



BUSINESS PAPER  
ORDINARY MEETING OF COUNCIL

To be held on

Wednesday, 30 May 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: 30 May 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, 30 May 2018** commencing at **2.00pm**.

Yours sincerely

Jack O'Hara  
GENERAL MANAGER

### INDEX

1.	Apologies	
2.	Confirmation of Previous Minutes	
2.1	Minutes of the Ordinary Meeting held on Wednesday, 2 May 2018 at Walcha Council Chambers.	WO/2018/00722
3.	Business Arising	
4.	Declarations of Interest	
5.	Mayoral Minute	WO/2018/00810
6.	Senior Officers Reports	
6.1	Quarterly Review Budget Statements as at 31 March 2018	WO/2018/00774
6.2	Macdonald River Feasibility Study Project Brief	WO/2018/00821
6.3	Review of the Local Environmental Plan 2012	WO/2018/00744
6.4	Local Government Remuneration Tribunal Annual Review	WO/2018/00736
6.5	Committee of the Whole Referral – Plant Committee Minutes containing Tender Information	WO/2018/00661
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/2018/00649

Submitted to Council: 30 May 2018

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



10. Committee Reports

10.1

11. Delegates Reports

- 11.1 DRAFT Minutes of the Namoi Unlimited Board Meeting held in Tamworth on Thursday, 3 May 2018. WI/2018/05603
- 11.2 Delegate Report on the NSW Public Libraries North East Zone Meeting held at Armidale Regional Library on Thursday, 17 May 2018. WO/2018/00826

12. Committee of the Whole

- 12.1 Design and Construct Truck Wash Bay Tender WINT/2018/01768
- 12.2 Supply and Deliver Bulk Fuel Tender T011819NEC WINT/2018/01769

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,  
2 May 2018:**

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

---

Submitted to Council: 30 May 2018

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



## ORDINARY MEETING OF COUNCIL

held on

Wednesday, 2 May 2018

at

3:25pm

at

Walcha Council Chambers

**PRESENT:** Cllr EH Noakes (Chairman) Mayor together with Councillors PR Blomfield, 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:**

132 **RESOLVED** on the Motion of Councillors Lyon and Heazlett that the apology received by Cllr Ferrier, being on holidays, be **ACCEPTED**.

MINUTES



**2. CONFIRMATION OF THE ORDINARY MEETING MINUTES HELD ON WEDNESDAY 28 MARCH 2018:**

133 **RESOLVED** on the Motion of Councillors Lyon and Kermode that the Minutes of the Ordinary Meeting held on Wednesday, 28 March 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.

**5. MAYORAL MINUTE**

Nil.

**6. SENIOR OFFICERS REPORT**

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

**6.1 Draft 2018 – 2019 Budget & Operational Plan WO/2018/00607**

135 **RESOLVED** on the Motion of Councillors Lyon and Wellings that the Draft Amended Budget for the year 2018 – 2019 be **ADOPTED** by Council and placed on public exhibition for a period of 28 days **FURTHER THAT** the Budget be included in the 2018 – 2019 Operational Plan **STILL FURTHER THAT** the Draft 2018 – 2019 Operational Plan be placed on public exhibition with the provisions of the Local Government Act, 1993, Section 405(3).

**6.2 Local Government NSW Annual Conference 2018 WO/2018/00502**

136 **RESOLVED** on the Motion of Councillors Wellings and Blomfield that Council approve the attendance of the Mayor and General Manager as representatives at the 2018 Annual Conference of Local Government NSW **FURTHER THAT** the payment of all expenses associated with the attendance at the Conference be approved by Council.

**6.3 Extension of Namoi Water Alliance Consultancy Agreement WO/2018/00637**

137 **RESOLVED** on the Motion of Councillors Heazlett and Lyon that Council **AUTHORISE** the General Manager Council to approve extending the previous engagement, including previous terms and conditions, until April 2019.



**6.4 Committee of the Whole Referral – Plant Committee Minutes containing Tender Information WO/2018/00661**

138 **RESOLVED** on the Motion of Councillors Heazlett and Lyon that, in accordance with the provisions of Section 10A(2)(c) of the Local Government Act 1993, the matter of Plant Committee Minutes that contain Tender Information for Supply of Plant 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.

**LATE REPORTS**

**1. Reverse Auction or Council’s Contestable Sites & Street Lighting WO/2018/00674**

139 **RESOLVED** on the Motion of Councillors Kermode and Kealey that Council authorise the General Manager to conduct the reverse auction process for Council High Use Sites **AND** accept a late report that summarises the outcome of the reverse auction for adoption.

**2. Stronger Country Community Fund Round 2 – Prioritisation of Projects WO/2018/00692**

140 **RESOLVED** on the Motion of Councillors Lyon and Kermode that Council endorse the following Projects for Funding Applications under the Stronger Country Communities Fund Round 2 in the stated order of priority:

1. Walcha Community Gym
2. Walcha Pool Refurbishment
3. Walcha Community Service Clubs Storage Facility
4. Upgrade Kiosk/Toilets/Change Rooms at Walcha Oval / Captain Cook Park
5. Sporting Fields Lighting Upgrade Stage 2

**FURTHER THAT** Councillors complete the attached Declaration of Interest form.

**3. Update Delegated Authorities – General Manager WO/2018/00701**

141 **RESOLVED** on the Motion of Councillors Kealey and Kermode that Council, update the General Manager’s delegated authorities, in accordance with Section 377 of the Local Government Act, 1993, by delegating the authority to issue Council Certificates under Section 88B of the Conveyancing Act, 1919.

**12. COMMITTEE OF THE WHOLE**

142 **RESOLVED** on the Motion of Councillors Kermode and Kealey 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.

143 The Meeting resumed in **OPEN** Council on the Motion of Councillors Lyon and Heazlett.

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 Plant Committee Meeting Minutes held on Wednesday, 11 April 2018.  
WO/2018/00658**

Replacement of a 9t UD Tipper:

The Committee **RECOMMENDED** on the Motion of Kealey and Wellings that the Isuzu FVR165-300MWB tendered by Isuzu Australia Limited be selected as the winning tender.

Replacement of a 12t Mack Tipper:

The Committee **RECOMMENDED** that the Kenworth T409 tendered by PACCAR Kenworth be selected as the winning tender.

Purchase of a Rigid Truck and Mounted Crane:

The Committee **RECOMMENDED** that the Isuzu FVR165-300MWB tendered by Isuzu Australia Limited be selected as the winning tender.

Purchase of a Zero Swing Excavator:

The Committee **RECOMMENDED** that the JCB48-z-1-DC tendered by JCB Construction Equipment be selected as the winning tenderer.

**ADOPTION OF COMMITTEE OF THE WHOLE**

144 **RESOLVED** on the Motion of Councillors Lyon and Heazlett that the Report and Recommendations of the Meeting of the Walcha Council Committee of the Whole held on Wednesday, 2 May 2018 be **ADOPTED** by Council.

**7. NOTICE OF MOTION**

Nil.

**8. MATTERS OF URGENCY**

Nil.





**9. MANAGEMENT REVIEW REPORTS**

**WO/2018/00649**

145 **RESOLVED** on the Motion of Councillors Lyon and Blomfield 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 Ordinary Meeting of the New England Tablelands (Noxious Plants) County Council held in Armidale on Tuesday, 20 February 2018.**

**WI/2018/04416**

**THERE BEING NO FURTHER BUSINESS THE CHAIRMAN DECLARED THE MEETING CLOSED AT 5:25PM.**




---

**Item:** 5.0 **Ref:** WO/2018/00810  
**Title:** Mayoral Minute – Renaming Walcha Oval, Middle Street Bridge & Fitzroy Street Bridge  
**Author:** Mayor of Walcha  
**Previous Items:** Not Applicable  
**Attachment:** No

---

**Report:**

Walcha’s main sporting oval is called Walcha Oval. I believe that this Oval should be renamed to reflect the contribution made to Walcha by a sportsperson who has represented their State or Country at a high level. Furthermore the two bridges in town, Middle Street and Fitzroy Street Bridges also be renamed to reflect the contribution made by two citizens of Walcha since its inception.

**RECOMMENDATION:**

**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.**

---

Submitted to Council: 30 May 2018

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



Item 6:  
Senior Officers'  
Reports

---

Submitted to Council: 30 May 2018

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



**Item:** 6.1 **Ref:** WO/2018/00774  
**Title:** Quarterly Review of 2017/2018 Budget as at 31 March 2018  
**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.*

**March 2018 Quarter Budget Review**

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

**General Fund**

The December quarterly budget review forecast a deficit of \$769,895. After a review of the results year to date this amount is unchanged.

**General Fund Major Budget Variation Items - Quarter Ending March 2018**

Expenditure Item	Amount	Favourable/ Unfavourable	Reason
<b><u>Operating Income:</u></b>			
Statewide Incentive	15,356	Favourable	To fund WHS training
Sale of Churchill St house	139,923	Favourable	
Country Art Support Program	3,000	Favourable	Workshop dinner funding
<b><u>Capital Grants:</u></b>			
SES – building free of charge	40,000	Favourable	Funds to upgrade SES building
Community Recycling Centre	18,326	Favourable	Completion of CRC project
Sporting Facilities	108,774	Favourable	SCCF – to fund ovals upgrades
Public Art - Arts Symposium	20,000	Favourable	Regional Arts Fund – funding for artists
<b><u>Operating Expenses:</u></b>			
WHS expenses	15,356	Unfavourable	Statewide to fund Manual Handling Training
CASP workshop & dinner	3,000	Unfavourable	Country Art Support Program
<b><u>Capital Works:</u></b>			
Council Building airconditioning	55,000	Unfavourable	Project brought forward
SES Building Training Room	40,000	Unfavourable	Fully funded building upgrade
CRC additional works	18,326	Unfavourable	Completion of funded project
WCCC office upgrade	45,737	Unfavourable	Fit out office and install airconditioning

Submitted to Council: 30 May 2018

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



<b>Expenditure Item</b>	<b>Amount</b>	<b>Favourable/ Unfavourable</b>	<b>Reason</b>
Sporting ovals upgrades	108,774	Unfavourable	SCCF fully funded
Public Art – Arts Symposium	20,000	Unfavourable	Regional Art Fund – acquisition & installation of sculptures

**Water Fund**

The original budget for the Water fund forecast a surplus of \$132,880. This is now expected to be a reduced surplus of \$107,880 due to increased mains maintenance.

