



BUSINESS PAPER  
ORDINARY MEETING OF COUNCIL

To be held on

Wednesday, 24 February 2021

Commencing at

**3:00pm**

at

Walcha Council Chambers

Members:

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

Quorum – 5 Members to be Present

AGENDA

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Submitted to Council: 24 February 2021

..... 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, 24 February 2021** commencing at **3:00pm**.

Yours sincerely

Anne Moddero  
General Manager

### **NOTICE:**

The Ordinary, Extra Ordinary and Committee open meetings of Council will be audio recorded for community transparency and minute taking purposes. The audio recording of all Ordinary and Extra-Ordinary Meetings of Council will be uploaded to Council's website.

### **INDEX**

1. Leave of Absence
2. Confirmation of Previous Minutes
  - 2.1 Minutes of the Extra Ordinary Meeting held on Wednesday, 27 January 2021 at Walcha Council Chambers. WO/2021/00255
  - 2.2 Minutes of the Ordinary Meeting held on Friday, 29 January 2021 at Walcha Council Chambers. WO/2021/00287
3. Business Arising
4. Declarations of Interest
5. Mayoral Minute
6. Senior Officers' Reports
  - 6.1 Quarterly Review of Operational Plan & Budget as at December 2020 WO/2021/00561
  - 6.2 Request for Financial Assistance – Walcha Swap Meet and Flea Market WO/2021/00522
7. Notice of Motion
8. Matters of Urgency  
(Resolution to admit matters of urgency before being further considered by Council).
9. Management Review Reports
  - 9.1 Office of the General Manager WO/2021/00579
  - 9.2 Infrastructure WO/2021/00408
  - 9.3 Development & Environmental - Not submitted due to Staff on leave
  - 9.4 Community & Tourism WO/2021/00535



10. Committee Reports

- 10.1 Minutes of the Walcha Council Aboriginal Advisory Committee Meeting held at the Council Chambers on Wednesday, 03 February 2021 WO/2021/00366
- 10.2 Minutes of the Walcha Council Tourism Advisory Committee Meeting held at the Walcha Library on Friday, 12 February 2021. WO/2021/00517
- 10.3 Minutes of the Walcha Council Community Care Meeting held at the Community Care Centre on Wednesday, 17 February 2021 WO/2021/00588

11. Delegate Reports

- 11.1 Minutes of the Walcha Community Consultative Committee Meeting held at the Council Chambers on Wednesday, 12 February 2021 WI/2021/02200

12. Questions with Notice

Nil.

13. Reports to be Considered in Closed Council

- 13A Referral to Closed Council – Request for Discount on Waste Depot Fees  
WO/2021/00582
- 13B Referral to Closed Council – Evaluation of Tenders for Truck Wash Bay Facility  
AND Delegation to General Manager to Sign MOU with Local Land Services  
Re: Moona Winterbourne Linear Barrier Fence WO/2021/00583

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

- 13.1 Request for Discount on Waste Depot Fees WINT/2021/01846
- 13.2 Tender for Walcha Truck Wash Bay Facility WO/2021/00568
- 13.3 Delegation to General Manger to Sign Memorandum of Understanding with Local Land Services Re: Moona Winterbourne Linear Barrier Fence  
WINT/2021/01938

Resolution to move into Open Council.

The Mayor publicly declares the Closed Council Meeting Resolution/s.



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**Present:**

**Leave of Absence:**

**Confirmation of the Extra Ordinary Meeting Minutes held on Wednesday, 27 January 2021:**

**Confirmation of the Ordinary Meeting Minutes held on Friday, 29 January 2021:**

**Matters arising from the Minutes of the Extra Ordinary Meeting held on Wednesday, 27 January 2021:**

**Matters arising from the Minutes of the Ordinary Meeting held on Friday, 29 January 2021:**



# Item 2: Previous Minutes



## EXTRA ORDINARY MEETING OF COUNCIL

held on

Wednesday, 27 January 2021

at

8:45am

at

Walcha Council Chambers

The Audio Recording Statement was read by Mayor Noakes.

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

**IN ATTENDANCE:** Mrs AD Moddermo – General Manager and Mrs EL Hobbs – Executive Assistant.

### **1. LEAVE OF ABSENCE:**

158 **RESOLVED** on the Motion of Councillors Heazlett and Ferrier that the Leave of Absences received from Clr Lyon, due to personal commitments, and Clr Kealey, due to personal commitments, be **ACCEPTED**.

