



BUSINESS PAPER  
ORDINARY MEETING OF COUNCIL

To be held on

Wednesday, 27 June 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

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Submitted to Council: 27 June 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, 27 June 2018** commencing at **2.00pm**.

Yours sincerely

Jack O'Hara  
GENERAL MANAGER

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7.	Notices of Motion	
7.1	Nil.	
8.	Matters of Urgency (Resolution to admit matters of urgency before being further considered by Council).	
9.	Management Review Report	WO/2018/00980

Submitted to Council: 27 June 2018

..... General Manager ..... Mayor



10. Committee Reports

- 10.1 Minutes of the Walcha Council Mountain Festival Committee Meeting held on Wednesday, 13 June 2018 at Council Chambers. WO/2018/00950
- 10.2 Minutes of the Walcha Council Tourism Advisory Committee Meeting held on Wednesday, 13 June 2018 at Council Chambers. WO/2018/00975

11. Delegates Reports

- 11.1 Minutes of the Country Mayors Association Meeting held in Sydney on Friday, 1 June 2018. WI/2018/06411

12. Committee of the Whole

- 12.1 Purchase of Land adjoining Walcha Preschool WINT/2018/01912
- 12.2 Walcha Aero Club Inc – Michael Faulkner Hangar Agreement WINT/2018/01993
- 12.3 Legge Street Road Reserve Dispute WINT/2018/02031

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, 30 May 2018:**

**Matters arising from the Minutes of the Ordinary Meeting held on Wednesday, 30 May 2018:**

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Submitted to Council: 27 June 2018

..... General Manager ..... Mayor



## ORDINARY MEETING OF COUNCIL

held on

Wednesday, 30 May 2018

at

2:40pm

at

Walcha Council Chambers

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

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

### **1. APOLOGIES:**

146 **RESOLVED** on the Motion of Councillors Heazlett and Blomfield that the apologies received from Clr Lyon, being on leave, and Clr Wellings, being unwell, be **ACCEPTED**.

MINUTES



**2. CONFIRMATION OF THE ORDINARY MEETING MINUTES HELD ON WEDNESDAY, 2 MAY 2018:**

147 **RESOLVED** on the Motion of Councillors Kealey and Kermode that the Minutes of the Ordinary Meeting held on Wednesday, 2 May 2018, 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.

**Change of Order of Business:**

Council agreed to alter the Order of the Meeting by bringing Committee of the Whole forward.

**6.5 Committee of the Whole Referral – Design & Construct Truck Wash Bay Tender AND Supply and Deliver Bulk Fuel T011819NEC WO/2018/00824**

148 **RESOLVED** on the Motion of Councillors Heazlett and Blomfield that, in accordance with the provisions of Section 10A(2)(c) of the Local Government Act 1993, the matter of Design and Construct Truck Wash Bay AND Supply and Deliver Bulk Fuel T011819NEC AND Reverse Auction for Contestable Sites and Street Lighting be referred to be discussed in Committee of the Whole for the reason that they relate to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

**12. COMMITTEE OF THE WHOLE**

149 **RESOLVED** on the Motion of Councillors Kealey and Kermode that Council resolve into Committee of the Whole and that the press and public be excluded from the entire proceedings of the Meeting of the Committee of the Whole for the reason that it relates to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

150 The Meeting resumed in **OPEN** Council on the Motion of Councillors Ferrier and Kealey.

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

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





**12.1 Design and Construct Truck Wash Bay Tender WINT/2018/01768**

The Committee **RECOMMENDED** on the Motion of Kealey and Ferrier that Council **NOT ACCEPT** any of the tenders' submitted for the Design and Construction of the Walcha Truck Wash Bay **FURTHER THAT** Council undertake the Design and Construction of the Walcha Truck Wash Bay and the project be managed internally.

**12.2 Supply and Deliver Bulk Fuel Tender T011819NEC**

**WINT/2018/01769**

The Committee **RECOMMENDED** on the Motion of Ferrier and Kealey that Council **ACCEPT** the tender of Campbells Fuel Services Pty Ltd **NOTING** that Council considers Campbells Fuel Service as the most appropriate contractor, as Council has an established relationship and the organisation scored the highest on the evaluation matrix **FURTHER THAT** as a single source contact, Council award the contract for the period from the 1 July 2018 to 30 June 2020 **STILL FURTHER THAT** make provision for a twelve month extension of this contract based on satisfactory supplier performance which may take this Contract through to 30 June 2021.

**12.3 Reverse Auction for Contestable Sites and Street Lighting**

**WINT/2018/01899**

The Committee **RECOMMENDED** on the Motion of Heazlett and Kealey that Council **ACCEPT**:

- ✚ Contestable Sites – Origin Energy due to being the incumbent retailer and cost variation to lowest offer by Simply Energy is negligible **FURTHER THAT** Council enter into a retail energy supply contract with Origin Energy for the supply of electricity to its **CONTESTABLE SITES** with such contract to commence 1 January 2019 through to 31 December 2020.
- ✚ Street Lighting – Simply Energy recommended due to this retailer offering fixed/variable Statutory Environmental charges **FURTHER THAT** Council enter into a retail energy supply contract with Simply Energy for the supply of electricity to its **STREET LIGHTING** with such contract to commence 1 January 2019 through to 31 December 2020.

**ADOPTION OF COMMITTEE OF THE WHOLE**

151 **RESOLVED** on the Motion of Councillors Heazlett and Ferrier that the Report and Recommendations of the Meeting of the Walcha Council Committee of the Whole held on Wednesday, 30 May 2018 be **ADOPTED** by Council.

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



**5. MAYORAL MINUTE**

**5.1 Renaming Walcha Oval, Middle Street Bridge & Fitzroy Street Bridge  
WO/2018/00810**

152 **RESOLVED** on the Motion of Mayor Noakes that Council advertise for a period of two weeks their intention to rename Walcha Oval and the two bridges over the Apsley River, Fitzroy Street Bridge and Middle Street Bridge **FURTHER THAT** Council calls for public input into the naming of these three landmarks **STILL FURTHER THAT** Council will shortlist these suggestions and return to the public for determination.

**6. SENIOR OFFICERS REPORT**

153 **RESOLVED** on the Motion of Councillors Ferrier and Blomfield that the Senior Officers' Reports be **RECEIVED** for further consideration.

**6.1 Quarterly Review of 2017-2018 Budget as at 31 March 2018**

**WO/2018/00774**

154 **RESOLVED** on the Motion of Councillors Ferrier and Kealey that Council adopt the March 2018 Quarterly Budget Review Statements **FURTHER THAT** Council approve the variations in Income and Expenditure votes as detailed.

**6.2 Macdonald River Feasibility Study Project Brief**

**WO/2018/00821**

155 **RESOLVED** on the Motion of Councillors Heazlett and Kealey that Council adopt the methodology detailed within the report as presented.

**6.3 Review of the Walcha Local Environmental Plan 2012** **WO/2018/00744**

156 **RESOLVED** on the Motion of Councillors Kealey and Kermode that Council:

1. Accept the Planning Proposal containing:
  - a. Boundary Adjustment clause,
  - b. Include Detached Dual Occupancy Dwellings as permissible development for the RU1 and RU4 zones,
  - c. Include signage as a permissible use in the RE1 zone,
  - d. Amend Minimum Lot Size of 4 Ha for Lots 560, 561, 562, 563 DP 722828, Lot 7023 DP 1059151, Lot 4 Section 20 DP 759035, Lots 202, 216 DP 756502, Lot 7 DP 1217346 and Lot 4 DP 1155108 being contained on Map LSZ\_003B, and
  - e. Rezone Lot 50 DP 756473 from EI National Parks and Nature Reserves to RU1 Primary Production being contained in Map LZN\_006.
2. Forward the Planning Proposal to NSW Planning and Environment for a Gateway Determination.
3. Request plan making delegations as per the provisions of Section 3.36 of the *Environmental Planning & Assessment Act 1979* for this planning proposal.





4. The Planning Proposal is advertised as per the provisions of Section 3.34 of the *Environmental Planning & Assessment Act 1979* once a Gateway Determination has been issued.

5. Give the General Manager delegated authority to make any minor alterations as requested by NSW Planning and Environment.

**6.4 Local Government Remuneration Tribunal Annual Review**

**WO/2018/00736**

157 **RESOLVED** on the Motion of Councillors Kealey and Kermode that the Councillor Fee be \$11,500 and the Mayoral Fee be \$25,500.

**7. NOTICE OF MOTION**

Nil.

**8. MATTERS OF URGENCY**

Nil.

**9. MANAGEMENT REVIEW REPORTS**

**WO/2018/00729**

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

**10. COMMITTEE REPORTS**

Nil.

**11. DELEGATE REPORTS**

11.1 Minutes of the Namoi Unlimited Board Meeting held in Tamworth on Thursday, 3 May 2018. **WI/2018/05603**

11.2 Delegates Report – NSW Public Libraries Association North East Zone Meeting held in Armidale Library on Thursday, 17 May 2018. **WO/2018/01832**

**THERE BEING NO FURTHER BUSINESS THE CHAIRMAN DECLARED THE MEETING CLOSED AT 3:55PM.**



Item 6:  
Senior Officers'  
Reports

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Submitted to Council: 27 June 2018

..... General Manager ..... Mayor



**Item:** 6.1 **Ref:** WO/2018/00947  
**Title:** Adoption of 2018 – 2019 Operational Plan including 2018-2019: Budget, Fees & Charges AND Rates & Charges  
**Author:** General Manager  
**Previous Items:** April 2018 – Draft 2018 – 2019 Operational Plan & Budget – WO/2018/00607  
**Attachment:** 2018 - 2019 Operational Plan under separate cover.

**Community Strategic Plan Reference:**

- Goal – 8.1 – Walcha Council will exemplify good leadership, mutual respect and trust by being inclusive, ensuring open information and communication are encouraging active participation at all levels.*
- Strategy – 8.1.2 – Provide a framework for the efficient and effective administration of Council.*
- Goal – 8.2 – Council rate funding for local government projects will be supplemented by income generated from other sources.*
- Strategy – 8.2.1 – Maintain a stable and secure financial structure for Council.*

**Introduction:**

This report is submitted to allow Council to formally adopt the 2018 – 2019 Operational Plan, which includes the 2018 – 2019 Budget and the 2018 – 2019 Fees & Charges, and to make the Rates and Charges for 2018 – 2019.