<b>Expenditure Item</b>	<b>Amount</b>	<b>Favourable/ Unfavourable</b>	<b>Reason</b>
Mains Maintenance	25,000	Unfavourable	Higher than average number of breaks, due in part to dry weather. Also additional costs not budgeted for flushing, painting of hydrants, meter repairs.
Depreciation	100,000	Unfavourable	Increased depreciation due to revaluation in 2016/17 & WTP upgrade

**Sewer Fund**

There is an increase to the Sewer Fund depreciation as a result of the revaluation last year, however this does not change to the overall result. Sewer fund is still expected to achieve a deficit of \$811,887.

<b>Expenditure Item</b>	<b>Amount</b>	<b>Favourable/ Unfavourable</b>	<b>Reason</b>
Depreciation	32,000	Unfavourable	Increased depreciation due to revaluation in 2016/17

**RECOMMENDATION:** That Council adopt the March 2018 Quarterly Budget Review Statements **FURTHER THAT** Council approve the variations in Income and Expenditure votes as detailed.

Submitted to Council: 30 May 2018

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




---

**Item:** 6.2 **Ref:** WO/2018/00821  
**Title:** Macdonald River Feasibility Study Project Brief  
**Author:** Director – Engineering Services  
**Previous Items:** Not Applicable  
**Attachment:** Yes

---

**Community Strategic Plan Reference:**  
**Goal – 6.3.3 – Identify possible new water sources.**

---

**Introduction:**

Council has successfully lodged an EOI to the NSW Safe and Secure Water Program for the Macdonald River Feasibility Study. As a result, Council has been invited to lodge a detailed application for consideration of funding. Time is an important factor, as securing Walcha’s town water supply is of the highest importance and regional water security is currently a key focus of the State and Federal Governments. This report aims to succinctly propose a project brief and overall direction for the next phase in securing Walcha’s town water supply.

**Report:**

As Council continues to proceed through the large amount of investigations that are required to ensure that the best decisions are made in relation to dam sites, secure yields, transfer pipelines and other infrastructure it is important to not overlook the core requirement of the project. Walcha has a projected water supply demand of 287ML/a to the year 2050, an achievable target with our current Macdonald river Licence of 379ML/a. The only factor that inhibits Walcha’s ability to provide town water reliably is a storage site with a sufficient capacity to provide water while the Macdonald River cannot. In order to ensure that Walcha Council is in the most favourable standing to secure funding to construct the required infrastructure, the following process is recommended:

1. Complete modelling / sensitivity analysis to determine the storage size required to meet the minimum secure yield of 287ML/a.
2. Utilising the storage size found from modelling, identify potential dam sites that will provide the storage required. Note that the identification of sites should not be limited to traditional embankment dams, but should incorporate turkeys nest style dams.
3. Select the most suitable dam site and conduct further investigations, including geotechnical investigations and overall site suitability analysis. This process will include the feasibility of associated infrastructure such as pipelines and pumps.
4. Development of detailed construction estimates and the determination of a final Benefit / Cost Ratio (BCR) for the preferred site.

The outcome of this process will result in Council being informed regarding the most cost effective method of securing Walcha’s town water supply and will put forward a project that will be in a position to seek funding for construction and implementation.

**RECOMMENDATION:** That Council adopt the methodology detailed within the report as presented.

---

Submitted to Council: 30 May 2018

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



**Item:** 6.3 **Ref:** WO/2018/00744  
**Title:** Review of the Walcha Local Environmental Plan 2012  
**Author:** Environmental Services Manager  
**Previous Items:** WO/17/824  
**Attachment:** No

**Community Strategic Plan Reference:**

- Goal – 6.1 – Walcha’s distinct and diverse natural and built environment will be protected and enhanced.*
- Goal – 6.6 – The character of Walcha and its surrounding villages will be maintained while protecting the productivity of our rural land.*

**Introduction:**

The purpose of this report is to recommend that Council:

1. Accept the prepared planning proposal,
2. Seek a Gateway Determination from NSW Planning and Environment (P&E) requesting to place the draft Walcha Local Environmental Plan (Walcha LEP) 2012 Amendment No 1– **LEP Review 2018** on public exhibition, and
3. Request plan making delegations in respect of this Planning Proposal under the provisions of Section 3.36 of the *Environmental Planning and Assessment Act 1979*.
4. Give delegation to the General Manager to make any minor drafting corrections required.

This report has previously come before Council’s Ordinary Meeting on 31 May 2017, but due to the finding of a drafting area relating to the zoning of land and the recent amendments to the *Environmental Planning and Assessment Act 1979* a new resolution is required stating the new relevant sections of that Act.

There would be five matters pertaining to the Planning Proposal:

**1. Boundary Adjustments**

To include the ‘standard’ LEP rural and environmental boundary adjustment clause in the Walcha LEP 2012. The boundary adjustment clause provides flexibility for boundary adjustment subdivisions. The proposed clause replaces the variation provisions previously found in the repealed State Environmental Planning Policy (SEPP) 1 Variations to Development Standards.

As local Councils produced their (standard instrument) Local Environmental Plans (LEPs), the new LEPs repealed the SEPP 1 Variations to Development Standards for that area. Clause 4.6 of the Standard Instrument LEP replaced the functions of the repealed SEPP, and this clause allows for variations to development standards such as lot size, height and floor space ratio. One of the functions lacking in Clause 4.6 is the ability to make boundary adjustments for rural and environmental zoned land that is already below the minimum lot size.

Many other regional Councils, including Inverell, Tamworth, Armidale, Moree, Uralla, and Glen Innes have amended their LEPs to include the ‘new’ boundary

Submitted to Council: 30 May 2018

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



adjustment clause or local versions of that clause. Clause 4.2C from the Uralla Local Environmental Plan 2012 has been reproduced and adapted to suit the zone structure for Walcha as shown in the report below.

**2. Detached Dual Occupancy Dwellings**

To expand permissible uses within rural and environmental zones to include detached dual occupancies with certain restrictions. The intended outcome is to permit detached dual occupancies within the RU1 and RU4 Zones while ensuring that they remain in close proximity to the primary dwelling, share the same access and remain on the same title.

Certain rural detached dual occupancy dwellings were previously permissible with consent subject to justification under the former Walcha LEP 2000. As Councils made their new (stand instrument) LEPs, they were required to include *Dual Occupancies (attached)* only in their rural zones.

The need for detached dual occupancy dwellings in rural areas has been identified through the operation of the current Walcha LEP since it came into force in 2012. It is reasonable to allow a degree of separation between rural dwellings, particularly where a dual occupancy is occupied by older members of a farming family who want to remain on the land, but not live in a household directly adjoining that of other family members.

**3. Permit Signage in the RE1 Public Recreation**

Currently *signage* is prohibited in the Public Recreation Zone. It is considered that *signage* is a compatible use and it is proposed to make it permissible in this zone.

**4. Include a Minimum Lot Size for subdivision in the E2 and E4 Zone**

The need for this LEP amendment arose during the review of the maps relating to the Walcha LEP 2012. It was found that the existing subdivision minimum of 2 hectares was omitted. As a result of this error, there are no current requirements on subdivision for this land. There are 10 lots which are affected, and all are contained on Map LSZ\_003B.

**5. Rezone Land from E1 to RU1**

The need for this LEP amendment arose after a drafting error was recognised in the Walcha LEP 2012. It was found that land was zoned incorrectly in the transfer to the Walcha LEP 2012. It was previously zoned as 1a General Rural where by it was transferred into E1 National Parks and Nature Reserve. As a result of this error, the land is reflected as being part of a National Park or Nature Reserve. There is 1 lot which is affected, and it is contained on Map LZN\_006.

**Report:**

The subject Planning Proposal would seek to amend the Walcha LEP 2012 to include appropriate LEP provisions to enable rural detached dual occupancies and boundary adjustment subdivisions of ‘undersized’ rural lots within rural and environmental zoned land, the inclusion of signage as a permissible use in the RE1

---

Submitted to Council: 30 May 2018

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





Zone, include a Minimum Lot Size for E2 and E4 Zoned land and rezone land from E1 to RU1.

**Boundary Adjustments**

As local Councils produced their (standard instrument) Local Environmental Plans (LEPs), the new LEPs repealed the SEPP 1 Variations to Development Standards for that area. Clause 4.6 of the Standard Instrument LEP replaced the functions of the repealed SEPP, and this clause allows for variations to development standards such as lot size, height and floor space ratio. One of the functions lacking in Clause 4.6 is the ability to make boundary adjustments for rural and environmental zoned land that is already below the minimum lot size.

Many other regional Councils, including Inverell, Tamworth, Armidale, Moree, Uralla, and Glen Innes have amended their LEPs to include the ‘new’ boundary adjustment clause or local versions of that clause. Clause 4.2C from the Uralla Local Environmental Plan 2012 has been reproduced and adapted to suit the zone structure for Walcha as shown in the report below.

Boundary adjustment subdivisions resulting in lots below the minimum rural lot size were formerly assessed and determined pursuant to a SEPP 1 variation of the Walcha LEP 2000. SEPP 1 variations were removed with the implementation of the Standard Instrument LEP. Council’s intention in preparing the Walcha LEP 2012 was to complete a best fit transfer of the old LEP into the new format. The proposed provision complies with Council’s intent.

Rural boundary adjustments are often necessary for efficient farm management purposes or to facilitate estate planning. The ability for rural land owners to be able to undertake routine boundary adjustments is considered to be a valid and sustainable approach to land management. It allows property owners flexibility when it comes to management of their farms.

The subject Planning Proposal would provide a logical additional clause to the Walcha LEP 2012 that has been “tested” in other regional local government areas and addresses a “gap” in the standard instrument LEP template.