MINUTES

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This is page 1 of 2 of Extra Ordinary Council Meeting Minutes held 27 January 2021

.....General Manager .....Mayor  
**December 2019 Council Meeting Business Paper Page 6 of 83**



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**2. SENIOR OFFICERS REPORT**

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

**2.1 Bushfire Local Economic Recovery Fund (BLERF) Applications 2021**  
**WO/2021/00233**

160 **RESOLVED** on the Motion of Councillors Wellings and Ferrier that Council **APPROVE** the following projects to be submitted under the Bushfire Local Economic Recovery Fund:

1. Lions Park Upgrade; and
2. Skate Park Redevelopment.

**THERE BEING NO FURTHER BUSINESS THE CHAIRMAN DECLARED THE MEETING CLOSED AT 08:48AM.**





## ORDINARY MEETING OF COUNCIL

held on

Friday, 29 January 2021

at

10:00am

at

Walcha Council Chambers

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

**IN ATTENDANCE:** Mrs AD Modderno – General Manager, Mr PR Murray – Director Infrastructure and Mrs EL Hobbs – Executive Assistant.

**1. LEAVE OF ABSENCE:**

Nil.

MINUTES





**2. CONFIRMATION OF THE ORDINARY MEETING MINUTES HELD ON WEDNESDAY, 16 DECEMBER 2021:**

161 **RESOLVED** on the Motion of Councillors Ferrier and Wellings that the Minutes of the Ordinary Meeting held on Wednesday, 16 December 2020, copies of which have been distributed to all members, be taken as read and confirmed a **TRUE** record.

**3. BUSINESS ARISING**

***Item 6.3 – Formation of Walcha Council Community Gym Committee Under Section 355***

Clr Kealey asked whether the Fees should be included in the Amendment that was moved and lost – but the detail of the fees are not articulated in the minutes.

***Item 7.1 – Notice of Motion No.: 21 – Available Residential & Industrial Land – Clr Noakes***

Clr Healzett asked for an update on this item and was advised that a new Monthly report will be on Status of Resolutions and this will reflect the steps involved in each resolution as well as the status of them.

**4. DECLARATIONS OF INTEREST**

***Item 13.2 – Walcha Community Gym Advisory Committee Membership***

Clr Blomfield declared a pecuniary interest in this matter due to the fact that his cousin was an applicant to be a community member of this committee.

**5. MAYORAL MINUTE**

Nil.

**6. SENIOR OFFICERS REPORT**

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

***6.1 2019 – 2020 Financial Statements Presentation by Auditor***

**WO/2021/00244**

The Auditor, Chris Harper, presented his report.

***6.2 Request for Funding Walcha Show 2021 through Bushfire Community Recovery & Resilience Fund Phase 2 Stream 1***

**WO/2020/04698**

163 **RESOLVED** on the Motion of Councillors Kealey and Lyon that Council **APPROVE** \$20,000 of the community led project portion of the Bushfire Community Recovery and Resilience Fund Phase 2 Stream 1 to be allocated to the



2021 Walcha Show Society as per the application received and previous consent received by electronic mail.

**6.3 Review of Applications for Bushfire Community Recovery & Resilience Fund Phase 2 Stream 1 Community Projects Funding WO/2020/04113**

**Suspend Standing Orders:**

164 **RESOLVED** on the Motion of Councillors Lyon and Wellings that Council Suspend Standing Orders to discuss the applications.

**Resume Standing Orders:**

165 **RESOLVED** on the Motion of Councillors Ferrier and Kealey that Council Resume Standing Orders.

***Yarrowitch Public Hall & Recreation Reserve Land Manager***

166 **RESOLVED** on the Motion of Councillors Kealey and Ferrier that Council **APPROVE** the grant funding application from Yarrowitch Hall Land Managers.

***Woolbrook Stampede Committee***

167 **RESOLVED** on the Motion of Councillors Kealey and Wellings that Council **APPROVE** the grant funding application from Woolbrook Stampede Committee.

***Walcha Youth Group***

168 **RESOLVED** on the Motion of Councillors Welling and Heazlett that Council **APPROVE** the grant funding application from Walcha Youth Group.

***High Country Long Lunch – St Patricks School***

It was **MOVED** Clr Kealey **Seconded** Clr Heazlett that Council **APPROVE** the grant funding application from High Country Long Lunch – St Patrick School.

An **Amendment** was **MOVED** Clr Lyon **Seconded** Clr Wellings that Council decline the application and ask for it to go back to be more detailed to see what the \$18,000 is funded for and also more detail on the ticket funding.

Clr Kealey spoke against the **Amendment**.

The **Amendment** was put to the **VOTE** and **LOST**.