**Report:**

**a) ADOPTION OF DRAFT 2018 – 2019 OPERATIONAL PLAN**

In accordance with the provisions of the Local Government Act 1993, the Draft 2018 – 2019 Draft Operational Plan was placed on public exhibition and public comment invited.

At the time of writing this report Council has not received any written submissions from the public. There are no changes to the Draft Operational Plan.

Submitted to Council: 27 June 2018

..... General Manager ..... Mayor



**b) MAKING OF THE RATES AND CHARGES FOR 2018 – 2019**

**General Fund Rates**

That whereas Council has adopted Estimates of Income and Expenditure of the General Fund for the period 1 July 2018 to 30 June 2019, it has determined pursuant to Sections 534 and 535 of the Local Government Act 1993 that the following Ordinary Rates be made for the 2018 – 2019 year:

- i. Farmland Rate of 0.278048 cents in the dollar (\$) on the land value of all rateable land included in this category subject to a minimum of \$443.00.
- ii. Residential Rate of 0.307134 cents in the dollar (\$) on the land value of all rateable land included in this category subject to a minimum of \$443.00.
- iii. Residential - Walcha Rate of 0.812814 cents in the dollar (\$) on the land value of all rateable land included in this category subject to a minimum of \$443.00.
- iv. Mining Rate of 1.056120 cents in the dollar (\$) on the land value of all rateable land included in this category subject to a minimum of \$443.00.
- v. Business Rate of 0.616848 cents in the dollar (\$) on the land value of all rateable land included in this category subject to a minimum of \$443.00.
- vi. Business - Walcha Centre Rate of 1.157066 cents in the dollar (\$) on the land value of all rateable land included in this category subject to a minimum of \$443.00.
- vii. Business - Walcha Industrial Rate of 0.925234 cents in the dollar (\$) on the land value of all rateable land included in this category subject to a minimum of \$443.00.

**Walcha Water Supply Charges**

That whereas Council has adopted Estimates of Income and Expenditure for the Walcha Water Supply Local Fund for the period 1 July 2018 to 30 June 2019, it has determined pursuant to Section 540 of the Local Government Act 1993 that the following Walcha Water Supply Annual Access Charges be set:

<b>Connection Type &amp; Size</b>	<b>Access Charge</b>
Treated Residential – 20 mm	\$243.00
Treated Residential – 25 mm	\$380.00
Treated Residential – 38 mm	\$877.00
Treated Residential – 50 mm	\$1519.00
Treated Residential – 100 mm	\$6075.00
Residential Vacant Treated	\$243.00
Treated Non Residential – 20 mm	\$243.00
Treated Non Residential – 25 mm	\$380.00
Treated Non Residential – 38 mm	\$877.00
Treated Non Residential – 50 mm	\$1519.00

Submitted to Council: 27 June 2018

..... General Manager ..... Mayor



Treated Non Residential – 100 mm	\$6075.00
Non Residential Vacant Treated	\$243.00
Untreated – 20 mm	\$243.00
Untreated – 25 mm	\$380.00
Untreated – 38 mm	\$877.00

That whereas Council has adopted Estimates of Income and Expenditure for the Walcha Water Supply Local Fund for the period 1 July 2018 to 30 June 2019, it has determined pursuant to Section 540 of the Local Government Act 1993 that the following Walcha Water Supply Usage Charges be set:

- Treated Residential \$3.15 per kilolitre for 300 kilolitres or less
- Treated Residential \$4.58 per kilolitre for greater than 300 kilolitres
- Treated Non Residential \$3.15 per kilolitre
- Untreated \$1.57 per kilolitre

**Walcha Sewerage Charges**

That whereas Council has adopted Estimates of Income and Expenditure of the Walcha Sewerage Local Fund for the period 1 July 2017 to 30 June 2018, it has determined pursuant to Section 540 of the Local Government Act 1993 that the following annual Walcha Sewerage charges be set:

For residential customers, the best practice guidelines have been adopted with a uniform sewerage bill for all properties based on the estimated volume of sewerage discharged from all residential customers. The annual residential sewerage bill is calculated as the Sewer Discharge Factor (SDF) times the annual non-residential sewerage access charge plus SDF times the product of the sewer usage charge (UC) and the average residential consumption. That is

$$B_R = (SDF \times AC_{20}) + (SDF \times C_R \times UC)$$

where

- BR = Annual residential sewerage bill (\$)
- SDF = Sewer Discharge Factor – the proportion of total residential water consumption that is discharged to the sewerage system. A typical value for NSW is SDF = 0.78
- SAC<sub>20</sub> = Sewer Annual Access Charge for non residential customers. Calculated to be \$450.00 for Walcha.
- C<sub>R</sub> = Average annual residential water consumption (kL). For Walcha last year this figure was 136 kL.
- UC = Sewer usage charge (\$/kL). This has been set at \$0.99 /kL which is within the recommended range.

Based on the above formula the sewerage charge for residential customers be set at \$460.00 per year. The unoccupied sewerage charge for residential customers be set at \$230.00 per year.

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Submitted to Council: 27 June 2018

..... General Manager ..... Mayor



For non-residential customers, the sewerage bill is similar and is as follows

$$B = (SDF \times AC) + (SDF \times C \times UC)$$

where

- B = Annual non-residential sewerage bill (\$)
- SDF = Sewer Discharge Factor – the proportion of total water consumption that is discharged to the sewerage system
- AC = Customers Annual Access Charge  $AC = AC_{20} \times \frac{D^2}{400}$
- C = Customer’s annual water consumption (kL).
- UC = Sewer usage charge (\$/kL). This has been set at \$0.99/kL which is within the recommended range.

The non-residential sewer access charge is set at \$450.00 per user, per annum.  
 The Vacant Non residential sewer access charge is set at \$220.00 per user per annum.

**Trade Waste**

Council has adopted the best practice guidelines which recommend that Council’s responsible for sewerage must levy appropriate trade waste fees and charges as all its liquid trade waste dischargers in addition to the non-residential sewerage bills.

Council’s liquid trade waste recommended fees and charges in 2018/2019 are:

- Application fee – fee based on category with a minimum charge of \$169.00
- Annual Trade Waste Fee:
  - Classification A \$82.50
  - Classification B \$165.00
  - The annual fee for Classification C dischargers will be set on a case by case basis depending on the complexity of monitoring required (for charging purposes and other administrative requirements).
- Re-inspection fee - \$79.00
- Trade Waste usage charge - \$1.50/kL with appropriate pre-treatment.
- Trade Waste usage charge - \$14.50/kL without appropriate pre-treatment.
- Food waste disposal charge - \$26.50/bed.
- Portable toilet - \$15.60/kL.
- Septic Waste
  - Normal (combined effluent and sludge) - \$2.59/kL.
  - Effluent only - \$2.15/kL.
  - Sludge only - \$22.34/bed.

Dischargers requiring nil or minimal pre-treatment of their liquid trade waste will only pay an annual trade waste fee together with a re-inspection fee where required. That is

$$TW = A + I$$

where





- TW = Total annual trade waste fees and charges (\$)
- A = Annual trade waste fee (\$)
- I = Re-inspection fee (\$) (where required)

Dischargers with prescribed pre-treatment will pay a trade waste usage charge per kL plus the annual trade waste fee. That is

$$TW = A + I + (C \times UC_{TW} \times TWDF)$$

where

- TW = Total annual trade waste fees and charges (\$)
- A = Annual trade waste fee (\$)
- I = Re-inspection fee (\$) (where required)
- C = Customer's annual water consumption (kL)
- UC<sub>TW</sub> = Trade waste usage charge (\$/kL) of \$1.50/kL
- TWDF = Trade waste discharge factor

The TWDF represents the estimated proportion of a customer's metered water consumption that is discharged to the sewerage system as liquid trade waste.



The following table represents sewerage and trade waste discharge factors.

**Sewer and Trade Waste Discharge Factor**

Business Description	Discharge Factor	
	Sewer	Trade Waste
Bakery	95	25
With a residence attached <sup>1</sup>	70	18
Bed and Breakfast/Guesthouse (max. 10 persons)	75	NA <sup>2</sup>
Butcher	95	90
With residence attached <sup>1</sup>	70	65
Cakes/Patisserie	95	50
Car Detailing	95	90
Caravan Park (with commercial kitchen)	75	25
Caravan Park (no commercial kitchen)	75	NA <sup>2</sup>
Caravan Park + Laundry (no commercial kitchen)	75	50
Club	95	30
Community Hall (minimum food only)	95	NA <sup>2</sup>
Concrete Batching Plant	20	10
Craft/Stonemason	95	80
Day Care Centre	95	NA <sup>2</sup>
Delicatessen, mixed business (no hot food)	95	NA <sup>2</sup>
With residence attached	70	
Dental Surgery with X-ray	95	80
With a residence attached <sup>1</sup>	70	60
Hairdresser	95	NA <sup>2</sup>
High School	95	25 <sup>5</sup>
Hospital	95	60
Hotel	100	25
Joinery	95	10
Laundry	95	92 <sup>5</sup>
Mechanical Workshop <sup>3</sup>	95	70
Mechanical Workshop with car yard	85	70
Medical Centre	95	25 <sup>5</sup>
Motels small (breakfast only, no hot food)	90	NA <sup>2</sup>
Motel (other than breakfast only, no hot food)	90	20
Nursing Home	90	50
Office Building	95	NA <sup>2</sup>
Panel Beating/Spray Painting	95	70
Primary School	95	10 <sup>5</sup>
Printer	95	85
Restaurant <sup>4</sup>	95	50
Self Storage	90	NA <sup>2</sup>
Service Station	90	70
Supermarket	95	70
Swimming Pool (commercial)	85	NA <sup>2</sup>
Take Away Food	95	50
Veterinary (no X-ray), Kennels, Animal Wash	80	NA <sup>2</sup>

Notes:

<sup>1</sup> If a residence is attached, that has garden watering, the residential SDF should be applied.