The proposed boundary adjustment LEP Provision is:

**4.2D Exceptions to minimum subdivision lot size for boundary adjustments**

- 1) *The objective of this clause is to permit the boundary between 2 or more lots to be altered in certain circumstances, to give landowners a greater opportunity to achieve the objectives of a zone.*
- 2) *This clause applies to land in the following zones:*
  - a) *Zone RU1 Primary Production,*
  - b) *Zone RU4 Primary Production Small Lots,*
  - c) *Zone R5 Large Lot Residential,*
  - e) *Zone E4 Environmental Living.*

---

Submitted to Council: 30 May 2018

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



3) *Despite clause 4.1(3), development consent may be granted to the subdivision of 2 or more adjoining lots, being land to which this clause applies, if the consent authority is satisfied that the subdivision:*

- a) will not result in an increase in the number of lots, and*
- b) will not result in an increase in the number of dwellings on, or dwellings that may be erected on, any of the lots, and*

4) *In determining whether to grant development consent for the subdivision of land under this clause, the consent authority must consider the following:*

- a) the existing uses and approved uses of other land in the vicinity of the subdivision,*
- b) whether or not the subdivision is likely to have a significant impact on land uses that are likely to be preferred and the predominant land uses in the vicinity of the development,*
- c) whether or not the subdivision is likely to be incompatible with a use referred to in paragraph (a) or (b),*
- d) whether or not the subdivision is likely to be incompatible with a use of land in any adjoining zone,*
- e) any measures proposed by the applicant to avoid or minimise any incompatibility referred to in paragraph (c) or (d),*
- f) whether or not the subdivision is appropriate having regard to the natural and physical constraints affecting the land,*
- g) whether or not the subdivision is likely to have an adverse impact on the environmental values or agricultural viability of the land.*

(5) *This clause does not apply:*





- (a) in relation to the subdivision of individual lots in a strata plan or a community title scheme, or*
- (b) if the subdivision would create a lot that could itself be subdivided in accordance with clause 4.1.*

Explanation of each subclause:

1. Explains the objectives of the provisions.
2. Defines which zones to which the proposed provisions apply.
3. Indicates that despite minimum lot size provisions contained in the plan, subdivision of undersized allotments may occur where Council is satisfied that no additional dwelling entitlement would be created and the potential for land use conflicts are not increased.
4. Council must also be satisfied that E3 and E2 zoned land will not be detrimentally impacted by the adjustment.

**Detached Dual Occupancy Dwellings**

Traditional reasons against the use of detached dual occupancies in rural areas have been:

-  Raising expectations of future subdivision to separate rural dwellings;
-  Impacts from additional road access driveways;
-  Loss of agricultural land; and
-  Increase in value of agricultural land as a result of built improvements.



These issues will be managed by proposed DCP controls in the Walcha LEP 2012, including:

- ✚ Consolidation of separate land parcels so that the primary dwelling and the detached dual occupancy are located within a single lot;
- ✚ Access to the primary dwelling and the detached dual occupancy dwelling are to be via a single (existing) access driveway and single point of access location of a public road;
- ✚ Justification for the separation distance between the proposed detached dual and the primary dwelling.

The mechanism for amending the LEP and enabling detached dual occupancies is as follows:

- ✚ Removing *Dual occupancies (attached)* from the Land Use Table for RU1 and RU4 zoned land as a use that is permitted with consent ; and
- ✚ Including *Dual occupancies* in the Land Use Table for RU1 and EU4 zoned land as a use that is permitted with consent.

**Permit Signage in the RE1 Public Recreation**

Under the Walcha LEP 2012, *signage* is defined as:

*any sign, notice, device, representation or advertisement that advertises or promotes any goods, services or events and any structure or vessel that is principally designed for, or that is used for, the display of signage, and includes any of the following:*

- (a) an advertising structure,*
- (b) a building identification sign,*
- (c) a business identification sign,*

*but does not include a traffic sign or traffic control facilities.*

The RE1 Public Recreation zone is generally intended for a wide range of public recreational areas and activities including local and regional parks and open space. The uses may include *recreation facilities, community facilities* such parks, *environmental facilities, environmental protection works* and other uses compatible with the primary use of the land. The inclusion of *signage* as a permissible land use is considered to be acceptable as it is a compatible use.

These issues relating to appropriate nature of signage, i.e. size, construction and location will be managed by proposed DCP controls in the Walcha LEP 2012.

The mechanism for amending the LEP and enabling *signage* is to include *signage* in the Land Use Table for RE1 zoned land as a use that is permitted with consent.

**Include a Minimum Lot Size for subdivision in the E2 and E4 Zone**

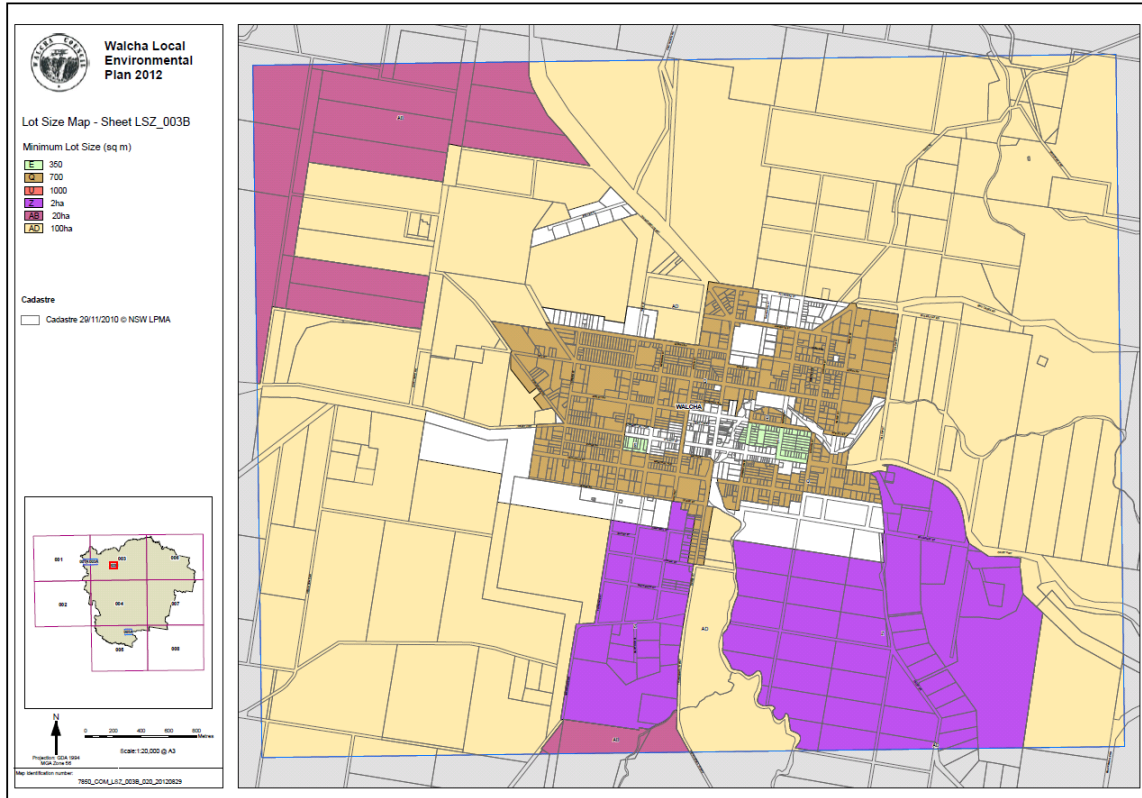
Due to a drafting error in the Walcha LEP 2012, it was found that the E2 and E4 zoned land listed below was not allocated a Minimum Lot Size. This implies that there are no subdivision controls on this land. The lots affected are: Lots 560, 561, 562, 563 DP 722828, Lot 7023 DP 1059151, Lot 4 Section 20 DP 759035, Lots 202, 216 DP 756502, Lot 7 DP 1217346 and Lot 4 DP 1155108 and are all contained on Map LSZ\_003B.

Submitted to Council: 30 May 2018

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



Under the Walcha LEP 2000 the land had a subdivision minimum of 2 hectares. It would be appropriate to use this as a Minimum Lot Size for this land as it is also adjoining similar land to the east and south.



**5. Rezone Land from E1 to RU1**

The need for this LEP amendment arose after a drafting error was recognised in the Walcha LEP 2012. It was found that Lot 50 DP 756473 (contained in Map LZN\_006) had been inadvertently rezoned from Rural (1a General Rural) to E1 National Park & Nature Reserve. The environment protection zone E1 is only to be applied to existing areas identified under the *National Parks and Wildlife Act 1974* or areas identified as proposed for national park or nature reserves agreed by the NSW Government. This land is not part of the adjoining National Park, therefore the zone needs to reflect this.

The RU1 Primary Production zone covers land used for most kinds of commercial primary industry production, including extensive agriculture, intensive livestock and intensive plant agriculture, aquaculture, forestry, mining and extractive industries. The zone is aimed at utilising the natural resource base in a sustainable manner. The zone is not a default zone for non urban land. The zone is allocated to land where the principal function is primary production. This is the most suitable zone.



**Gateway Determination**

It is requested that Council resolves to prepare and forward the Planning Proposal to NSW Planning and Environment for a Gateway determination, approval to place the Planning Proposal and draft LEP amendment on Public Exhibition and that Council be the delegated plan making authority instead of the Minister.

Should council resolve to endorse the recommendation, the NSW Planning and Environment ‘Gateway Determination’ process is summarised as follows:

1. **Gateway:** the Minister (or delegate) determines whether the planning proposal is to proceed. This gateway acts as a checkpoint to ensure that the proposal is justified before further studies are done and resources are allocated to the preparation of a plan. A community consultation process is also determined at this time. Consultations occur with relevant public authorities and, if necessary, the proposal is varied.
2. **Community consultation:** the proposal is publicly exhibited (generally low impact proposals for 14 days, others for 28 days). A person making a submission may also request that a public hearing be held.
3. **Assessment:** the relevant planning authority (Council) considers public submissions and the proposal is varied as necessary. Parliamentary Counsel then prepares a draft local environmental plan; the legal instrument.
4. **Decision:** with the Minister’s approval the plan becomes law and is published on the NSW legislation website.

