potentially three key questions for Councils in determining if they want to establish a JO;

1. Why do you want to form a JO?
2. What do you want to do as a JO?
3. Who do you want to form it with?

The other design criteria is that, the formation of a JO in part of an area should not impact adversely other Councils, JOs must be aligned to a regional centre and be of a certain size and capacity, the Legislation enables two Councils to form a JO, NSW Government policy says there must be three members of a JO.

This and other areas of the Legislation provide flexibility for future application of the legislation.

The next steps summarised are:

- The amendment to the Act was introduced in November 2017
- There is a 'cooling off period' for amendments to the Act
- The Governor on the advice of the Minister will then proclaim the JOs to be formed across NSW and establish agreement on the principle functions to be performed by the JO
- This will then outline the role of the Board, the employment of the EO
- Any staff to be employed will be employed under the current framework

The function of a Body Corporate under the Local Government Act means the JO will operate as a Board; it can lease, buy or sell assets.

The Governor will proclaim a JO and change any proclamation to a JO. It is a significant decision. The Minister may make recommendations as to the formation of a JO.

In situations where there may be issues within the membership or financial commitments, the Minister may intervene. OLG will be providing support to Councils throughout this process.

The Act allows a Council to delegate functions to a JO, the JO (the Board) has to accept delegation for those functions.

Voting and representation is similar to the current Namoi Unlimited structure;

- One vote per council, vote rests with the Mayor
- Chair is elected for 2 years
- There is no casting vote or can have a vote
- Code of Practice for meetings

- Majority is consensus
- An independent chair can be elected
- Any delegation of the General Manager to the JO would need to be by Council resolution

The suggestions regarding the employment of an Executive Officer are:

- Appointment is the same as current requirements for Councils
- Seniority is a matter for each JO, however it was noted that a senior level EO was a factor in the success of a JO
- The JO will employ the EO or other staff
- The NSW Government is to apply to Fair Work for the Body Corporate to have a non-national status
- Transitioning of existing staff is being explored
- Councils will be able to nominate staff to conduct and assist with JO functions

Procurement processes

- The Councils can delegate acceptance of tenders to the JO
- The Councils can delegate anything except for those functions that are currently conducted by employed staff

Funding indicated by the NSW Government to date;

- \$3.3m to support the implementation of the Legislation,
- The amount allocated to each JO will be dependant on by how many JOs will be formed across NSW and the number of members within each JO
- Councils will contribute
- The entity will be able to apply for grants and generate income

Q&A Session with OLG

Q. Will the Minister recommend that a Council go to another region?

The Minister will seek clarification and or verification that the Council has resolved to join and understands the implications and opportunities of the partnership.

Q. What would happen if over time two groups sought to become one, such as one New England North West JO forming?

This would require the Minister to put forward a new proclamation to the Governor.

Q. What is the timeframe for Councils to make their decisions?

Councils will need to deliberate and make decisions to form a JO before the 28 February. The Office of Local Government and or the Regional Director for Premier and Cabinet are available to assist you with conducting discussions with your Councils.

ACTION 2017/12-03

The EO to distribute contact details for OLG and DPC to request assistance of attendance at Council meetings in the New Year.

4. RMS PROPOSAL FOR A NEW PILOT PROJECT WITH NAMOI UNLIMITED (JOHN ALEXANDER)

John Alexander spoke to the group seeking members' thoughts on developing a single regional maintenance contract arrangement with members, with the JO and the RMS. The value of this work between the Councils is approximately \$25million to \$30million annually.

The RMS has been working closely with the JO on the Roads Network Plan pilot program and with that trust and activity it is natural that the RMS would like to continue working on a regional relationship through another pilot program.

Strong collaboration with the JO, its members and on project activity exists, six of the seven member Councils have contracts with the RMS currently.

The pilot is expected to take some time to develop and negotiate, that this was an initial discussion on the opportunity with members.

There is naturally some hesitation around combining arrangements into a single contract however there are also some opportunities around efficiencies, reporting and performance criteria that may benefit all seven members. For example this may mean the application of consistent quality and environmental management processes and systems. Boundaries for the RMS do not align with the NSW Planning boundaries and overlap with Western NSW.

John reported that he had made a submission to conduct a pilot and is seeking interest from the Namoi to be part of this program in 2018. A more detailed proposal can be presented to the Roads Working Group in the New Year. The Minister is also interested in how the RMS can continue to leverage the relationship between the JO post the Roads Network Pilot.