169 The **Original Motion** became the Substantive Motion and was put to the **VOTE** and **CARRIED**.

***Round 2 Community Grant Funding***

170 **RESOLVED** on the Motion of Councillors Kealey and Kermode that Council **APPROVE** a further Round 2 of Community Grant Funding to be opened for other



Walcha Committees and Groups to apply for the remaining funds of \$17,920 by the end of March 2021 and close by end of May 2021.

**6.4 2019 – 2020 Annual Report for Notation**

**WO/2021/00239**

171 **RESOLVED** on the Motion of Councillors Kermode and Heazlett that Council **NOTE** the Report.

**6.5 Status of Council Resolutions – New monthly Report**

**WO/2021/00240**

172 **RESOLVED** on the Motion of Councillors Kermode and Kealey that Council **NOTE** the Report.

**7. NOTICE OF MOTION**

Nil

**8. MATTER OF URGENCY**

173 **RESOLVED** on the Motion of Councillors Mayor Noakes that an **URGENT** Personnel Matter be discussed as it is time sensitive as a Matter of Urgency.

174 **RESOLVED** on the Motion of Councillors Kealey and Kermode that Matters of Urgency be moved to the End of the Meeting and considered in Closed Council.

**9. MANAGEMENT REVIEW REPORTS**

Nil.

**10. COMMITTEE REPORTS**

Nil.

**11. DELEGATE REPORTS**

**11.1 Minutes of the Namoi Unlimited Board Meeting held at Walcha Council on Tuesday, 08 December 2020.** **WI/2020/18681**

**12. QUESTIONS WITH NOTICE**

Nil.



### **13. CLOSED COUNCIL**

#### **13A Referral to Closed Council for:**

- 1. Recruitment Activities**
- 2. Walcha Community Gym Advisory Committee Membership; and**
- 3. Request to Waive Rural Waste Management Fee**
- 4. Matters of Urgency – Discussion of Personnel Matter – Kealey and Wellings**

175 **RESOLVED** on the Motion of Councillors Kealey and Wellings that, in accordance with the provisions of Section 10 of the Local Government Act, 1993, the matters of:

1. Recruitment Activities;
2. Walcha Community Gym Advisory Committee Membership;
3. Request to Waive Rural Waste Management Fee; and
4. Matter of Urgency – Discussion of Personnel Matter

BE referred to be discussed in Closed Council and close the meeting to the public for the reason that the report relates to personnel matters concerning particular individuals (other than Councillors).

176 **RESOLVED** on the Motion of Councillors Kealey and Kermode that Council resolve into Closed Council and that the press and public be excluded from the entire proceedings of the Meeting of the Closed Council for the reason that the reports relate to personnel matters concerning particular individuals (other than Councillors).

177 The Meeting resumed in **OPEN** Council on the Motion of Councillors Kealey and Heazlett.

**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.

The Mayor publicly declared the **RESOLUTIONS** passed by the Council whilst in Closed Council Meeting.

#### **13.1 Recruitment Activities**

**WINT/2021/00111**

CC: 31/20202021: **RESOLVED** on the Motion of Councillors Wellings and Lyon that Council **NOTE** the Report.

#### **13.2 Walcha Community Gym Committee Membership**

**WINT/2020/07908**

Clr Blomfield declared and interest and left the Chambers.

CC: 32/20202021: **RESOLVED** on the Motion of Councillors Kealey and Ferrier that Council elect the following as Community Members of the Walcha Community Gym Advisory Committee:



1. *Janessa Sherrin*
2. *Jaimie Fenwicke*
3. *Penny King*
4. *Sally Rutherford*
5. *Dave Healey*
6. *Ruth Fletcher*

*Clr Blomfield returned to the Chambers and was advised by the Chairperson of the Resolution.*

**13.3 Request to Waive Rural Waste Management Fee** **WINT/2021/00105**  
CC: 33/20202021: **RESOLVED** on the Motion of Councillors Lyon and Ferrier that Council reject the request to waive the Rural Waste Management Fee.

**13.4 Matters of Urgency – Discussion of Personnel Matter – General Manager**  
CC: 34/20202021: **RESOLVED** on the Motion of Councillors Noakes and Kealey that Council **ADOPT** the Report as presented.

**THERE BEING NO FURTHER BUSINESS THE CHAIRMAN DECLARED THE MEETING CLOSED AT 12:30PM.**

DRAFT



Item 3:  
Business  
Arising from  
Previous  
Minutes





# Item 4:

# Declarations of Interest





# Item 5: Mayoral Minute



There was no Mayoral Minute available for  
February 2021 at time of print.