Submitted to Council: 30 May 2018

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



**Key issues:**

- The Planning Proposal involves the inclusion of an additional boundary adjustment clause (provision) in the Walcha Local Environmental Plan 2012.
- The new boundary adjustment provision will enable Council to determine boundary adjustment subdivisions that would previously have required a SEPP 1 variation under the former Walcha LEP 2000.
- The proposed amendment will enable *Dual Occupancies (detached)* in the RU1 and RU4 zones.
- The proposed amendment will enable *signage* in the RE1 zone.
- Drafting errors within the Walcha LEP 2012 will be corrected.
- The Planning Proposal does involve mapping amendments to the Map LSZ\_003B and LZN\_006.

**Conclusion:**

A review of surrounding Councils shows that there is a genuine and justifiable need for:

1. Flexibility when dealing with rural boundary adjustment subdivisions,
2. Detached rural dual occupancy dwellings,
3. Inclusion of signage as a permissible land use in the RE1 zone, and
4. Correct a previous drafting error in the Walcha LEP 2012 and include a minimum Lot Size for E2 and E4 zoned lands and to rezone land from E1 to RU1.

The proposed amendments are recommended to keep the Walcha LEP 2012 up-to-date and accurate and to provide the best balance in effective planning to achieve and facilitate good development outcomes. Given the complexity of the LEP document this is an important continuous improvement process.

It is recommended that Council accept this housekeeping planning proposal and seek a Gateway Determination from NSW Planning and Environment to place the Planning Proposal on public exhibition. The Planning Proposal is 'low impact,' and it would be expected the gateway Determination will require the Planning Proposal to be exhibited for 14 days.

Further, plan making delegations be requested in respect of this Planning Proposal under the provisions of Section 3.36 of the Environmental Planning & Assessment Act 1979, allowing Council to act on the behalf of the Minister in this matter.

**RECOMMENDATION:**

**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, and**

---

Submitted to Council: 30 May 2018

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



- 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.
  - e. Rezone Lot 50 DP 756473 from E1 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.

---

Submitted to Council: 30 May 2018

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



**Item:** 6.4 **Ref:** WO/2018/00736  
**Title:** Local Government Remuneration Tribunal Annual Review  
**Author:** General Manager  
**Previous Items:** Not Applicable  
**Attachment:** Yes Pages from the Report

**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.*

**Introduction:**

The Local Government Remuneration Tribunal has handed down its latest determination of annual remuneration fees for Councillors and Mayors. (Copy of relevant pages of the report attached).

**Report:**

Section 241 (1) of the Local Government Act 1993 requires that:

*The Remuneration Tribunal must, not later than 1 May in each year, determine, in each of the categories determined under Section 239, the maximum and minimum amounts of fees to be paid during the following year to Councillors (other than Mayors) and Mayors.*

Section 239 (1) provides that:

*The Remuneration Tribunal must, at least once every 3 years:*

- (a) determine categories for Councils and Mayoral offices; and*
- (b) place each Council and Mayoral office into one of the categories it has determined.*

The determination provides for the retention of five existing categories (some with new titles) and the creation of two new categories. In accordance with Section 239, the categories of general purpose councils have been determined as follows:

**Metropolitan**

- Principal CBD
- Major CBD
- Metropolitan Large
- Metropolitan Medium
- Metropolitan Small

**Non-metropolitan**

- Regional City
- Regional Strategic Area
- Regional Rural
- Rural

Section 248, 248A, 250 and 251 of the Act generally provide that:

- ◆ A Council may fix an annual fee to be paid to each Councillor and to the Mayor. The fee paid to the Mayor is additional to the Councillor fee. The fees paid must be in accordance with the determination made by the Remuneration Tribunal.
- ◆ The annual fee so paid must be the same for each Councillor.
- ◆ A Council that does not fix the annual fees (both Councillor and Mayoral) must pay the minimum fee as determined by the Remuneration Tribunal.

Submitted to Council: 30 May 2018

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





- ◆ Fees are to be paid monthly in arrears.
- ◆ A suspended Councillor does not receive the fee during the period of the suspension.
- ◆ A Council may pay a deputy mayor a fee determined by the Council for such time as the deputy mayor acts as mayor however the fee so paid must be deducted from the mayor’s annual fee.
- ◆ The payment of these fees does not mean that Councillors are Council employees nor does the fee constitute a salary for the purposes of any Act.

Financial Implications:

The Tribunal has also determined the following annual fees for Rural Category Councils:

<b>Councillors</b>		<b>Mayors</b>	
<b>Minimum</b>	<b>Maximum</b>	<b>Minimum</b>	<b>Maximum</b>
\$8,970	\$11,860	\$9,540	\$25,880

The Mayoral and Councillor Fees for 2017/2018 are:

Councillor Fee	\$11,000
Mayoral Fee	\$25,250

The Draft 2018/2019 Budgeted amount for Mayoral & Councillor Fees are:

Councillor Fee	\$11,500
Mayoral Fee	\$25,500

Delegated Authority Implications

The report has no implications for Council’s delegated authorities. Council cannot delegate the authority to set these fees.

**RECOMMENDATION:**

**For Council’s consideration.**

---

Submitted to Council: 30 May 2018

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



Determinations of the Local Government Remuneration Tribunal effective on and from 1 July 2018

**Local Government Remuneration Tribunal**

**Table 2: General Purpose Councils – Non-Metropolitan**

Regional City (2)	Regional Strategic Area (2)	
Newcastle	Central Coast	
Wollongong	Lake Macquarie	

Regional Rural (37)	Rural (57)	
Albury	Balranald	Kyogle
Armidale	Bellingen	Lachlan
Ballina	Berrigan	Leeton
Bathurst	Bland	Liverpool Plains
Bega	Blayney	Lockhart
Blue Mountains	Bogan	Moree Plains
Broken Hill	Bourke	Murray River
Byron	Brewarrina	Murrumbidgee
Cessnock	Cabonne	Muswellbrook
Clarence Valley	Carrathool	Nambucca
Coffs Harbour	Central Darling	Narrabri
Dubbo	Cobar	Narrandera
Eurobodalla	Coolamon	Narromine
Goulburn Mulwaree	Coonamble	Oberon
Griffith	Cootamundra-Gundagai	Parkes
Hawkesbury	Cowra	Snowy Valleys
Kempsey	Dungog	Temora
Kiama	Edward River	Tenterfield
Lismore	Federation	Upper Hunter
Lithgow	Forbes	Upper Lachlan
Maitland	Gilgandra	Uralla
Mid-Coast	Glen Innes Severn	Walcha
Mid-Western	Greater Hume	Walgett
Orange	Gunnedah	Warren
Port Macquarie-Hastings	Gwydir	Warrumbungle
Port Stephens	Hay	Weddin
Queanbeyan-Palerang	Hilltops	Wentworth
Richmond Valley	Inverell	Yass
Shellharbour	June	
Shoalhaven		
Singleton		
Snowy Monaro		
Tamworth		
Tweed		
Wagga Wagga		
Wingecarribee		
Wollondilly		

Submitted to Council: 30 May 2018

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



**Local Government Remuneration Tribunal**

**Determination No. 2- Determination Pursuant to Section 241 of Fees for Councillors and Mayors**

Pursuant to s.241 of the *Local Government Act 1993*, the annual fees to be paid in each of the categories to Councillors, Mayors, Members and Chairpersons of County Councils effective on and from 1 July 2018 are determined as follows:

**Table 4: Fees for General Purpose and County Councils**

Category		Councillor/Member Annual Fee		Mayor/Chairperson Additional Fee*	
		Minimum	Maximum	Minimum	Maximum
General Purpose Councils – Metropolitan	Principal CBD	26,970	39,540	164,980	217,080
	Major CBD	17,980	33,310	38,200	107,620
	Metropolitan Large	17,980	29,670	38,200	86,440
	Metropolitan Medium	13,480	25,160	28,640	66,860
	Metropolitan Small	8,970	19,790	19,100	43,150
General Purpose Councils – Non-metropolitan	Regional City	17,980	31,260	38,200	97,370
	Regional Strategic Area	17,980	29,670	38,200	86,440
	Regional Rural	8,970	19,790	19,100	43,170
	Rural	8,970	11,860	9,540	25,880
County Councils	Water	1,780	9,890	3,820	16,250
	Other	1,780	5,910	3,820	10,790

\*This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillor/Member (s.249(2)).

**The Local Government Remuneration Tribunal**

**Signed**

**Dr Robert Lang**

**Dated: 17 April 2018**

Submitted to Council: 30 May 2018

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



**Item:** 6.5 **Ref:** WO/2018/00824  
**Title:** Committee of the Whole Referral – Design & Construct Truck Wash Bay Tender AND Supply and Deliver Bulk Fuel T011819NEC  
**Author:** Director – Engineering Services  
**Previous Items:** Not Applicable  
**Attachment:** No

**Community Strategic Plan Reference:**

*Goal – 1.1 – Walcha will be serviced by an integrated and efficient transport network.*

**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 10A(2)(c) of the Local Government Act, 1993. Approval to refer the matter 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 10A(2)(c) of the Local Government Act, 1993, the matter of Design and Construct Truck Wash Bay Tender AND Supply and Deliver Bulk Fuel T011819NEC 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.**

Submitted to Council: 30 May 2018

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



Ref: WO/2018/00729

**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: 30 May 2018

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



# FINANCE AND ADMINISTRATION

## 9.1 Listing of Bank Balances for the Month of April 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	\$ 872,654.47	\$ 332,522.44