Tamworth Regional Council suggested that support for any pilot program under the Namoi would be contingent on; no member Council being adversely affected or worse off with a regional arrangement when compared to an individual arrangement. The threat to outsourcing of works away from Councils is a real threat.

Identified issues and opportunities tabled for any future deliberations:

- Occasions where a Council may not be able to deliver works, and another council completes the work by agreement with the RMS
- Funding and coordination issues as well as project management
- Strategic follow on for the future of the network plan
- Participation in pilot sends a strong message from the JO that it is willing to work with Government
- Certainty over funding, rounds based funding and other funding models

The pilot enables these sorts of issues and opportunities to be shaped.

ACTION 2017/12-04

This opportunity is to be tabled at the next Roads and Transport Working Group meeting and a recommendation prepared for the Board.

5. ANNUAL BUSINESS PLAN REVIEW (facilitated session with Alison McGaffin)

As a wrap up of the first six months of the 2017-2018 Business Plan Alison McGaffin conducted a workshop session with members to review organisational performance that will enable the group to set or reset activity, governance and expectations.

This will also enable a letter of activity to be sent to every Councillor of member Councils before the end of the year. In general members acknowledged the significant work undertaken to achieve activity in the Business Plan.

AREA OF FOCUS	SUCSESSES	ISSUES	OPPORTUNITIES
Organisational Governance	<ul style="list-style-type: none"> ▪ Moving forward on projects, activities and delivery ▪ Activity of working groups is positive 	<ul style="list-style-type: none"> ▪ Communication between the working groups, JOLT and the Board ▪ Communications of 	<ul style="list-style-type: none"> ▪ Continue the momentum of activity into 2018 ▪ Structuring the relationship between

	<ul style="list-style-type: none"> ▪ Sponsors of the International Engagement project are fully engaged meeting regularly ▪ Activity of the EO acknowledged 	<p>activity and decisions between the groups</p> <ul style="list-style-type: none"> ▪ Consistent approach by Sponsors to project ownership ▪ GMs need to engage with working groups and their meetings ▪ Work load of the cumulative activity on a smaller Council is significant across a number of areas not just the Mayor and the GM ▪ The JO developed out of fear of amalgamation ▪ Work needs to be assessed with an understanding of the scale and capacity of projects and their impact on each Council 	<p>Sponsors, Working Groups, JOLT the Board and potentially the RLE into the future.</p> <ul style="list-style-type: none"> ▪ Working Groups informing JOLT and the Board ▪ More meetings, more engagement with Mayors/the Board ▪ GMs of working groups to present reports to JOLT and the Board ▪ How can the work load be managed? ▪ How can the cost (1) direct and indirect (2) cash and or in-kind be measured and managed? ▪ Recommendation that the board remains vigilant, that the organisation remains lean, trade offs need to be made between individual Council work and regional work. ▪ Refinement to be a standing agenda item for the Board – pause and reflect, are their pressures, are they internal or external – structured conversation that will cause impost on Councils.
Business Model	<ul style="list-style-type: none"> ▪ Elements of the Business Model determined ▪ Actions and activities prioritised and budgeted ▪ Structures enabled 	<ul style="list-style-type: none"> ▪ Future financial viability ▪ Identification of income streams ▪ The organisation can't be reliant on grants ▪ Capacity to increase membership maybe limited 	<ul style="list-style-type: none"> ▪ Board workshop with JOLT early 2018 ▪ Solid thinking to be developed by April 2018 ▪ Business Model enacted for the 2018-2019 Business Plan
Advocacy	<ul style="list-style-type: none"> ▪ CSPs aligned and positions of advocacy 	<ul style="list-style-type: none"> ▪ Limited resources of the organisation, 	<ul style="list-style-type: none"> ▪ Remuneration of Mayors to undertake