<sup>2</sup> A trade waste usage charge is not applicable for this Category 1 activity.

<sup>3</sup> Includes lawn mower repairers, equipment hire.

<sup>4</sup> Includes café, canteen, bistro, etc.

<sup>5</sup> A trade waste usage charge applies if appropriate pre-treatment has not been installed or has not been properly operated or maintained.

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Submitted to Council: 27 June 2018

..... General Manager ..... Mayor



**Waste Management**

The Local Government Act, 1993 Section 504, requires that Waste Management is treated as a separate function and that all monies raised for this purpose are spent on this function. There is to be no cross subsidisation. The Act also requires that a separate charge be levied for the service.

The Annual Waste Management charges for 2018 – 2019 be made and levied as follows:

	<b>Services</b>	<b>Rate</b>	<b>Levy</b>
Domestic Waste Management (DWM)	805	\$501.00	\$403,305.00
DWM Additional 140L General Waste bin	2	\$219.00	\$438.00
DWM Additional 240L General Waste bin	2	\$165.00	\$330.00
Commercial Waste Management (CWM)	234	\$510.00	\$119,340.00
Commercial Waste Management Green Waste bin	22	\$50.00	\$1,100.00
CWM Additional 240L Recycle bin	9	\$165.00	\$1,485.00
CWM Additional 240L General Waste bin	7	\$328.00	\$2,296.00
Waste Management – Rural	878	\$162.00	\$142,236.00
Waste Management Unoccupied Town Charge	68	\$132.00	\$8,976.00
Commercial Recycling Woolpack Service	540	\$16.35	\$8,830.00
Commercial Recycling, Cardboard & Paper, 240 Litre Bin	116	\$8.20	\$948.00
Supermarket Bale (minimum 12 bale)	32	\$204.40	\$6,541.00

**Extra Charges on Overdue Rates**

That the Extra Charges on overdue rates for the period 1 July 2018 to 30 June 2019, be fixed at 7.50% per annum simple interest calculated daily in accordance with Section 566 of the Local Government Act 1993.

**RECOMMENDATION:**

That in accordance with the provisions of Section 405 and 406 of the Local Government Act 1993, Council **ADOPT** the 2018 – 2019 Draft Operational Plan which includes the 2018 – 2019 Revenue Policy and 2018 – 2019 Fees & Charges.

That in accordance with Section 494 of the Local Government Act, 1993, Council make and levy the Rates and Charges for 2018 – 2019 for the General, Water and Sewerage Funds, and Waste Management Charges as detailed in the Report **FURTHER THAT** the General Manager be authorised to arrange for the preparation and the service of the 2018 – 2019 rate notices.

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Submitted to Council: 27 June 2018

..... General Manager ..... Mayor




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**Item:** 6.2 **Ref:** WO/2018/00979  
**Title:** Committee of the Whole Referral – Hangar at Walcha Aerodrome  
AND Purchase of Land  
**Author:** General Manager  
**Previous Items:** Not Applicable  
**Attachment:** No

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

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**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 reports relate 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 Hangar at Walcha Aerodrome AND Purchase of Land be referred to be discussed in Committee of the Whole for the reason that they would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.**

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Submitted to Council: 27 June 2018

..... General Manager ..... Mayor




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**Item:** 6.3 **Ref:** WO/2018/00991  
**Title:** Committee of the Whole Referral –Legge Street Road Reserve Dispute  
**Author:** General Manager  
**Previous Items:** Not Applicable  
**Attachment:** No

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*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.*

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**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 Legge Street Road Reserve Dispute be referred to be discussed in Committee of the Whole for the reason that it contains personnel matters concerning particular individuals (other than Councillors).**

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Submitted to Council: 27 June 2018

..... General Manager ..... Mayor



Ref: WO/2018/00980

**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: 27 June 2018

..... General Manager ..... Mayor





# FINANCE AND ADMINISTRATION

## 9.1 Listing of Bank Balances for the Month of May 2018

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

	<u>2018</u>	<u>2017</u>
General	\$ 1,376,788.79	\$ 1,999,485.89

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)	\$ 15,349.19	\$ 35,828.35

## 9.2 Investments Local Government (Financial Management) Regulation 1993, Clause 19 (3) (A) for April 2018

Please see the following Report for the investments placed in April 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.

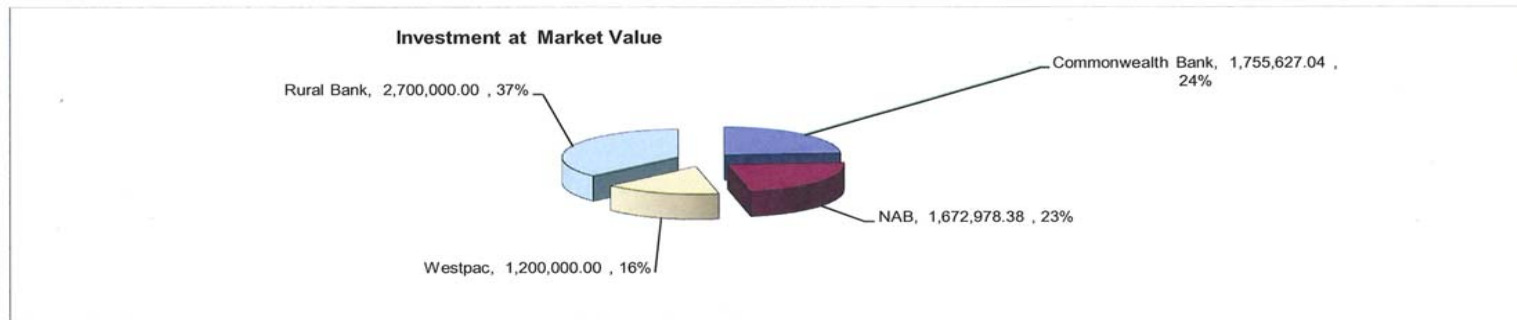
Jack O'Hara  
GENERAL MANAGER



REGISTER OF INVESTMENTS TO 31/05/2018

Institution	Type	Placement Date	Term (Days)	Maturity Date	Rate	Est. Interest	YTD Interest	Amount Invested	YTD Redemption	Est. Market Value At 31/05/18	MV % of Portfolio	
National Australia Bank	Term Deposit			13-Jul-17			8908.27	-	960,878.74	-	0.00%	
Elders Rural Bank	Term Deposit			18-Jan-18			7712.88	-	600,000.00	-	0.00%	
Elders Rural Bank	Term Deposit			28-Feb-18			14054.25	-	650,000.00	-	0.00%	
Elders Rural Bank	Term Deposit			18-Apr-18			11653.48	-	600,000.00	-	0.00%	
Elders Rural Bank	Term Deposit	17/12/2017	180	17-Jun-18	2.46%	6672.33	7052.05	550,000.00	-	550,000.00	7.50%	
National Australia Bank	Term Deposit	18/01/2018	181	19-Jul-18	2.50%	8058.22	0.00	650,000.00	-	650,000.00	8.87%	
Commonwealth Bank	Term Deposit	17/09/2017	330	17-Aug-18	2.50%	7852.20	10118.45	347,400.27	-	347,400.27	4.74%	
Elders Rural Bank	Term Deposit	28/03/2018	180	28-Sep-18	2.50%	11712.33	24468.36	950,000.00	-	950,000.00	12.96%	
Commonwealth Bank	Term Deposit	26/10/2017	365	22-Oct-18	2.55%	22489.51	20711.98	881,941.55	-	881,941.55	12.03%	
Elders Rural Bank	Term Deposit	4/04/2018	210	31-Oct-18	2.55%	8802.74	15451.23	600,000.00	-	600,000.00	8.19%	
Elders Rural Bank	Term Deposit	15/02/2018	270	15-Nov-18	2.48%	11007.12	10336.44	600,000.00	-	600,000.00	8.19%	
National Australia Bank	Term Deposit	28/04/2018	180	28-Nov-18	2.65%	6834.54	12831.03	522,978.38	-	522,978.38	7.14%	
National Australia Bank	Term Deposit	15/05/2018	276	15-Feb-19	2.65%	10019.18	0.00	500,000.00	-	500,000.00	6.82%	
Westpac Bank	Term Deposit	20/04/2018	365	20-Apr-19	2.76%	16560.00	0.00	600,000.00	-	600,000.00	8.19%	
Westpac Bank	Term Deposit	17/05/2018	365	16-May-19	2.72%	16320.00	0.00	600,000.00	-	600,000.00	8.19%	
Commonwealth Bank	Term Deposit	24/05/2018	365	24-May-19	2.71%	14262.33	19679.59	526,285.22	-	526,285.22	7.18%	
							<b>140,590.49</b>	<b>162,978.01</b>	<b>7,328,605.42</b>	<b>2,810,878.74</b>	<b>7,328,605.42</b>	<b>100.00%</b>

Capital Value of Portfolio	7,328,605.42
Redeemed Value of Portfolio	2,810,878.74
Market Value of Portfolio 31/05/18	7,328,605.42
Estimated Profit/(Loss) 31/05/18	7,328,605.42



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: 27 June 2018

..... General Manager ..... Mayor



**9.3 Work, Health & Safety**

**May 2018**

Claims on previous incidents during the months of March and April were accepted by the insurer.

Workplace Incidents – Three minor incidents were recorded with one resulting in a Medical Only claim. There was no lost time for these incidents and investigations are continuing to find the root cause of these incidents so that controls may be put in place.

Risk Management – Director – Engineering Services is continuing to work on the Risk Management Action Plan in conjunction with StateWide. Council is on track for meeting the requirements of StateWide for the financial year.

**9.4 Tourism Report**

**May 2018**

**Number of visitors to VIC**

MAY	2018	2017	2016	2015
Walk in's	396	571	484	364
Phone enquiries	26	15	25	20
Email enquiries	1	1	0	1
WEBSITE	May	April	March	February
Unique Visits	2,503	2,680	2,742	2,633
Visits	3,359	3,464	3,455	3,247
No of Hits	168,474	194,263	200,188	184,078

**Comments from the Visitors Book – MAY**

Awesome, such good info / Very helpful / Great place / Very good / Beautiful trees / Awesome sculptures / Awesome, Great host.