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)	\$ 14,367.57	\$ 35,192.20

## 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.

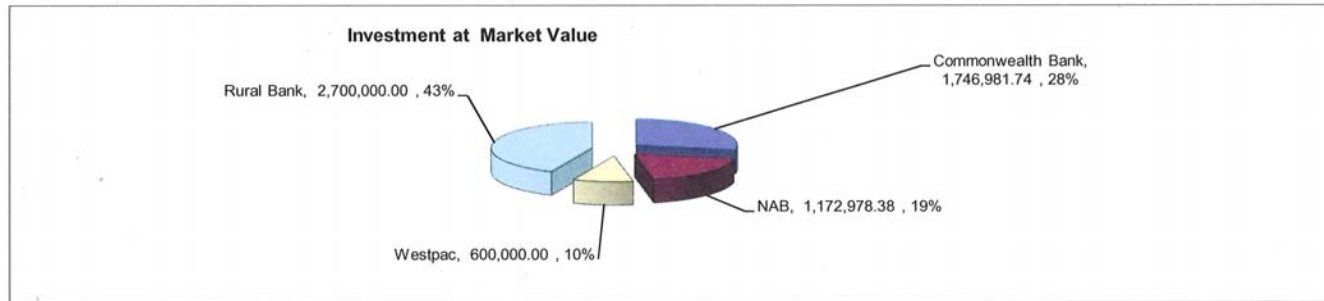
Jack O'Hara  
GENERAL MANAGER



REGISTER OF INVESTMENTS TO 30/04/2018

Institution	Type	Placement Date	Term (Days)	Maturity Date	Rate	Est. Interest	YTD Interest	Amount Invested	YTD Redemption	Est. Market Value At 30/04/18	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%	
Commonwealth Bank	Term Deposit	26/09/2017	240	24-May-18	2.54%	8645.30	11034.29	517,639.92	-	517,639.92	8.32%	
Elders Rural Bank	Term Deposit	17/12/2017	180	17-Jun-18	2.46%	6672.33	7052.05	550,000.00	-	550,000.00	8.84%	
National Australia Bank	Term Deposit	18/01/2018	181	19-Jul-18	2.50%	8058.22	0.00	650,000.00	-	650,000.00	10.45%	
Commonwealth Bank	Term Deposit	17/09/2017	330	17-Aug-18	2.50%	7852.20	10118.45	347,400.27	-	347,400.27	5.59%	
Elders Rural Bank	Term Deposit	28/03/2018	180	28-Sep-18	2.50%	11712.33	24468.36	950,000.00	-	950,000.00	15.27%	
Commonwealth Bank	Term Deposit	26/10/2017	365	22-Oct-18	2.55%	22489.51	20711.98	881,941.55	-	881,941.55	14.18%	
Elders Rural Bank	Term Deposit	4/04/2018	210	31-Oct-18	2.55%	8802.74	15451.23	600,000.00	-	600,000.00	9.65%	
Elders Rural Bank	Term Deposit	15/02/2018	270	15-Nov-18	2.48%	11007.12	10336.44	600,000.00	-	600,000.00	9.65%	
National Australia Bank	Term Deposit	28/04/2018	180	28-Nov-18	2.65%	6834.54	12831.03	522,978.38	-	522,978.38	8.41%	
Westpac Bank	Term Deposit	20/04/2018	365	20-Apr-19	2.76%	16560.00	0.00	600,000.00	-	600,000.00	9.65%	
							<b>108,634.28</b>	<b>154,332.71</b>	<b>6,219,960.12</b>	<b>2,810,878.74</b>	<b>6,219,960.12</b>	<b>100.00%</b>

Capital Value of Portfolio	6,219,960.12
Redeemed Value of Portfolio	2,810,878.74
Market Value of Portfolio 30/04/18	6,219,960.12
Estimated Profit/(Loss) 30/04/18	6,219,960.12



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: 30 May 2018

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



**9.3 Work, Health & Safety**

April 2018

Workplace Incidents – Nil.

Motor Vehicle – One minor incident was recorded and a claim will be lodged.

Near Misses – One near miss which was investigated and as a result corrective actions were put in place.

Public Liability – Nil.

**9.4 Tourism Report**

March & April 2018

**Number of visitors to VIC**

<b>MARCH</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>
Walk in's	514	450	473	454
Phone enquiries	37	57	36	24
Email enquiries	4	0	0	3
<b>WEBSITE</b>	<b>March</b>	<b>February</b>	<b>January</b>	<b>December</b>
Unique Visits	2,742	2,633	2,891	1,659
Visits	3,455	3,247	3,579	1,965
No of Hits	200,188	184,078	206,037	112,673
<b>APRIL</b>	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>
Walk in's	712	741	528	556
Phone enquiries	22	49	23	25
Email enquiries	0	1	0	3
<b>WEBSITE</b>	<b>April</b>	<b>March</b>	<b>February</b>	<b>January</b>
Unique Visits	2,680	2,742	2,633	2,891
Visits	3,464	3,455	3,247	3,579
No of Hits	194,263	200,188	184,078	206,037

**Comments from the Visitors Book – March / April**

Very informative, Very helpful thanks, Very informative, Pretty place – nice people, Thank you for being so friendly and helpful, Very helpful people, Very very helpful, Great stop for info, Most helpful – Thank you, Thanks for your help, Thank you, Great VIC (Visitor Information Centre) Thanks, Great, Lovely flowers in the public toilets and clean too, No I don't feel 60!, Great help, Thank you for your help – much appreciated, Very helpful, thanks for your help, A very friendly and pretty town and lady in info very helpful, Very helpful – thanks, Wonderful, Friendly and helpful, Very friendly – thanks, Fantastic – thanks, Thanks for your help, Thank you for the memories, Awesome, Interesting and very helpful, Great town and interesting sculptures.

**Projects**

**John Oxley Bicentenary Event – September 8 - 9 2018**

We are working on the John Oxley event in an ongoing manner. The events so far are: Saturday; Oxley Riders (motorcyclists) are going to run a Mystery Ride come Poker Run

Submitted to Council: 30 May 2018

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





followed by a show & shine exhibition, tours of Apsley Falls by the National Parks and hopefully someone from the Aboriginal Community to tell dreamtime stories and explain the local Indigenous significance of the Apsley Falls to visitors. A mountain bike ride (to be confirmed) – we have ideas and a proposed route from Chris Feltham however he will be away so we are still looking for someone to run this activity. A John Oxley Dinner with local historian, Dr John Atchison, as a guest speaker.

Sunday: Along with movie, poster and colouring competitions with the schools we are also orchestrating a joint theatrical production, to be held at Langford, including every school in the shire and the Walcha Pre-school, followed by a family picnic.

**Walcha Sculpture Symposium – September 9 – 15 2018**

Four Artists have been selected by a selection panel consisting of NERAM Director - Robert Heather, NERAM Manager Curatorial and Exhibitions - Ms Rachael Parsons, Walcha Gallery of Art Director, Carley McLaren and local Walcha artist and sculptor James Rogers. We received applications from professional artists as far away as the United Kingdom – a testament to how respected the Open Air Gallery and Walcha is in international artistic circles.

This event will be more extensive than the procurement of four free-standing sculptures to add to Walcha and the Open Air Gallery. It is offering a unique experience to observe the creative process of these sculptures from start to finish, Artist demonstrations and artist dinners with the participating sculptors of the symposium as guest speakers.

Susie Crawford  
Tourism Manager



**9.5 Grant Information**

**Grants Currently Applied for:**

Name of Grant:	Purpose of Grant:	Amount Requested :	Council Contribution:	Date Outcome Announced:	Outcome
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	
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	

**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-regional-partnerships/>
- <http://regionalartsnsw.com.au/grants/raf/>
- <http://regionalartsnsw.com.au/grants/casp/>
- <http://www.australiacouncil.gov.au/funding/>
- <https://www.youthweek.nsw.gov.au/about>
- <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/flooplain-management-grants-2017-18.htm>

Submitted to Council: 30 May 2018

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



# 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

### Gravel Re-Sheeting – Forest Way and Ruby’s Knob Road

Gravel re-sheeting has been completed on the Forest Way and Ruby’s Knob Road following a series of complaints about the pavement condition. Unfortunately the surface of the Forest Way is dominated by gravel that lacks fine particle material and has a tendency to become quite raw and pothole. Council has recently been successful in locating sources of material that are dominated by fine particles in the vicinity of these roads. Council completed a trail of mixing the fine material into the pavement of Forest Way with positive results. Council will continue to monitor these sections and continue to incorporate the material if the trial proves to be successful.

### Rural Roads Heavy Patching

The Rural Roads Heavy Patching program is now complete, Council patched large areas on the Moona Plains Road, further patches were completed on the Aberbaldie, Brackendale and Winterbourne Roads. The program was aimed at areas that were a safety concern.





*Upper Yarrowitch River Road Sealing*

The Upper Yarrowitch River Road Sealing is progressing pleasingly and will be sealed by the time Council meets on 30 May. The project has progressed well with the machinery able to break up the large basalt rocks that are dispersed throughout sections of the pavement. An overlay of gravel along with stabilment has proven to be effective, with staff pleased with the result.



**State and Regional Roads Maintenance:**

*Heavy Patching Program Completion*

The State Road Heavy Patching program is now complete; in total 3,127m2 were patched. The segments that were targeted are the segments due for reseal in the 2018-19 financial years.



*Culvert Replacement and Rehabilitation Program*

Council has completed all civil works required for the culvert rehabilitation and replacement program. Interflow will commence on the 15 culverts that will be relined under the contract, taking approximately 2-3 weeks to complete.

The completion of this program will see all culverts that have been placed in “poor” condition status upgraded to be in as new condition.



*Audible Linemarking*

Audible linemarking has been recently completed on the Oxley Highway. The work was initiated by the RMS road safety division and is aimed at improving visibility and alerting drivers if they are leaving the travelling lane. The work targeted segments that had an accident history.



**Urban – Projects:**

There are several projects occurring around the Walcha Township, including the following:

*Nivison Fountain Upgrade*

The Nivison Fountain is undergoing a makeover. The aim of the upgrade is to beautify the fountain, improve the surrounds and ensure that the fountain operates effectively and reliably. The overall water depth has been reduced as a result of the upgrade. Remaining works include access footpaths around the circumference of the fountain, with gardens inserted to break up the uniformity. Once water becomes available the fountain will be switched on.