	<p>tabled</p> <ul style="list-style-type: none"> ▪ August advocacy event in Sydney ▪ Creditability and visibility with MPs and agencies ▪ Advocacy themes identified for Canberra meeting ▪ Opportunities for future projects/pilots with the JO are coming to fruition 	<p>means the organisation is reliant on member Councils to contribute</p>	<p>their leadership roles</p> <ul style="list-style-type: none"> ▪ Mechanism for review of agendas and views of the JO to be tabled at the RLE
Procurement	<ul style="list-style-type: none"> ▪ Draft regional plan has been endorsed by JOLT and will be finalised early 2018. 	<ul style="list-style-type: none"> ▪ Commitment to the working group required into 2018 to implement the plan ▪ GMs need to secure commitment to working groups and that of participants 	<ul style="list-style-type: none"> ▪ Is this an opportunity to expand procurement to the NEGroup of Councils? ▪ Minutes and reports from working groups to include meeting attendance
Internal Skills	<ul style="list-style-type: none"> ▪ Selected region for the Local Government Skills pilot ▪ Coordination of the AICD course for members 	<ul style="list-style-type: none"> ▪ Communicating the important role of each working group within each member Council and through Council representation ▪ The contribution to the JO is an investment in the future rather than a direct cost 	<ul style="list-style-type: none"> ▪ GM delegates working group activity to a senior Director to report back to the GM ▪ Communication about the value of local government to the community and local jobs ▪ What is the future strategy to grow the local employment vision
International Engagement	<ul style="list-style-type: none"> ▪ Strong relationship between T&I and DPI ▪ Relationships with these agencies internationally ▪ New branding developed for the project then adopted for the organisation ▪ Commitment of the Sponsors, the Mayors from TRC and GSC ▪ Project scope and activity remains reasonable and flexible 	<ul style="list-style-type: none"> ▪ Recording the key learnings for the development of a International Engagement Strategy ▪ Regular dialogue with Commonwealth agencies ▪ Maintenance or projects ready for investment 8-9 projects for the region ▪ Timely feedback from member Councils ▪ Two Councils TRC and GSC are carrying the 	<ul style="list-style-type: none"> ▪ Mission planned for March 2018 ▪ JOLT to develop a commitment to and guarantee for – responsiveness ▪ An International Engagement Strategy needs to be completed ▪ How do we recognise those Councils that may not have specific capacity or capability in an area? How do we they work together to help each other?

	<ul style="list-style-type: none"> Completion, launch and now an update of the Investment Prospectus 	greatest load	
External Skills Strategy	<ul style="list-style-type: none"> Local Government Skills Strategy pilot has set a direction around youth unemployment, transitioning to trainees/apprentices and onto a career with Local Government DPC is coordinating a regional focus on youth training and unemployment 		<ul style="list-style-type: none"> JO is part of the RLE
Roads and Transport	<ul style="list-style-type: none"> The JO is being sought to work on pilot activities Pinch points are almost completed, project is with NSC currently Commitment of \$100,000 to the Roads Network Pilot from the RMS 	<ul style="list-style-type: none"> Alignment and communication of priorities from the Board to the Sponsor to Working Groups Difficulty in having technical specialists address regional priorities, determining what is a regional priority One clear priority and task 	<ul style="list-style-type: none"> Assigning time for the Board to have this conversation with the Working Group and the Sponsor What are the skills, experience and role that are needed on working groups to complete the tasks? Board needs to be able to articulate what is the regional benefit that they are seeking by completing a specific piece of work Funding from the RMS will be used to support the development of business cases going forward Board needs to provide advice to working groups about how they would like an impasse or conflict resolved?
Namoi Water Alliance	<ul style="list-style-type: none"> Group is still recognised for its leadership in the area, but the focus could be strengthened 	<ul style="list-style-type: none"> Group seems to be struggling with their identity under the JO The Board and JOLT need to be setting the agenda for the working group Demonstrating the 	<ul style="list-style-type: none"> Alliance membership model and funding model needs to be reviewed

		value for membership needs to be completed	
Energy and Sustainability	<ul style="list-style-type: none"> ▪ DPC pilot into renewables with the Northern Area ▪ Strong interest from the sponsor and the working group 	<ul style="list-style-type: none"> ▪ Capacity for renewable energy back into the grid, applicant has 60 days to hold capacity. NSC economic development manager to write a report for DPC 	<ul style="list-style-type: none"> ▪ Financial value of the working group and membership is to be defined ▪ Strong potential for funding to support regional collaboration and projects ▪ Agreements with providers of renewables to be considered
Planning	<ul style="list-style-type: none"> ▪ Group reconvened ▪ Role in the monitoring and coordination of the NENW Regional Plan 	<ul style="list-style-type: none"> ▪ 	<ul style="list-style-type: none"> ▪ To establish a peer review panel ▪ Sharing of capacity and capability

Tamworth Regional Council departed the meeting at 12noon.

Meeting closed at 12.30pm.