**Walcha in the latest Toyota Magazine**

We were asked a few months ago for some images and information on Walcha by a writer for the Toyota Magazine. This month the article was published in the Toyota magazine that gets posted out to their customers. The article was on travelling the route, Thunderbolts Way. Walcha was well represented along with Gloucester and Uralla.

**Grants**

We had applied for *2017 Arts and Cultural Projects Grant Round 2* earlier this year, the grant was for \$60,000 proposed for a big Walcha Sculpture Symposium in 2018. Unfortunately we have been unsuccessful in this application.

**Two Minute Postcards, video of Walcha on social media**

Two Minute Postcards posted a short video on Walcha focussing on the waterfalls, autumn colour and the Open Air Gallery as well as two local cafes and a B&B. It is a great snippet of what Walcha has to offer so I shared this video on the New England High Country facebook page. Social Media never ceases to amaze me, the views had gone from 2.9K views (views before sharing it on New England High Country) to 7.9K views within a matter of approximately five hours.

Submitted to Council: 30 May 2018

..... General Manager ..... Mayor



**Aero Club Fly-In and Aero Show day 3 – 4 November**

The Aero Club have confirmed they are planning a 2 day Aero Show on 3-4 November this year. Unfortunately last year it had to be cancelled due to insurance issues, this has been rectified. This is a great day for Walcha and visitors so it's fabulous to have the event back on our What's On Calendar

Susie Crawford  
 Tourism Manager

**9.5 Grant Information**

**Grants Currently Applied for:**

<b>Name of Grant:</b>	<b>Purpose of Grant:</b>	<b>Amount Requested :</b>	<b>Council Contribution:</b>	<b>Date Outcome Announced:</b>	<b>Outcome</b>
Australia Council for the Arts Project Fund	Sculpture Symposium	\$70,000		Unknown	Still TBA
Shuttle Bus Grant	A grant to pay for transport to attend Youth Week activities.	\$825	\$0	April	Successful
SCCF Round 2	Walcha Community Gym		\$0	August	
SCCF Round 2	Walcha Pool Refurbishment		\$0	August	
SCCF Round 2	Walcha Community Service Clubs Storage Facility		\$0	August	
SCCF Round 2	Upgrade Kiosk / Toilets / Change Rooms at Walcha Oval / Captain Cook Park		\$0	August	
SCCF Round 2	Walcha Sporting Fields Lighting Upgrade Stage 2		\$0	August	
Quality Learning Environments	To upgrade the existing Early Intervention playground that is currently closed due to being dangerous. To install new equipment and replace rubber softfall.	\$15,000	Approx \$5,000	June	Successful

Submitted to Council: 30 May 2018

..... General Manager ..... Mayor



**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

**Website Links:**

- <https://www.liquorandgaming.justice.nsw.gov.au/Pages/about-us/our-initiatives/infrastructure-grants/arts-and-cultural-funding-round.aspx>
- <http://www.lgnsw.org.au/files/imce-uploads/127/cremf-introduction-1.pdf>
- <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/](https://infrastructure.gov.au/infrastructure/pab/active_transport/)
- <https://www.industry.nsw.gov.au/invest-in-nsw/regional-opportunities/stronger-country-communities-fund>
- <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/>
- <https://education.nsw.gov.au/early-childhood-education/operating-an-early-childhood-education-service/grants-and-funded-programs/quality-learning-environments>
- [http://investment.infrastructure.gov.au/infrastructure\\_investment/heavy\\_vehicle\\_safety\\_and\\_productivity.aspx](http://investment.infrastructure.gov.au/infrastructure_investment/heavy_vehicle_safety_and_productivity.aspx)
- <http://www.environment.nsw.gov.au/coasts/floodplain-management-grants-2017-18.htm>
- <http://youth.nsw.gov.au/youth-opportunities/>

Submitted to Council: 30 May 2018

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# ENGINEERING SERVICES

## 9.6 Wages & Overtime Summary

Pay Period	Week Ending	Overtime Hours	Amount (\$)
43	22/04/2018	74.00	\$3,570.41
44	29/04/2018	115.50	5,680.20
45	06/05/2018	76.25	3,223.00
46	13/05/2018	66.25	3,211.13
47	20/05/2018	83.50	4,040.24
<b>TOTAL</b>		<b>415.50</b>	<b>\$19,724.98</b>

## 9.7 Shire Roads Maintenance

### *Culvert Replacements:*

Due to the increasing inspections that are occurring on culverts, there have been defects identified that required immediate attention. The replacement of culverts have been occurring based on urgent priority, however as our team progresses through the program the focus will be on preventative maintenance. The most recent culvert replacement is the replacement of a large 1200mm culvert on the St Leonards Creek Road.



### *Upper Yarowitch River Road Seal:*

The Upper Yarowitch River Road Sealing project is now complete and was highly successful. The project was completed on time and budget, producing a great result for the Yarowitch community.

Submitted to Council: 30 May 2018

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**State and Regional Roads Maintenance:**

*Culvert Replacement and Rehabilitation Program:*

The culvert replacement and rehabilitation program is now complete on the Oxley Highway, in total 16 culverts were either relined or replaced in this program. One culvert remains on the list due to some concerns with lining the culvert raised by Interflow. These concerns have now been closed out and the culvert will be relined shortly.



*End Terminal Replacement Program:*



**The End Terminal Replacement**

Program is progressing well, in total 26 of approximately 70 terminals have been replaced. The guardrail contractor completing the works have been required to attend another RMS administered site, however they are expected to return during the week of 25 June.

*Stace's Creek Rehabilitation*

The Stace's Creek Rehabilitation project was added on the list of projects to be delivered under the RMCC contract this Financial Year, when funding was made available by RMS. Council sourced the design of the rehabilitation, following through by project managing and constructing the project internally. Overall, the project was a success, completed on time and budget.



Submitted to Council: 30 May 2018

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**Urban – Projects:**

*Nivison Fountain Upgrade*

The Nivison Fountain is now all but complete. The aim of the upgrade is to beautify the fountain, improve the surrounds and ensure that the fountain operates effectively and reliably. The water depth will be reduced as a result of the upgrade, when water is available, the fountain will be filled and a formal opening will take place.



*Footpaths:*

Council was successful in gaining a “Facilities Around Schools” Grant, towards the end of the financial year as funds became available within RMS. The grant allowed for a footpath to be constructed along Angle Street, from the school grounds to the intersection of Hill Street. The funds also allowed for the alteration of signage on site, changing from a no parking zone to a school drop off and pick up zone. Additionally, Council funded footpath funds were finalised with a connecting footpath from existing footpaths on Derby Street, to Riverview on Hill Street.



Submitted to Council: 30 May 2018

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**Completed Maintenance Snapshot:**

<b>Local Roads</b>	
Maintenance Grading:	Roads:
	Forest Way
	Cowsby
	Merlin Downs
	Ruby's Nob
	Quarry
	Geraldine
	Ingelbah Flat
	Upper Yarrowitch River
	Hurricane Gully
	Springvale
	Kilburnie
	Chandlers
Tighten Decks on Bridges	Roads:
	All Timber Bridges
Patch Potholes	Roads:
	Oklahoma
	Blue Mountain
	Winterbourne
Guide Post Maintenance	Roads:
	Brackendale
	Bergen
	Aberbaldie
	Niangala
<b>State &amp; Regional Roads</b>	
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
<b>Urban Roads</b>	
Urban Maintenance:	Tasks:
	Sporting Ground Maintenance
	Town Street Cleaning
	Parks and Garden Maintenance
	Pool Ongoing Maintenance



**Proposed Works for the Coming Period:**

Shire Roads:

- ◆ Maintenance grading is proposed to occur on Niangala (Between Aberbaldie Road and Army Bridge), Tia Falls, Riverglade, Tia Diggings, Tia Post Office, Sam's Flat, Cottley and Earles Road.
- ◆ Replace 1200mm culvert on St Leonards Creek Road.

State & Regional Roads:

- ◆ Maintenance:
  - Pothole Patching.
  - Vegetation Maintenance.
  - Crack Sealing.
  - Safety Patching and Sealing.
- ◆ End Terminal Replacements (80)
- ◆ Culvert Replacements and Relining.

Works In Town:

- ◆ Streetscape Maintenance.
- ◆ Sporting grounds maintenance.
- ◆ Town Mowing - parks, gardens and cemeteries.
- ◆ Town Garden Maintenance.
- ◆ Nivison Fountain Upgrade to be completed.

Dylan Reeves  
Director – Engineering Services

**9.8. Water**

Current Water Restrictions were introduced 23 February 2018, *Level 3 High*: target usage 190-230 Litres/Person/Day.

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

- ◆ Average usage per person per day – 260 Litres (a 30 litre decrease per person per day than last month, but calculated for a 5 week month)
- ◆ The Macdonald River town water supply is holding; Council will continue to work at achieving the Level 3 targets with the community. Weekly 'Water Matters' community announcements are published in the Apsley Advocate and a Namoi Water Alliance 'Smart Water' tips brochure was sent with the recent water rates billings.

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Submitted to Council: 30 May 2018

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**9.9 Sewer**

**Sewer Treatment Plant (STP) Upgrade**

Works continue to progress well on both the new Storage Dam and the refurbishment of the existing Maturation Pond.



**Figure 1 - Effluent Storage Dam**

Gabion rock armouring of the storage pond is complete. Pipeline installation has commenced and is expected to be completed 30/06/2018. Installation of the flow measurement system and construction of discharge channel are still to be completed.



**Figure 2 – Clay Pit/ Biosolid Storage Area**

The biosolids that were stockpiled in the maturation pond have been excavated to the clay source pit (which was used as lining material for the storage pond) on site following completion of the clay excavation. The biosolids have been covered with 1m of spoil from the storage pond construction followed by topsoil to finish surface level. This area will be left to revegetate.



**Figure 3 – Storage Dam and Maturation Pond**

Gabion lining of the old maturation pond has been completed. The connecting pipeline installation has commenced and is expected to be completed 30/06/2018. Floating baffle designs are being finalised, with manufacture and installation expected to commence within the month.