Submitted to Council: 30 May 2018

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



*Crocodile Bridge Crossing*

The alternate crocodile bridge crossing is now completed, with large basalt rock sourced from Guyra being placed around the existing 1800mm culvert outlet from Hill Street. Works have extended downstream with the installation of a twin cell 1200mm culvert that supports the new crossing. Gardens have been installed around the perimeter of the project in order to reduce maintenance and improve amenity.



*New Bus Entry – The Oxley Explorer*

Council staff completed a new bus entry for the Oxley Explorer under a private works contract recently. The work was completed due to the previous entrance causing busses to catch on either the road pavement or the driveway.



the road pavement or the driveway. The new entrance has taken the severe change in grade away, helping the busses to access the yard safer and without catching.

Submitted to Council:

30 May 2018

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



**Completed Maintenance Snapshot:**

<b>Local Roads</b>	
Maintenance Grading:	Roads:
	Ruby's Knob
	Forest Way
	Blomfield
	Mooraback
	Kangaroo Flat
	Cowsby
<b>State &amp; Regional Roads</b>	
Oxley Highway Maintenance:	Tasks:
	Sign Maintenance & Repair
	Servicing Rest Areas
	Vegetation Control & Slashing
	Drainage
Regional Roads:	Tasks:
	Cold Mix Patching
	Slashing
	Service Rest Areas
<b>Urban Roads</b>	
Urban Maintenance:	Tasks:
	Sporting Ground Maintenance
	Town Street Cleaning
	Parks and Garden Maintenance

**Proposed Works for the Coming Period:**

Shire Roads:

- ◆ Maintenance grading is proposed to occur on Geraldine, Hurricane Gully, Kilburnie and Niangala Roads.
- ◆ Tighten bridge bolts.
- ◆ Culvert replacements.
- ◆ Finalise bypass track removals.

State & Regional Roads:

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

Works In Town:

- ◆ Streetscape Maintenance.
- ◆ Sporting grounds maintenance.

---

Submitted to Council: 30 May 2018

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



- ◆ Town Mowing - parks, gardens and cemeteries.
- ◆ Town Garden Maintenance.
- ◆ Pool Operations and Maintenance.
- ◆ Secondary crossing at the Crocodile bridge to be finalised.
- ◆ Walcha Oval Irrigation Upgrade to be finalised.
- ◆ 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 April 2018 was as follows:

- ◆ Average usage per person per day – 294 Litres (a 4 litre increase per person per day than last 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 advising the previous weeks usage, and includes a weekly tip on how to reduce water consumption.

**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 - Storage Dam**

Clay lining of the treated effluent storage dam has been completed. Gypsum modifications to the inner walls and floor to reduce dispersivity and control shrink/swell cracking has also been completed. Delivery of gabion rock to prevent wave motion erosion has finished and the rock is stockpiled on site. Lining of the dam walls with gabion to commence the week of 21/05/2018. All pipeline materials have been delivered with installation expected to commence the week of 28/05/2018.

---

Submitted to Council: 30 May 2018

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





Figure 2 – Clay Pit/ Biosolid Storage Area

Biosolids from the maturation pond have been excavated to the clay source pit on site following the completion of the clay excavation for the Storage Pond. The biosolids are to be compacted and covered on completion of the Maturation Pond critical works.



Figure 3 - Gabion Lining of the Maturation Pond

The accumulated biosolids have been excavated from the maturation pond to the on site containment pit. The floor of the maturation pond has been re-graded and compacted and gabion lining of the inner walls has commenced. Pipelines will be installed following the gabion lining.

The extension request submitted to the EPA for the completion of the refurbishment work on the Maturation Pond has been approved; completion date is 30 June 18.

**9.10 Waste**

Woolbrook Waste Transfer Station Conversions

*Woolbrook Landfill:* Works for the conversion work have commenced the week of 21 May 2018.

Waste Strategy

The desktop hydrogeological study by GHD (a sub project of the Landfill Masterplan) was presented to the EPA recently. The findings of the review and the recommendations were accepted by the EPA with a verbal assurance provided at the meeting for the landfill life of the Aerodrome Road facility to be extended for a further 30 years. Written confirmation of this assurance was requested but is yet to be received.

Tess Dawson  
Senior Manager - Water, Sewer & Waste

Submitted to Council: 30 May 2018

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



# 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
<b>Total Number of DAs Determined</b>	22	30
<b>Number of DAs Outstanding</b>	2	2
<b>Average Determination Time (days)</b>	30.6	29
<b>Value of DAs</b>	\$4,024,495.00	\$4,876,132.00
<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	0
<b>Withdrawn / Cancelled</b>	0	2
<b>Refused</b>	0	0

Complying Development Application (CDC) Data		
	2016/2017	2017/2018 YTD
<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	-

### **Development Applications and Complying Development Certificates Determinations issued – April 2018**

Submitted to Council: 30 May 2018

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



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	
10.2018.8	Demolish existing old building & construct new preschool building	Preschool & Early Intervention, 215N Uralla Road, Walcha
10.2018.6	Single dwelling alterations & additions	The Vicarage 1N-3N Thee Street, Walcha
CDC Number	Description	
18.2018.2	Erect a new two bay garage	57N Angle Street, Walcha

**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	76	10

**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

Submitted to Council: 30 May 2018

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



**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	1
	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	3	1
	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	1
	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
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.

Submitted to Council: 30 May 2018

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



Environmental Services Customer Requests April 2018	
Barking dogs	1
Dog attacks	1
Roaming dogs	2
Roaming stock	0
Other animal issues	1
Public buildings / amenities	0
Food premises	0
Overgrown land	0
Accumulation of waste	1
Environmental pollution	0
Illegal building works	0
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	18	0
Approved (under delegation)	26	18	0
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 30 April 2018 is provided.

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

Submitted to Council: 30 May 2018

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



**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 \$
<b>Jul</b>	0	0	0	0	0	0	\$0.00
<b>Aug</b>	1	0	0	0	0	0	\$55.00
<b>Sep</b>	0	0	1	0	0	1	\$23.00
<b>Oct</b>	1	1	0	0	0	0	\$256.00
<b>Nov</b>	2	0	0	0	0	0	\$110.00
<b>Dec</b>	1	0	0	0	0	3	\$55.00
<b>Jan</b>	0	0	1	0	0	0	\$23.00
<b>Feb</b>	3	2	0	0	0	0	\$567.00
<b>Mar</b>	2	2	0	0	0	0	\$512.00
<b>Apr</b>	0	0	1	0	0	0	\$23.00

Companion Animals Seizures 2017/2018						
	Seized	Surrendered	Released	Rehomed	Euthanased	Stolen/Escaped
<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

Submitted to Council: 30 May 2018

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



# COMMUNITY SERVICES

## 9.14 Walcha Council Community Care

April 2018

### Groups

#### Women’s Group and Wanderer’s Group

4 April 2018 – 28 clients from the Women’s Group and the Wanderer’s Group attended morning tea at the Community Day Centre Rooms. Walcha Council, Sewerage, Water and Waste Manager, Tess Dawson, came along to speak to the group about the importance of recycling. Tess provided tips and information on how to recycle effectively and how Walcha Waste Depot operates locally. The ladies were also fortunate to have Walcha Mayor, Eric Noakes, attend the morning. Eric spoke about current Council issues and all the wonderful projects happening in Walcha LGA.

18 April 2018 – 21 ladies attended the themed day “Laughter is the best Medicine” in the Community Day Centre Rooms. The day was lots of fun with organized activities to give everyone a good laugh.

#### Wanderer’s Group

11 April 2018 – 8 clients from the Wanderer’s Group attended the trip to Inverell where they visited the Inverell Transport Museum. The group really enjoyed looking at the displays in the museum and then lunch at the Inverell RSM Club.



Pat Lockwood enjoying the day



Kevin Davison and Elaine Bartholomew

Submitted to Council: 30 May 2018

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



Pat Lockwood, Mary Haines, Syreene Kitchener, Irene Bartholomew, Sandra Wallice, Lilly Chung, Elaine Bartholomew and Hope Strudwick



Pat Lockwood, Syreene Kitchener, Elaine Bartholomew and Lilly Chung



Lilly Chung, Pat Lockwood, Irene Bartholomew, Syreene Kitchener and Mary Haines

25 April 2018 – Wanderer’s group was cancelled due to the Anzac Day public holiday.

**Men’s Group**

10 April 2018 – 10 gentlemen attended morning tea in the Community Day Centre Rooms. Walcha Council, Sewerage, Water and Waste Manager, Tess Dawson, came along to speak to the group about the importance of recycling. Tess provided tips and information on how to recycle effectively and how Walcha Waste Depot operates locally. Walcha Mayor, Eric Noakes, also attended the morning. As with the Women’s Group visit, Eric spoke about current Council issues and all the wonderful projects happening in Walcha LGA.

Submitted to Council: 30 May 2018

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





Walcha Council, Tess Dawson, presenting the recycling information to the Men's Group

24 April 2018 – 13 gentlemen attended the day where the Men's Group met in the Community Day Centre for morning tea before heading out to visit the Walcha Waste Depot, also fondly known as the 'tip' or 'dump'. Over the past few years the 'dump' has evolved to meet modern waste management practices and is a very different facility to what it once was. The Group enjoyed the site visit and heard first hand from Council's staff, Tess and Frank, about the Walcha Waste Depot including what goes on at the Materials Recycling Facility (MRF), Waste Transfer Station (WTS) and Landfill. The Group proceeded into town where a barbeque lunch was held at the Walcha Lions Park.



Submitted to Council: 30 May 2018

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



**Transport**

Medical drives – 10 clients utilized the service with 22 trips during the month.

Access bus – 10 clients used the service making 57 trips during the month.

Bus to Tamworth – 6 clients used the service on 27 April 2018

Bus to Armidale numbers were as follows:

- ◆ 3 April 2018 – 5 clients
- ◆ 10 April 2018 – 7 clients
- ◆ 17 April 2018 – 8 clients
- ◆ 24 April 2018 – 5 clients

Taxi Vouchers – 14 clients used the Taxi Vouchers with Walcha Taxi Service and Walcha Community Transport with a total of 71 Taxi Vouchers returned.