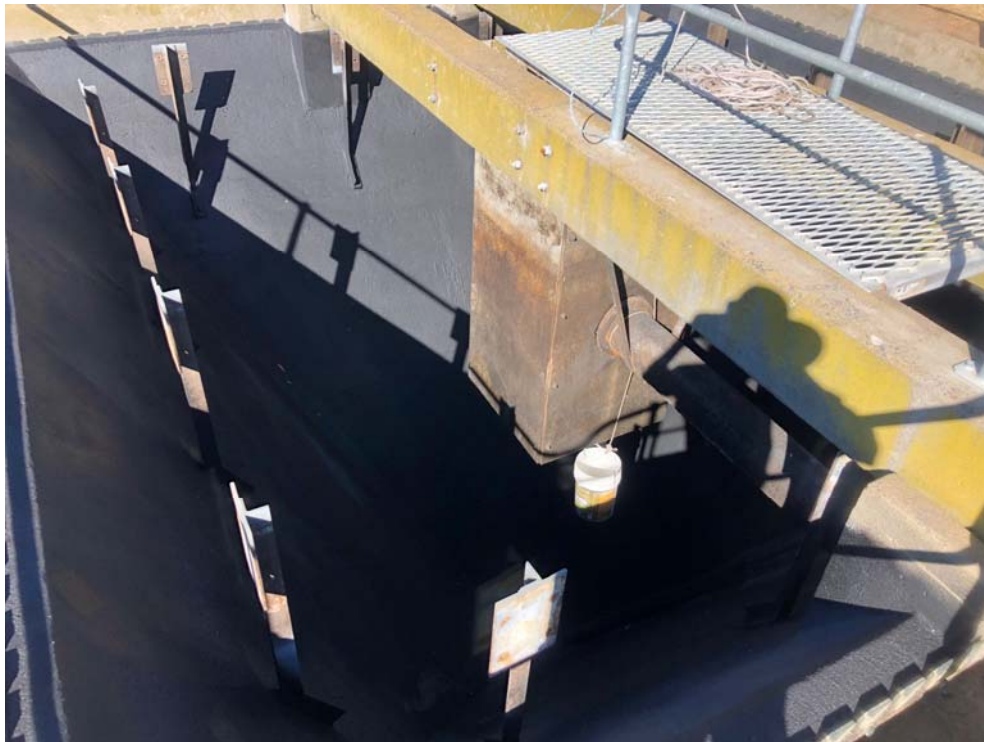
The extension request submitted to the EPA for the completion of the refurbishment work on the Maturation Pond will need to be extended by approximately one more month to allow for the installation of the baffle curtains. The current completion date is 30/06/18.

During the month repairs have been undertaken on one of the sedimentation tanks which had developed a slow leak. In the photos the preparation work in the tank and the new polymer lining are shown.





**Figure 1 – STP Sedimentation Tank undergoing repairs**



**Figure 2 – STP Sedimentation with finished polymer lining**

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**9.10 Waste**

Woolbrook Waste Transfer Station Conversion

Work is progressing well on this project. Clay was imported to the landfill site to cover the existing municipal waste stockpile following compaction. The clay was placed in layer approximately 400mm deep over the waste to provide a capping layer. The capping layer is to prevent the infiltration of rain water which will prevent the production of leachate.



**Figure 1 – Waste stockpile prior to capping**



**Figure 1 – Waste stockpile now capped**

A concrete slab will be constructed on site to store waste corrals for recycling of glass, paper etc. A larger slab, footing and retaining wall will be constructed on site to allow vehicles to drive up behind two 15m3 skip bins on the high side of the retaining wall to unload general waste.

Waste Strategy

The EPA has provided written assurance for Council to continue with the development of a Landfill Masterplan for the Walcha Waste Facility. Council has had meetings this month with the Consultants to proceed with the first phase of the Masterplan with a proposal expected by the end of the month.

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China Sword Update

Until recently, China was a large importer of recyclable materials, accepting more than 30 million tonnes of waste from all over the world every year. Australia alone sent 1.25 million tonnes of recycled material to China in 2016-17 which is now impacted by National Sword. At the start of January 2018, however, China began to stringently enforce restrictions on the importation of recycled materials under its National Sword policy. This policy has impacted the global market for recyclable material, including the recyclable material that is currently collected in NSW.

A whole-of-government approach is required to coordinate immediate interventions, as well as plan longer-term solutions. To this end, the NSW Government has established an inter-governmental Taskforce to urgently progress a longer-term strategic response to National Sword.

This Taskforce is led and chaired by the NSW EPA. The Taskforce includes representatives from the Department of Premier and Cabinet, including the Cross-Border Commissioner, NSW Treasury, Department of Finance, Services and Innovation, Roads and Maritime Services, Fire & Rescue NSW, Department of Planning and Environment, Office of Local Government, Department of Industry, and the Office of the Small Business Commissioner.

To date the impact of China Sword on Council’s ability to on sell recycling material is minor. Impacts have been in relation to commodity prices, but not so in selling product to market. For many years our product has had to compete in the market and to do so we have produced a good quality clean recycled product streams. As such, since China Sword the end product has not been rejected by the market, unlike the contaminated recyclates produced by bigger Material Recycling Facilities, particularly in metropolitan areas. This week a load of cardboard was sold to Visy Sydney and was classed as ‘high quality’.

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

<b>Development Application (DA) Data</b>		
	<b>2016/2017</b>	<b>2017/2018 YTD</b>
<b>Total Number of DAs Determined</b>	22	32
<b>Number of DAs Outstanding</b>	2	1
<b>Average Determination Time (days)</b>	30.6	29
<b>Value of DAs</b>	\$4,024,495.00	\$4,976,132.00
<b>Number of Single New Dwellings</b>	7	9
<b>Residential</b>	1	3
<b>Village / Large Lot Residential</b>	1	2
<b>Rural</b>	5	4
<b>Number of Multi Unit Dwellings</b>	0	0
<b>Number of Commercial Developments</b>	3	2
<b>Number of Industrial Developments</b>	0	1
<b>Withdrawn / Cancelled</b>	0	2
<b>Refused</b>	0	0

<b>Complying Development Application (CDC) Data</b>		
	<b>2016/2017</b>	<b>2017/2018 YTD</b>
<b>Total Number of CDCs</b>	8	6
<b>Value of CDCs</b>	\$324,300.00	\$291,632.00
<b>Number of Single New Dwellings</b>	0	0
<b>Residential</b>	0	-
<b>Village / Large Lot Residential</b>	0	-
<b>Rural</b>	0	-

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**Development Applications and Complying Development Certificates  
 Determinations issued – May 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	
10.2018.9	Staged Development – Self Storage Units	25 Beaver Place, Walcha
10.2017.21.2	Single new dwelling	1371 Wollun Road, Walcha Road
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
<b>Number Issued</b>	137	92	16

**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),

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- *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
Fail to comply with menacing dog order	Companion Animals Act 1998	0	1	1
Place on road thing likely to restrict / endanger road use / interfere with public	Roads Regulation 2008	0	1	1

**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	0
	Intention	0	2	0
	Order	0	0	0
Accumulation of waste (Order Number 22, Section 124 Local Government Act 1993)	Warning	3	1	1
	Intention	0	3	0
	Order	0	0	0
Keeping of animals (Schedule 2 Local Government Regulation 2005 & Council Policy)	Warning	6	3	0
	Intention	1	2	0
	Order	0	1	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	9	0
	Intention	0	0	0
	Order	0	0	0
Companion animal microchipping & registration (Sections 8 & 9 CA Act 1998)	Warning	4	17	0
	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

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Description		2016/2017	2017/2018 YTD	Issued this Period
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
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 May 2018	
Barking dogs	0
Dog attacks	2
Roaming dogs	5
Roaming stock	0
Other animal issues	1
Public buildings / amenities	2
Food premises	0
Overgrown land	0
Accumulation of waste	1
Environmental pollution	0
Illegal building works	2
Other	0

**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	20	2
Approved (under delegation)	26	19	1
Approved (Council)	0	0	0
Refused	0	0	0

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**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 May 2018 is provided.

Food Premises Surveillance 2017/2018						
	High Risk Fixed	Medium Risk Fixed	Low Risk Fixed	Mobile	Temporary	TOTAL
Total No.	22	6	7	2	3	44
No. Primary Inspections	17	4	-	1	2	24
No. Re-inspections	4	0	-	0	0	4
No. additional Re-inspections	0	0	-	0	0	0
No. FSS Required	20					20
No. FSS Current	20					20

**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
Feb	3	2	0	0	0	0	\$567.00
Mar	2	2	0	0	0	0	\$512.00
Apr	0	0	1	0	0	0	\$23.00
May	2	0	4	0	0	0	\$202.00

Submitted to Council: 30 May 2018

..... General Manager ..... Mayor



<b>Companion Animals Seizures 2017/2018</b>						
	<b>Seized</b>	<b>Surrendered</b>	<b>Released</b>	<b>Rehomed</b>	<b>Euthanased</b>	<b>Stolen/Escaped</b>
<b>Jul</b>	2	0	2	0	0	0
<b>Aug</b>	4	0	3	0	1	0
<b>Sep</b>	4	2	1	1	2	0
<b>Oct</b>	4	0	4	0	0	0
<b>Nov</b>	4	2	0	0	4	0
<b>Dec</b>	5	1	2	0	2	1
<b>Jan</b>	3	0	1	0	2	0
<b>Feb</b>	1	0	1	0	0	0
<b>Mar</b>	1	0	0	1	0	0
<b>Apr</b>	2	0	2	0	0	0
<b>May</b>	6	1	2	1	3	0

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Submitted to Council: 30 May 2018

..... General Manager ..... Mayor



# COMMUNITY SERVICES

## **9.14 Walcha Council Community Care**

The Community Care Coordinator was on Annual Leave for four weeks and therefore no report was available this month.

Cathy Noon  
Community Care Coordinator

## **9.15 Library**

**May 2018**

Stats for May:

- ◆ Loans: 692
- ◆ Returns: 637
- ◆ Reservations placed: 32
- ◆ New members: 6
- ◆ Door count: 990
- ◆ Wi-fi use: 430
- ◆ Computer use: 59

This month we were contacted by a staff member from Tamworth Library who indicated she was in the last stages of applying for a grant of \$1500 for Walcha Library. The grant is called 'Be Connected' and is targeted at seniors. If we are successful in getting the money we are required to train 15 individual people over a maximum of 10 months. The money can be used to purchase technology to train 15 people or used to pay for staff to do the training. Some ideas we thought would be beneficial to the seniors in our community are how to be safe online and how to use social media/email. These were frequently asked questions at our previous Tech Savvy Seniors classes. We will keep you updated on the outcome of our application.

This month we also made a purchase of a USB charging station for the library and three portable chargers. These items will be used to hold and charge the library ipads, as well as be available for people to charge their own devices. We will now be displaying the ipads near the computers in the library, in the hope that it will promote them a bit more. Visitors will be able to use our ipads within the library by simply just recording their name on the records sheet at the time of use.

We have been busy planning some Winter story time sessions in the library, as well as the July school holiday program. One of the story time sessions will fall in the school holidays, however the other two sessions are more targeted at mum's with babies and day carers. These sessions are just a trial run to see if it is worthwhile to get story time up and running again permanently, as in the past interest in the sessions has been minimal.

Madison Garrad  
Library Coordinator/Youth Worker

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Submitted to Council: 30 May 2018

..... General Manager ..... Mayor



**9.16 Preschool**

**May 2018**

This month at preschool the families were asked to help out in the gardens in the form of a working bee. There was a great turn out and lots of work was done, the front gardens were weeded and trimmed, the vegetable garden and flower beds mulched the leaves were raked and the soft fall turned over.



Early this term preschool held a movie night for the preschool families, using the blow up screen in the playground the families came along to watch Ferdinand, it was a chilly night so I hired some outdoor gas heater and popcorn was cooked. It was a great night and the turn out was ok with around 10 families turning up for the event.

Over the last term the children have been really enjoying role playing cafes making coffee, serving cake and cooking in the kitchen. To embed this play experience into real life the children were taken on an excursion to Café Graze where they enjoyed a milkshake and a giant freckle. The children walked down and back from preschool and when they finished their milkshake they got to tour the kitchen.



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.

Submitted to Council: 30 May 2018

..... General Manager ..... Mayor



Item 10:  
  
Committee  
Reports

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Submitted to Council: 27 June 2018

..... General Manager ..... Mayor





# Walcha Council Mountain Festival Committee



Held on

Wednesday, 14 June 2018

9:00am

at

Walcha Council Chambers  
2W Hamilton Street, Walcha

Members:

Clr Kevin Ferrier – Chairperson  
Tourism Manager – Susie Crawford, Tourism Officer – Lisa Kirton  
Community Representatives – Cameron Greig, Vicki McIvor,  
Ron Denham, Chris Feltham, Leanne Natty, Barry Marshall, Adam Iuston,  
Kim Newling (Westpac Rescue Helicopter),

Quorum – 6 Members to be Present

Committee Minutes



**PRESENT:**

Clr Kevin Ferrier, Vicki McIvor, Cameron Greig, Adam Iuston, Lisa Kirton and Susie Crawford

1. Apologies

Leanne Natty, Kim Newling (WRHS), Barry Marshall, Ron Denham

2. Minutes of previous meeting – 27 November 2018 (Appendix A)

It was Moved on the Motion of Crawford and Kirton that the Minutes of the Walcha Mountain Festival Committee Meeting, copies of which have been distributed to all members, be taken as read and confirmed a **TRUE** record.

3. Business Arising

3.1 Improvements to be put in place this year

- a. Order three porta-loos (one for quilts / two for festival)
- b. Contact police regarding the event (Bar & Traffic Control).
- c. Notify jumping castle / rock climbing wall **NO CHARGE** for activities
- d. Separate stall for Langford Tours and raffle.
- e. WRHS to supply all raffle prizes. Committee to approach stallholders for raffle prizes. Quilters will donate quilt.
- f. Bins – order 12 and remember to scatter properly.
- g. WMF Banner with logo for stage backdrop – light weight.
- h. Re-introduce family bike ride around Langford– popular for families.
- i. Second coffee van if expecting same numbers.
- j. Many people think the Festival is just for bike riders – push other Festival events this year to debunk this myth.

3.2 Attracting New Committee Members

- a. Talk to Rachael Wellings re: getting Youth Committee involved. Find out what they would like to see at the Festival. Invite Clr Wellings to next meeting. Moved: KIRTON. Seconded: CRAWFORD
- b. Cameron Greig suggested putting up a sign at Festival – asking – want to get involved?

4. General Business

4.1 Suitable meeting day/time

Wednesday at 9am is suitable for all members in attendance.

4.2 Festival Date – 20 & 21 October 2018

4.3 Road Ride – Cameron Greig

- 4.3.1 PKF Sponsorship- Year 3 of 3. Cameron Greig to talk to PKF re: future years.
- 4.3.2 Shorter 35km Route – will be organised again as it was well received.
- 4.3.3 Online Bookings – Cameron Greig will organise
- 4.3.4 Indemnity Forms – Tourism Manager & Officer to update
- 4.3.5 WRHS to put event on their website
- 4.3.6 Road closures to be organised
- 4.3.7 Wooden Key Rings – have enough from last year's order. Still have one trophy left also from Tynker.
- 4.3.8 Promote on Facebook and also approach schools.





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- 4.4 Billy Carts – Clr Kevin Ferrier
- 4.4.1 Sponsors – Royal Café and George Woodward
  - 4.4.2 Road closures – to be organised with Council
  - 4.4.3 Hay bales & Council barriers – Tourism Manager to organise with Director – Engineering Services
  - 4.4.4 Indemnity Forms – Tourism Manager to make changes
  - 4.4.5 Risk Assessment – Tourism Manager / Officer to organise
  - 4.4.6 PA for event – Tourism Officer to try Michael Luchich or Hugh Cook
  - 4.4.7 Get Uralla involved again – Clr Ferrier to follow up.
  - 4.4.8 BillyCart Making Workshop at Men’s Shed – as part of school holiday program. Tourism Manager to talk to Ron Denham.
  - 4.4.9 Promotion – Clr Ferrier to get the word out.
  - 4.4.10 Helmets supplied or bring your own
- 4.5 BBQ Saturday – Ron Denham  
*Ron absent (deferred to next meeting)*
- 4.6 Mountain Bike Challenge – WRHS  
*Kim Newling absent (deferred to next meeting)*
- 4.6.1 Mike Wilson has resigned. Carlos IGA still keen to sponsor event. Will WRHS still run the event?
  - 4.6.2 Captains Ride – provide map
  - 4.6.3 Registration – start time & place?
  - 4.6.4 WRHS Coffee Van – has been sold.
  - 4.6.5 Presentations – if any? Can be done earlier in program.
- 4.7 Sunday Festival – Langford
- 4.7.1 Stallholders
  - 4.7.2 Entertainment
    - a. New events
      - six a side touch football competition. Clr Ferrier to look into this.
      - half pipe for skateboarding, bike riding. Adam Iuston to look into this.
    - b. Bands – Goldheist booked. Other suggestion is The Grimlings with Hester Fraser. Tourism Officer to organise.
    - c. Climbing Wall – need +15 year old responsible volunteers.
    - d. Jumping Castle – write to Rotary (and for car parking).
    - e. Face Painting – WCS Year 9-11 students – request helpers.
    - f. Kids Games – speak to Lance Partridge.
    - g. Vintage Cars – Tourism Officer to follow up with phone calls.
    - h. Model Boats – Tourism Officer to call Russ & speak to Barry.
    - i. Model Trains – possibly in stables?
    - j. AWFA Parade – Tourism Manager to follow up
  - 4.7.3 Sponsors & Raffle prizes – draw raffle earlier in the day (2pm)
  - 4.7.4 Food Options
    - a. Turkish Fare – Mak’s Turkish Gozleme confirmed
    - b. Marta’s Kitchen – Tourism Officer to speak to Marta & Adam.
    - c. WCS Gourmet BBQ – confirmed
    - d. Committee BBQ – confirmed
    - e. Coffee van – confirmed. We might need another one. Speak to Bean about Espresso.



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- f. Beer/Wine – Welders Dog has requested to be a part of the Festival. Speak to Darryl & Ben from Whyworry and New England first (Tourism Officer).
  - g. Morning tea – Quilt Exhibition will serve morning & afternoon tea.
  - 4.7.5 Vintage Cars & Motorbikes – Tourism Officer to follow up with phone calls.
  - 4.7.6 Old Engine Exhibition – all agreed this would be a good addition to Festival. Tourism Mgr/Officer to speak with Lee Blake. Ask what they require re: space.
  
  - 4.8 Langford Tours & Raffle
    - 4.8.1 Combined raffle again this year.
    - 4.8.2 Confirm with Kim Newling if WRHS Support Group are happy to run this stand again.
  
  - 4.9 Quilt Exhibition – Vicki McIvor / Leanne Natty
    - 4.9.1 Morning tea – will do morning and afternoon tea for a small fee.
    - 4.9.2 Format – Friday opening 6-9pm. \$5 entry with wine/nibbles. Saturday/Sunday open 9am-4pm. \$2 entry fee. Vicki McIvor to get posters updated at Telecottage. Will then send to us to have logo put on and for printing. 30-40 mostly A4, plus a few A3. Poster PDF to go on website. There will be a handmade quilt to go into the raffle. Promote Friday night on Festival Facebook page. Vicki McIvor suggested getting some material stalls for outside quilt exhibition. Vicki McIvor to look into this and give contacts to Tourism Manager so stallholder information and forms can be sent.
    - 4.9.3 Quilt Exhibition and Art Show in woolshed on alternate years. So quilt exhibition will only be on every second year. All agreed this is a good idea.
  
  - 4.10 Marketing & Promotion
    - 4.10.1 Websites
      - a. walchansw.com.au
      - b. WRHS – events page (festival and ride)
      - c. Festival Facebook Page
    - 4.10.2 Posters
      - a. Separate posters for rides and Festival
  
  - 4.11 Signage
    - a. Organise a Festival banner from AOK Signs to go at the back of stage.
    - b. Backdrop for stage – ask Stef Cook about white cloth, hessian for bottom.
  