**Meals on Wheels**

For the period of April there were 10 clients who received hot main meals with 2 of those clients also receiving frozen meals for the weekend. There were 4 clients who received frozen meals. The total number of meals for the month of April was:

- ◆ 133 Hot meals
- ◆ 65 frozen meals and
- ◆ 69 desserts.

**Rural and Remote Exercise Groups**

Nil to report for the Nowendoc exercise group for April 2018.

**NDIS**

Services are currently being provided to 7 NDIS participants.

**Feedback and Complaints**

Nil feedback to report for April 2018

**Meetings and Training**

12 April 2018 – Dementia Support Group meeting held in the Community Day Centre Rooms

23 April 2018 – Frontline and Volunteer training held in the Community Day Centre Rooms and facilitated by New England Sector Support Team. The topic for training was “Dealing with Difficult Situations”.

Cathy Noon  
Community Care Coordinator



**9.15 Library**

**April 2018**

Stats for April:

- ◆ Loans: 668
- ◆ Returns: 689
- ◆ Reservations placed: 35
- ◆ New members: 4
- ◆ Door count: 935
- ◆ Wi-fi use: 41
- ◆ Computer use: 96

The April school holiday program went off without a hitch. We started off with a DIY Candle, Lip Balm and Body Scrub workshop at Walcha Handmade with Rachael Wellings and Kimberlee Pascoe. This workshop was completely booked out with a couple of extras turning up on the day. All feedback was extremely positive from this workshop. Next was our second Walcha Handmade workshop. This was paper mache with Tonya Tucker, which was also completely booked out. Tonya said it was lots of fun and all the kids seemed to have enjoyed themselves.

Our next big activity was our ‘Youth Day Out’ which was a bus trip to Kootingal Laser Tag and Tamworth Youthie. We were lucky enough to receive some funding for Youth Week, which allowed us to provide such an exciting and free activity for the holidays. The day was jam packed, however an excellent bunch of kids attended and it was an absolute ball. The kids battled it out against other youth from Gunnedah and Moree, who also accompanied us to Tamworth Youthie for a fun afternoon of pool, drum beat workshops, play station and basketball.



A few of the boys at Kootingal Laser Tag

---

Submitted to Council: 30 May 2018

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



Next up was the Youth Trivia Night at Community Care. This was a fantastic night, both Cassie and myself had loads of fun with a great group of kids. We had around 6 rounds of trivia, a pizza dinner and not to mention lots of prizes. We hope to be able to offer a similar event in another holiday program!

Next was 'Makey Makey' musical artworks. This activity involved using a coding program called 'Scratch' in conjunction with the Makey Makey's. For those who are unfamiliar with Makey Makey's, they work just like a USB keyboard or mouse, sending keyboard and mouse signals to your computer. The kids had loads of fun exploring the coding world, using lots of different noises and actions.

Last but not least was a demonstration with Codey the Humanoid Robot. Codey belongs to Central Northern Regional Library (CNRL) and visits each library branch. Codey did dances, talked to the kids and even did Tai Chi. We are very lucky to have Codey visit us as he is a very expensive and time consuming piece of technology!



Mark and Emily Grayling with 'Codey'

Madison Garrad  
Library Coordinator/Youth Worker

Submitted to Council: 30 May 2018

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



**9.16 Preschool**

**March / April 2018**

During the middle of the term the children were busy making Easter gifts, bunny ears and bunny masks. On the last two days before the Easter break the children participated in an egg hunt. This is the most exciting time of Easter, the children are so excited to look for eggs and they were all great at finding one and not taking all that they found, this way all of the children had a chance to find an egg each and nobody missed out.



At the end of last term Preschool had a visit from Rainbow Eagle who did a puppet show. Rainbow Eagle's message to the children is about how to look after the earth and the animals. Rainbow Eagle encourages the children to become caretakers of the land by caring for animals, putting rubbish in the bin and spending time in nature. Rainbow Eagle uses his didgeridoo and amazing animal puppets to convey his message.



Submitted to Council: 30 May 2018

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



Walcha Preschool is currently participating in a lunchbox study with Hunter New England Health and the Good for Kids, Good for Life team. Last term they came to preschool to obtain permission from families who wanted to participate in the study, nearly all of the families have signed up. They then returned early Term 2 to collect data on the children’s lunchboxes by weighing, photographing and taking notes on each lunchbox and morning tea before and after the children ate. They will now send the families information about healthy eating before they return to repeat the data collection process to see if the education of the families has changed the contents of the children’s lunchboxes. They are hoping to get 400 participants across preschools in the Hunter New England Health Area and Walcha Preschool has provided them with 30 participants.

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.**



# Item 11:

# Delegate Reports

---

Submitted to Council: 30 May 2018

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



**BOARD MEETING MINUTES**

**DATE:** Thursday 3 May 2018, 9.30am to 10.24am

**VENUE:** Campbell Howard Room, UNE Centre Fitzroy Street Tamworth

MEMBERS		PRESENT	APOLOGY
Cr Jamie Chaffey (Chair) Eric Groth	Gunnedah Shire Council	✓	
		✓	
Cr John Coulton Max Eastcott	Gwydir Shire Council	✓	
		✓	
Cr Andrew Hope Ron Van Katwyk	Liverpool Plains Shire Council	✓	
		✓	
Cr Cathy Redding (Deputy Chair) Stewart Todd	Narrabri Shire Council		✓
			✓
Cr Col Murray Paul Bennett	Tamworth Regional Council		✓
			✓
Cr Mick Pearce Andrew Hopkins	Uralla Shire	✓	
			✓
Cr Eric Noakes Jack O'Hara	Walcha Council	✓	
		✓	

**BY INVITATION**

Rebel Thomson	Namoi Unlimited	✓	
Alison McGaffin	Director Department of Premier and Cabinet	✓	
Chris Presland	Director Policy and Sector Development OLG		✓

**1. PRESENT AND APOLOGIES**

RESOLUTION:	MOVED:	SECONDED:
2018/05-01	Liverpool Plains Shire Council	Uralla Shire Council
	THAT, the apologies are noted and accepted.	
	Endorsed	

**2. DECLARATION OF INTEREST**



In accordance with Council's Code of Meeting Practice and specifically Section 451 of the Local Government Act, 1993 declarations of interest are required by Councillors and designated staff attending the meeting. No declarations of Interest were received or noted.

**3. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

**3.1 Board Meeting held Thursday 5 April 2018**

RESOLUTION:	MOVED:	Liverpool Plains Shire Council	SECONDED:	Walcha Council
2018/05-02	THAT, minutes of the Board meeting held 5 April 2018 are resolved as an accurate record of the meeting.			
Amended				

**3.2 JOLT Meeting held Friday 20 April 2018**

RESOLUTION:	MOVED:	Liverpool Plains Shire Council	SECONDED:	Uralla Shire Council
2018/05-03	THAT, minutes of the JOLT meeting held 20 April 2018 were amended to note Max Eastcott was an apology and Paul Bennett undertook the role of the Chair and that the minutes are endorsed as an accurate record of the meeting.			
Amended				

**3.2.1 Summary of JOLT Recommendations**

RESOLUTION:	MOVED:	Liverpool Plains Shire Council	SECONDED:	Walcha Council
2018/05-04	THAT, the AICD is advised that the JO will not be conducting a course in 2018 but will reconsider the opportunity again in 2019.			
Endorsed				

RESOLUTION:	MOVED:	Liverpool Plains Shire Council	SECONDED:	Uralla Shire Council
2018/05-05	THAT, the progress against actions is noted.			
Endorsed				

RESOLUTION:	MOVED:	Walcha Council	SECONDED:	Liverpool Plains Shire Council
2018/05-06	THAT, the Board endorses the payment of this account on receipt of any invoice from Gwydir Shire Council for \$139,939.42.			
Endorsed				

<b>RESOLUTION:</b>	<b>MOVED:</b>	Liverpool Plains Shire Council	<b>SECONDED:</b>	Walcha Council
2018/05-07	<p>THAT, the JO adopts the financial policies and procedures of a member Council and delegates the administration (as per that policy and procedure) of its bank account and transactions to a member Council for a period of two years commencing 1 July 2018.</p> <p>THAT, the host Council for the finance and accounts be the Chair of the JOLT.</p> <p>THAT, the JO makes provision in its budget for an annual audit of its accounts.</p>			
Amended				

<b>RESOLUTION:</b>	<b>MOVED:</b>	Liverpool Plains Shire Council	<b>SECONDED:</b>	Uralla Shire Council
2018/05-08	<p>THAT, the Strategic Regional Priorities of Economic Development, Roads and Transport and Skills and Items 1, 2, 4, 5 and 8 (Infrastructure and Planning) are priorities for the JO to commence Strategic Planning, noting that education and training may flow across these items.</p>			
Endorsed				

<b>RESOLUTION:</b>	<b>MOVED:</b>	Walcha Council	<b>SECONDED:</b>	Liverpool Plains Shire Council
2018/05-09	<p>THAT, the Executive Officer's employment is transferred into the new entity.</p> <p>THAT, the General Managers review and adopt applicable HR policy and procedures for the JO at their next meeting.</p> <p>THAT, the ongoing employment of the Executive Officer is under the current terms, noting that the current job offer was for 3 years.</p> <p>THAT, the Board conducts a merit based selection process within the first twelve months of operation.</p> <p>THAT, the Chairman writes to the Minister (and local MPs) requesting an exemption from the requirement to conduct a merit based employment process for pilot JOs noting the potential financial risk to the organisation if a redundancy was applicable.</p>			
Amended				
<b>Commentary:</b>	<p>Cr Hope asked that it be noted that the organisation was only part way through their employment arrangements with the Executive Office, that the Executive Officer had been given a four year agreement and that the potential risk of a merit based selection process, if the Executive Officer is unsuccessful is 33 weeks salary.</p>			

**ACTION:**

Gwydir Shire Council to provide Cr Jamie Chaffey with a copy of the Executive Officer's letter of offer and employment.