  - 4.12 Devonshire Tea – Langford

Is Barry happy to have this run again. If so, speak to Walcha Central hospitality teacher again re: running it. Tourism Officer to follow up.
5. Next Meeting – to be confirmed via email

**MEETING CLOSE:** 10.20am



# Walcha Council Tourism Advisory Committee Meeting

held on

Wednesday, 13 June 2018

at

10:30am

at

Walcha Council Chambers

**PRESENT:**

Clr Jennifer Kealey (Chairperson), Casper Ozinga, Jane Morrison, Lisa Kirton (Tourism Officer) and Susie Crawford (Tourism Manager).  
Special Guests; Dylan Reeves (Engineering), Mayor Eric Noakes

**1. APOLOGIES:**

Vanessa Arundale, Aaron Simmon, Louise Clarke, Neil Smith,  
Special Guest: Mark Davies (Amaroo)

The Committee **RESOLVED** on the Motion of Kirton and Crawford that the apologies be accepted.

**2. MINUTES OF THE MEETING HELD ON 21 FEBRUARY 2018:**

The Committee **RESOLVED** on the motion of Kirton and Kealey that the minutes of the meeting of the Walcha Council Tourism Advisory Committee held at Walcha Council Chambers, Wednesday 21 February 2018, copies of which were distributed to all members, be taken as read and confirmed a **TRUE** record.

Committee Minutes



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**3. BUSINESS ARISING:**

**3.1 Ingleba Glamping Experience – Special Guest Mark Davies (Amaroo)**

Davies was an apology, defer to next meeting.

**3.2 Visit to China by Mayor – Special Guest Mayor Eric Noakes to present**

In March this year Mayor Noakes and General Manager, Jack O'Hara visited China with Namoi Unlimited Joint Organisation. The main reason for their visit was to learn about trading with China and building relationships however tourism was also a strong point of interest. Namoi Unlimited foresees tourism opportunities with this relationship and envisage working as a group to create experiences.

A Chinese delegation will conduct a reciprocal visit to the Namoi Unlimited area, probably around AgQuip. Walcha hopes to partially host the Chinese delegations visit.

**3.3 Carson's Lookout – Facilities Upkeep update**

The Director – Engineering Services reported that he has had discussions with MidCoast Council regarding ongoing works and redevelopment of Thunderbolts Way, including the state of the rest area. Gloucester (MidCoast Council) is unable to do anything immediately however discussions will be kept open for future budgets. Carson's Lookout is in Gloucester Shire however Walcha is happy to contribute to the upkeep of the facilities as it is a reflection on our shire as well. The Director – Engineering Services will continue to build and maintain relationships with MidCoast Council and keep this discussion open with them.

**3.4 Site possibilities for LGA Boundary Signage**

**The Committee RECOMMENDED forming a working group to refine the LGA Boundary signage consisting of Walcha Arts Advisory Committee members, Tourism Advisory Committee members and Director of Engineering.** (Suggested: James Rogers, Stephen King, Susie Crawford, Dylan Reeves)

Wording regarding Welcome to Country will be sent to the Aboriginal Advisory Committee (355) for input and approval.

Site options and size will be considered as part of the working group.

**3.5 Service Signage within Town – Dump Point Sign**

The Director – Engineering Services reported that he has ordered the signage.

**3.6 Walcha Sculpture Symposium**

9-15 September 2018. Programme of Events was reported. A FRoG's (Friends of Gallery) letter has been sent out to the community to ask for any assistance for food supplies and materials for the Symposium. Artist's dinner is organised for the Sports Club with the participating artists as guest speakers.

2017 Arts and Cultural Projects Round 2 has been announced, unfortunately we were unsuccessful in our application so the 2017 Sculpture Symposium is the only proposed event of this nature (a second Sculpture Symposium was tentatively scheduled for 2019 dependant on funding)

**3.7 Heritage Near Me – update**

Workshop was held with *Heritage Near Me* representative. Draft has been received. Report at next meeting.



#### **4. GENERAL BUSINESS**

##### **4.1 Sound Trails – Vanessa Arundale**

Vanessa Arundale was an apology. Update at next meeting.

##### **4.2 John Oxley Event**

John Oxley Event will be held on 8 – 9 September 2018. Program of Events reported on; Oxley riders are running a Mystery Ride come Poker Run followed by a Show and Shine at the Royal Hotel with live music. Guided tours at Apsley Falls with National Parks and hopefully an Amaroo representative. A ticketed dinner with guest speaker on John Oxley. A picnic at Langford with all schools doing a combined presentation on Walcha's history. Langford's John Oxley rooms will be open. Poster, colouring and iMovie competitions with school students, these will be on display at the Library the week before the event.

##### **4.3 Apsley Falls Entrance upgrade**

Proposing a four way funded project between National Parks, RMS, Walcha Council and Lower Apsley Landcare (Eric Noakes' Landcare group). Director – Engineering Services to ask for funding from RMS. Eric Noakes to take this proposal to Lower Apsley Landcare group. National Parks has indicated funding support to Director – Engineering Services.

**RECOMMENDATION to Council to match RMS funding up to \$30,000 and determine financial year budget allocation.**

##### **4.4 ANZAC Memorial Park – QR Codes and signage with Walcha Central School**

Walcha Central School teacher, Brenda Watkins proposed a project to Crawford of QR Codes attached to historical figures (eg Ex-Servicemen). Crawford to further investigate similar projects, how they have done signage inline with respecting the surrounding area; how would the project work using existing websites for the QR Codes to link to where the associated information is available; general information and feasibility.

##### **4.5 Autumn Tree Signage**

The Visitor Information Centre (VIC) get many enquiries of the trees providing autumn colour throughout the streets. One of the VIC volunteers suggested labelling the trees somehow. It was discussed and thought that a basic brochure with a key-code to trees would suit this purpose with little expense and flexibility to change if trees were ever replaced. Steph Sweeney would be knowledgeable on the plant species. Crawford to approach Walcha Garden Club to see if they would be interested in taking this brochure project on.

#### **5. NEXT MEETING**

Wednesday 14 November 2018 – 10:30am  
Walcha Council Chambers

Next Meeting: Invite Mark Davies (Amaroo)

**THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 12.30pm**



# Item 11:

# Delegate Reports

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Submitted to Council: 27 June 2018

..... General Manager ..... Mayor





# Country Mayors Association of NEW SOUTH WALES

Chairperson: Cr Katrina Humphries  
PO Box 420 Moree NSW 2400  
02 6757 3222  
ABN 92 803 490 533

## MINUTES

### GENERAL MEETING

FRIDAY, 1 JUNE 2018 PRESTON STANLEY ROOM, PARLIAMENT HOUSE, SYDNEY

The meeting opened at 9.02am.

#### 1. ATTENDANCE:

Albury City Council, Cr Kevin Mack, Mayor  
Albury City Council, Mr Brad Ferris, Acting General Manager  
Bega Valley Shire Council, Cr Kristy Mc Bain, Mayor  
Bellingen Shire Council, Cr Dominic King, Mayor  
Bland Shire Council, Cr Tony Lord, Mayor  
Bland Shire Council, Mr Ray Smith, General Manager  
Blayney Shire Council, Cr Scott Ferguson, Mayor  
Blayney Shire Council, Ms Rebecca Ryan, General Manager  
Broken Hill City Council, Cr Marion Browne, Deputy Mayor  
Broken Hill City Council, Mr James Roncon, General Manager  
Cabonne Council, Cr Kevin Beatty, Mayor  
Cabonne Council, Ms Coralie Nichols, General Manager  
Carrathool Shire Council, Ms Joanne Treacy, General Manager  
Coonamble Shire Council, Cr Michael Webb, Mayor  
Cootamundra Gundagai Regional Council, Cr Abb McAlister, Mayor  
Cootamundra Gundagai Regional Council, Mr Allen Dwyer, General Manager  
Dubbo Regional Council, Mr Michael McMahan, Acting General Manager  
Dungog Shire Council, Cr Tracy Norman, Mayor  
Dungog Shire Council, Ms Coralie Nichols, General Manager  
Federation Council, Cr Patrick Bourke, Mayor  
Federation Council, Mr Adrian Butler, Acting General Manager  
Forbes Shire Council, Cr Graeme Miller, Ma  
Forbes Shire Council, Mr Steve Loane, General Manager  
Gilgandra Shire Council, Cr Doug Batten, Mayor  
Glen Innes Shire Council, Cr Steve Toms, Mayor  
Goulburn Mulwaree Council, Cr Bob Kirk, Mayor  
Goulburn Mulwaree Council, Mr Warrick Bennett, General Manager  
Griffith City Council, Cr John Dal Broi, Mayor