<b>RESOLUTION:</b>	<b>MOVED:</b>	Liverpool Plains Shire Council	<b>SECONDED:</b>	Uralla Shire Council
2018/05-10	<p>THAT, the template questionnaire was amended, to add questions.</p> <p>THAT, the questionnaire is distributed to all members of working groups to be completed and returned to the Executive Officer.</p> <p>THAT, General Managers convene a meeting of working group members from all working groups that their Council is participating in to encourage staff to provide feedback on their function and effectiveness for future planning of activity.</p>			
Endorsed				

<b>RESOLUTION:</b>	<b>MOVED:</b>	Gwydir Shire Council	<b>SECONDED:</b>	Liverpool Plains Shire Council
2018/05-11	<p>THAT, membership fee is determined by the operational costs of the organisation being the Executive Officer and administration with added contributions for activity/projects.</p>			
Amended and Withdrawn				
<b>Commentary:</b>	<p>Members did not agree with the openness of this motion, believing it had the potential to bind Councils to membership fee increases without consultation.</p> <p>It is understood that a mechanism for setting membership fees needs to be articulated and advertised on the website however, the mechanism needs to be sustainable.</p>			

<b>RESOLUTION:</b>	<b>MOVED:</b>	Gwydir Shire Council	<b>SECONDED:</b>	Walcha Council
2018/05-12	<p>THAT, Non-voting membership is 50% of the membership fee plus contributions for activity and projects.</p>			
Endorsed				
<b>Commentary:</b>	<p>Cr Pearce asked that it be noted he would not be participating in this part of the meeting.</p>			

<b>RESOLUTION:</b>	<b>MOVED:</b>	Liverpool Plains Shire Council	<b>SECONDED:</b>	Walcha Council
2018/05-13	<p>THAT, the General Managers endorse the recommended solution for Blue Jeans and implementation within their Council.</p>			
Endorsed				

<b>RESOLUTION:</b>	<b>MOVED:</b>	Walcha Council	<b>SECONDED:</b>	Uralla Shire Council
2018/05-14	<p>THAT, the memorandum of understanding with the Ningbo Agricultural Bureau is endorsed as Namoi Unlimited with the omission of the word FREE in number 1 around promotional activities.</p>			
Amended				

<b>RESOLUTION:</b>	<b>MOVED:</b>	Gwydir Shire Council	<b>SECONDED:</b>	Liverpool Plains Shire Council
2018/05-15	<p>THAT, with consideration of the SWOT detailed in <b>ATTACHMENT C</b>, the Roads and Transport Working Group is endorsed to commence discussions with the RMS about the scope of the RMCC Pilot and a detailed Project Brief with the expectation that:</p> <ul style="list-style-type: none"> <li>▪ The areas of identified in the SWOT are provided to the RMS for their consideration and response</li> <li>▪ The scope of works develop into a MOU between the RMS and Namoi Unlimited</li> <li>▪ The RMS agrees in principle that savings and efficiencies identified as part of the pilot are invested into increased works under the RMCC.</li> <li>▪ The RMS provide support by way of a project officer to assist the Councils and the RMS to undertake the pilot</li> </ul>			
Endorsed				

<b>RESOLUTION:</b>	<b>MOVED:</b>	Liverpool Plains Shire Council	<b>SECONDED:</b>	Gwydir Shire Council
2018/05-16	<p>THAT, Hunter H20 is contracted to the Joint Organisation member Councils until June 2018.</p>			
Endorsed				

<b>RESOLUTION:</b>	<b>MOVED:</b>	Liverpool Plains Shire Council	<b>SECONDED:</b>	Walcha Council
2018/05-17	<p>THAT, NCCP nominate a date and attendance will be coordinated through the General Managers.</p>			
Endorsed				

**4. STRATEGIC REGIONAL PRIORITIES**

4.1 Namoi Unlimited Membership – **ATTACHMENT D**

A report was provided in the Business Paper and at ATTACHMENT D.

<b>RESOLUTION:</b>	<b>MOVED:</b>	Walcha Council	<b>SECONDED:</b>	Liverpool Plains Shire Council
2018/05-18	THAT, the basis of membership, non-voting membership and project non-voting membership is endorsed.			
Endorsed				
<b>Commentary:</b>	Cr Hope sought clarification that non-voting members can contribute at any level of the organisation but are not able to affirm decisions of groups by voting. Confirmed.			

**4.2 International Engagement Project, China**

<b>RESOLUTION:</b>	<b>MOVED:</b>	Walcha Council	<b>SECONDED:</b>	Liverpool Plains Shire Council
2018/05-19	THAT, the report from the International Engagement Working Group is noted.			
Endorsed				

**4.3 Advocacy – Letters of Support**

<b>RESOLUTION:</b>	<b>MOVED:</b>	Gwydir Shire Council	<b>SECONDED:</b>	Walcha Council
2018/05-20	<p>THAT, the process for completing letters of support and project endorsement of the Joint Organisation:</p> <ul style="list-style-type: none"> <li>• Letter of Support Where a member Council is applying for a grant program and seeks the support of the Joint Organisation, and that the project will address a Strategic Regional Priority or an Operational Priority identified by a working group, the Executive Officer can provide this letter of support.</li> <li>• Endorsement of the Joint Organisation Where a member Council is applying for a grant program, seeking support and or seeking a position of advocacy for their project, the Board must consider if the project will address a Strategic Regional Priority or an Operational Priority identified by a working group, or by any other reference, and endorse the project by way of resolution.</li> </ul>			
Endorsed				
<b>Commentary:</b>	Members expressed their support for each other in the provision of letters of support as needed.			

**6. GENERAL BUSINESS**

No further business was transacted.

The meeting closed at 10.24am.



**Item:** 11.2 **Ref:** WO/2017/01832  
**Title:** Delegates Report from NSW Public Libraries Association  
North East Zone Meeting held in Armidale Library on  
Thursday, 17 May 2018  
**Author:** Councillor Heazlett, Delegate  
**Previous Items:** Not Applicable  
**Attachment:**

Meeting was well attended with 8 Councillors present. One Council library was not represented. Clr Dallas Tout from Wagga Wagga as Chairman represented the NSWPLA.

North East Zone NSWPL Annual General Meeting elections were held and the executive was returned unopposed.

**NSWPLA Executive Report:**

Clr Dallas Tout gave a comprehensive power point presentation on three matters:

1. "A Strategic Plan" for NSW Libraries. This follows the same elements as our local Council plans.
2. Funding: The main idea was that the State Government to be asked for more money in the next State Budget. The State Library Council will put in a request for \$28m rising to \$42m over the next four years. Presently (\$24m). Local Government NSW and the Library Association are having monthly meetings. The plea was made to NOT ask for an increase of (\$1.84/capita) present allocation. Councils currently pay 93% and the State Government 7% of yearly library costs. It was felt that many Councils' would just absorb the money. (Not tested in debate). All Councils will be asked to help.
3. The "Switch" Conference in Coffs Harbour. Each Councillor in NSW will receive a personal invitation. Main day speakers not finalised. Please consider going for a day. Early registrations close early August.

**State Library Report:**

Advice and best practice/

After approaches from Australasian Performing Right Association (APRA) and Australasian Mechanical Copyright Owners Society (ADCOS) for the payment of licence fees for public access computers (in case customers play music on these computers), Legal advice was sought and it has been determined that individual listening is not a performance in public under the Copyright Act, therefore no fees need to be paid.

Assessment and Compliance Visits to Public Libraries 2016-2019 – this is now being extended to five years. Walcha has had ours.

Research:

Early Literacy Framework project has been developed, professional development and training materials for public library staff and is available on the State Library website.

Submitted to Council: 30 May 2018

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



Multicultural Library Services in NSW Public Libraries Research Project.

Adult Fiction stock quality health check:

This involved asking libraries did they hold 500 selected books. The strongest genres in public libraries were action/adventure, Australia, classics, crime and sagas. The genres more libraries struggled with were LGBTQTI (Lesbian Gay Bi Questioning Transgender & Intersex), gentle reads, horror, indigenous, science fiction, short stories and westerns.

People Places:

State Library is planning to update their plans to have architect designed plans available for Councils to use.

NSW.netState-wide Licensed Databases:

NSW.net has commenced negotiations for the 2018/19 suite of state-wide licensed databases.

Drug Info Hub:

Drug Info has developed the Drug Info Hub, a new interactive travelling display program for drug and alcohol information. This will not be available across the State. Hope we can get it here.

Be Connected:

A new digital literacy initiative for older Australians. Be Connected is a Federal Government initiative supporting digital literacy for people aged 50 and over. Funding grants of \$1500 called 'activation grants' are available to local organisations, including libraries, who provide digital literacy training to older people, as well as a range of online learning resources. More information at <https://www.beconnectednetwork.org.au/>

Walcha Council Library should apply for this as have been successful in the past.

Strategic Network Committee Update:

An aural report from Chris Jones and Gary Ellam was presented about where our libraries are: a decreasing emphasis on books; a greater interest in local content; increasing pressure to hold events; there is increasing social disruptions between people in libraries.

**NSWPLA – NEZ:**

Grants – our NEZPLA were very successful. They achieving nine out of eleven grants from the State Library grants out of a total of 33 worth \$4m across the State. CNRL got a grant to introduce RFID Technology for their book collection so that books will be scanned out and in by customers. Will save staff time as 15 books can be scanned at once.

Library News – at this meeting limited to 305 minutes.

A great variety of library activities across the region. Richmond Tweed Regional Library Agreement finalised – 46 years on.

---

Submitted to Council: 30 May 2018

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



General Business:

No motions for the NSWPLA Annual General Meeting.

Motion to investigate providing a baby pack for all new mothers in NSW.

At the end of the Meeting, Armidale’s librarian showed us Armidale’s new library. The administrator bought the Retravision shop (amounts never made public but approx. \$2.4m to buy: remodelling and fit out a further \$1.1m (building the Messene floor a big impost); total \$3.5m). It is huge but meets State Government area/population guidelines (but over done). It has a large DVD collections. Not many using the book section, but internet booths fully used. My observation - parking is inadequate. The library is about to take over the Guyra Library. They do all their own purchasing/ processing.

**NEXT MEETING** - 20 September 20 2018 at Coffs Harbour (pre-conference to prepare for State Library conference).

---

Submitted to Council: 30 May 2018

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