Griffith City Council, Mr Brett Stonestreet, General Manager  
Gwydir Shire Council, Cr John Coulton, Mayor  
Kempsey Shire Council, Cr Liz Campbell, Mayor  
Kiama Municipal Council, Cr Mark Honey, Mayor  
Leeton Shire Council, Cr Paul Maytom , Mayor  
Leeton Shire Council, Ms Jackie Kruger, General Manager  
Lockhart Shire Council, Cr Roger Schirmer, Mayor  
Lockhart Shire Council, Mr Peter Veneris, General Manager  
Mid Western/Mudgee Regional Council, Cr Des Kennedy, Mayor  
Mid Western/Mudgee Regional Council, Mr Brad Cam, General Manager  
Moree Plains Shire Council, Cr Katrina Humphries, Mayor  
Murray River Council, Cr Christopher Bilkey, Mayor  
Murray River Council, Mr Des Bilske, General Manager  
Murrumbidgee Council, Cr Ruth McRae, Mayor  
Murrumbidgee Council, Mr Craig Moffitt, General Manager  
Narrabri Shire Council, Cr Catherine Redding, Mayor  
Narrabri Shire Council, Mr Stewart Todd, General Manager  
Narromine Shire Council, Cr Craig Davies, Mayor  
Narromine Shire Council, Ms Jane Redden, General Manager  
Oberon Shire Council, Cr Kathy Sajowitz, Mayor  
Oberon Shire Council, Mr Garry Wallace, General Manager  
Parkes Shire Council, Cr Barbara Newton, Deputy Mayor  
Shoalhaven City Council, Cr Amanda Findley, Mayor  
Singleton Council, Cr Sue Moore, Mayor  
Singleton Council, Mr Jason Linnane, General Manager  
Snowy Monaro Regional Council, Cr John Rooney, Mayor  
Temora Shire Council, Cr Graham Sinclair, Deputy Mayor  
Temora Shire Council, Mr Gary Lavelle, General Manager  
Tenterfield Shire Council, Cr Peter Petty, Mayor  
Upper Lachlan Shire Council, Cr Brian McCormack, Mayor  
Upper Lachlan Shire Council, Mr Gary Woodman, Acting General Manager  
Uralla Shire Council, Cr Michael Pearce, Mayor  
Wagga Wagga City Council, Cr Greg Conkey, Mayor  
Wagga Wagga City Council, Mr Peter Thompson, General Manager  
Walcha Council, Cr Eric Noakes, Mayor  
Walcha Council, Mr Jack O'Hara, General Manager  
Warrumbungle Shire Council, Cr Peter Shinton, Mayor  
Warrumbungle Shire Council, Mr Roger Bailey, General Manager  
Yass Valley Council, Cr Rowena Abbey, Mayor  
Yass Valley Council, Mr David Rowe, General Manager  
Premier and Cabinet, Regional Infrastructure Coordinator, Mr Ken Gillespie

**APOLOGIES:**

As submitted

**SPECIAL GUESTS:**

Mr David Harris, CEO, Water NSW

Mr Chris Taylor, Area GM Southern NSW Telstra Customer Sales and Service

Mr David Smith, CEO, and Donna Heffernan, Deputy CEO, Local Government Super and Richard Boyfield, Partner, Mercer

Mr Tim Hansen, Stakeholder Specialist, National Heavy Vehicle Regulator

**2. ADOPTION OF MINUTES OF PREVIOUS MEETING:**

The minutes need to be amended to include the attendance of Cr Reg Kidd, Mayor of Orange

RESOLVED that the minutes of the General Meeting held on 2 March 2018 as amended be accepted as a true and accurate record (Singlerton Council / Tenterfield Shire Council).

**3. Matters Arising from the Minutes**

NIL

**4. Membership**

RESOLVED That Cootamundra-Gundagai Regional Council and Kyogle Council be admitted as members of the Association (Forbes Shire Council/Tenterfield Shire Council)

**5. CORRESPONDENCE**

Outward

(a) Cr Tracey Norman, Mayor, Dungog Shire Council, advising that Dundog Shire Council has been admitted as a member of the Association

(b) Cr Rex Wilson, Mayor, Warren Shire Council, advising that Warren Shire Council has been admitted as a member of the Association

(c) The Hon Gladys Berejiklian MP, Premier, requesting a separate Ministry of Local Government with only Local Government functions

(d) The Hon John Barilaro MP, Deputy Premier, Minister for Regional NSW, Minister for Skills and Minister for Small Business, asking for grant funding protocols that lead to outcomes in line with councils needs and expectations

(e) The Hon Gladys Berejiklian MP, Premier, asking for grant funding protocols that lead to outcomes in line with councils needs and expectations

(f) Deputy Police Commissioner, Gary Worboys, Regional NSW Field Operations, thanking him for his presentation to the 2 March 2018 meeting

(g) The Hon Peter Primrose MLC, Shadow Minister for Local Government, thanking him for his presentation to the 2 March 2018 meeting

(h) Dr Robert Lang, NSW Local Government Remuneration Tribunal, highlighting the inequities in remuneration for mayors and Councilors in NSW

(i) Ms Lindsay cane, Royal Far West, thanking her for her presentation to the 2 March 2018 meeting

(j) Ms Linda Daetwyler, acting Consul General, US Consul General, thanking her for her presentation to the 2 March 2018 meeting

(k) Draft NSW Freight and Ports Plan, transport for NSW, supporting the Port of Newcastle as a container terminal

Inward

- (a) Hon Gladys Berejiklian MP, Premier, Re Local Government Portfolio (Copy Attached)
- (b) Lindsay Cane, Royal Far West, thanking the Association for the opportunity to present at the March meeting
- (c) Cr Linda Scott, President, LGNSW, providing an update on LGNSW Conference resolutions (Copy Attached)

Inward

NOTED

**6. FINANCIAL REPORT**

RESOLVED That the financial reports for the last quarter were tabled and accepted (Moree Plains Shire Council / Uralla Shire Council)

**7. Lowering of speed limit to 40kmh around emergency incidents**

Noted. This legislation has already been introduced

**8. Recycling Crisis**

RESOLVED (a) That the Association write to the Minister for the Environment and the EPA expressing concerns regarding Councils being steered to funding from streams that are already allocated to projects rather than the waste levy new funding opportunities

(b) That the Association seek urgent clarification of the definition of “recycle” and “recyclate” when the product is meeting the criteria for Container Deposit Funds to be refunded back to councils to use on projects clearly defined as sorting or re-use projects for products (Singleton Council/Shoalhaven City Council)

RESOLVED That the Association accept Tenterfields offer to have their Chief Executive present a paper on converting waste to energy at the next NSW Country Mayors meeting (Tenterfield Shire Council/Glen Innes Severn Council)

**9. Mr David Harris, CEO, Water NSW**

NSW Water is the largest water supplier in Australia. It owns 42 dams and 300+ weirs and delivers water from 33 major dams. It has a statutory function to develop water infrastructure. Functions of NSW Water include source water protection, bulk water supply, system operations, bulk water infrastructure, customer transactions and information services. The 2018-2021 Strategic Plan for 800 staff goals are Our People and Safety, Our Business, Our Performance and Our Relationships. There are 8 Strategic Priorities - customer survey outcomes, not all customers are the same, customers want more choice, customers value technology and mobility, value for money is important and customers are not clear about Water NSW's role and brand. Water NSW works with customers such as Local Government. In respect of Local Government collaboration on joint infrastructure projects has been undertaken in the Broken Hill area, the Tamworth area and the North Coast area

**10. Mr Chris Taylor, Area General Manager, Southern NSW Telstra Customer Sales and Service**

There are consistent changes in Regional NSW connectivity. Network investment drives inflows when faced with unprecedented demand for the network and a world of opportunity. Telstras network is a fixed network with 875 exchanges and a wireless network with 226 mobile sites. A mobile blackspot program is being undertaken by Telstra to boost the number of Telstra locations to 650 sites nationally representing an investment of \$260 million. Telstra are proposing co-contribution for satellite small cells that gives e-mail, basic data, and voice calls and text with a compatible device in areas where it is difficult to do so.

**11. Mr David Smith, CEO, Donna Heffernan, Deputy CEO, Local Government Super and Richard Boyfield, Partner, Mercer**

The reason for the additional contributions is that the fund has had to recover from losses imposed by the Global Financial Crisis. The fund has had to meet APRA's minimum funding requirements by 2019. There is a need to balance employers capacity to fund additional contributions. Current investment is 70% growth assets and 30% defensive assets. This needs to be turned around to 30% growth assets and 70% growth assets. APRA's standards require assets of the fund to meet the liabilities of the fund. The fund trustee may require the employer to pay additional contributions under the Trust Agreement. Currently the funding position needs to improve. Prior to the Global Financial Crisis there was a funding holiday where employers paid less which exacerbated the position after the Global Financial Crisis.

RESOLVED That the Association write to LGNSW and request that a skilled based Board be elected to Local Government Super (Goulburn Mulwaree Council/Gilgandra Shire Council)

RESOLVED That the Association write to Local Government Super requesting that once the assets exceed liabilities in 2019 that the additional contributions cease (Goulburn Mulwaree Council/ Gilgandra Shire Council)

**12 Mr Tim Hansen, Stakeholder Specialist, National Heavy Vehicle Regulator and Reuben John RMS**

NHVR is engaging with stakeholders to promote productivity and safety. The approach is strategic, tactical, information and responsive and NHRV is continually using feedback from industry and councils. For customers they prepare, lodge, and track permit applications on line, respond to consent requests and review decisions, and manage all permit actions on one platform. Heavy Vehicle Access Permits can be issued by Councils or NHVR. The National Harmonisation Project objectives are to reduce red tape, better heavy vehicle compliance, improved road safety for all road users, improved sustainability of road network, reduced environmental impacts and productivity gains



RESOLVED That the NHVR be requested to work with councils and the RMS to harmonise the Volumetric Livestock Loading Scheme to match Queensland and treat livestock as a specific freight recognizing the animal welfare requirements (Forbes Shire Council/Tenterfield Shire Council)

**13 Low Rise Medium Density Housing Code**

RESOLVED That the Country Mayors' Association write to the Minister of Planning & Environment requesting for regional and country councils who apply to the Minister, an amnesty from the new Low Rise Medium Density Housing Code for a minimum of 2 years until such time as councils have had the opportunity to engage with their communities and make required changes to Local Environmental Plans (Kiama Municipal Council/Albury City Council)

**14 Applying Clause 26 Of the CMA Constitution**

A motion was moved that, in accordance with Clause 26 of the Country Mayors Association of NSW Constitution, the Association allow nominations from the current Chairperson, Vice Chairperson or Secretary should they wish to nominate for the 2018/19 term of office (Narrabri Shire Council/Gilgandra Shire Council)

The Chairperson Cr Katrina Humphries vacated the Chair for discussion on this item. Cr Paul Maytom, Mayor, Leeton Shire a non Executive member was asked to Chair discussion of this item. The Chairperson Cr Katrina Humphries and Cr Michael Pearce, Mayor, Uralla Shire Council left the meeting room.

Discussion on the matter related to all members not been given advanced notice of the motion, to not having been given background information and as to whether the extension of the term of the offices was in accordance with the Constitution.

THE MOTION WAS LOST

The Chairperson Cr Katrina Humphries returned to the meeting and resumed her role as Chairperson

There being no further business the meeting closed at 12.48pm.

Cr Katrina Humphries  
Chair – Country Mayor's Association of NSW