# Item 6:

# Senior Officers' Reports



**Item:** 6.1 **Ref:** WO/2021/00561  
**Title:** Quarterly Review of Operational Plan & Budget as at December 2020  
**Author:** General Manager  
**Previous Items:** Not Applicable  
**Attachment:** Quarterly Budget Review Statements – under separate cover

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

### December 2020 Quarter Budget Review

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

#### General Fund

The amended 2020-2021 budget predicted an Operating Surplus of \$10,985,862 and an overall Cash Surplus of \$142,091. After current quarter budget adjustments the result is now predicted to be an Operating Surplus of \$11,735,462 (including Capital Funding) and an overall Cash Deficit of \$207,790.

Current and forecast expenditure continues to be reviewed to identify strategies and options to return the projected overall cash position to surplus.

Attachments provide QBR financial detail with variances summarised below.

Budget variations impacting Working Funds are as follows:

| Income Item                                     | Variance<br>\$ | Explanation   |
|---|----------------|---|
| StateCover Safety, Health & Wellbeing incentive | 17,700         | Incentive payment. Not offset                               |
| Town Planning Office Revenue                    | 6,000          | Town Planning Statutory Fees up and were over previous year |
| Building Control                                | 3,000          | Building Control User Fees up and were over previous year   |
| Swimming Pool Revenue                           | 1,000          | BCRRF Grant funding > than budget for pool entry charges    |
| Bridges Unsealed Revenue                        | 17,200         | Niangala Rd Bridge 19/20 Final Payment                      |
| Aerodrome Revenue                               | 3,000          | RAF payments greater than last year                         |
| Truck Wash Bay Revenue                          | -15,000        | Project incomplete and not operational 20/21                |
| Private Works                                   | 180,200        | Bushfire Response Works 19/20 payment                       |
| Investment interest                             | -135,000       | Average interest rate now 0.4%                              |
| FAG - Gen Purpose                               | 32,900         | Grants Commission advice received                           |
| FAG - Local Roads                               | -9,400         | Grants Commission advice received                           |
| Other Waste Management Revenue                  | 9,100          | Final Payment Woolbrook Transfer Station Exp in 19/20       |
|   | 110,700        |   |



| Expenditure Item                    | Variance<br>\$ | Explanation   |
|-------------------------------------|----------------|---|
| <b>Administration operations</b>    | <b>30,000</b>  | <b>New GM recruitment</b>   |
|                                     | <b>12,000</b>  | <b>Engineering Office X's 72% spent</b>   |
| <b>Health Administration</b>        | <b>-50,000</b> | <b>Salaries. Underspent 19/20 as well. Refer also Town Planning &amp; Building Control</b>  |
|                                     | <b>20,000</b>  | <b>Youth Strategy/ Council Facilities Development Exp. - Funding received previous year</b> |
| <b>Town Planning administration</b> | <b>25,000</b>  | <b>Salaries currently at 82%. Refer also Health</b>   |
| <b>Swimming Pool Expenses</b>       | <b>52,400</b>  | <b>Increased operating costs</b>  |
| <b>Other Recreation Expenses</b>    | <b>10,000</b>  | <b>Operations &amp; Maint. 90% spent to date</b>  |
| <b>Building Control</b>             | <b>10,000</b>  | <b>Salaries currently at 75%. Refer also Health</b>   |
| <b>Aerodrome Operations</b>         | <b>9,000</b>   | <b>Materials &amp; Stores overspent last year as well</b>                                   |
| <b>Works Depot Expenses</b>         | <b>12,000</b>  | <b>Wages over to date. Overall X's were well overspent 19/20</b>                            |
| <b>Tourist Office operations</b>    | <b>22,000</b>  | <b>Salaries currently at 72%. Overall was well overspent last year</b>                      |
| <b>Tourism Development Expenses</b> | <b>4,000</b>   | <b>Council Cont. to NEHC Soundtrails project</b>  |
| <b>Cemetery Works</b>               | <b>20,000</b>  | <b>Additional Niche Gardens and Beams - Walcha Cemetery</b>                                 |
|                                     | <b>176,400</b> |   |
| <b>Working Funds Result</b>         | <b>-65,700</b> |   |

Budget variations with offsets are as follows:

*Operating*

| Inc/Exp | Budget Item   | Variance | Explanation                                       |
|---------|---|----------|---|
| Exp.    | COVID safe Australia Day  | 300      | Funded - NADC                                     |
| Exp.    | Youth Strategy  | 2,000    | Funded - NADC                                     |
| Exp.    | Council Facilities Projects Development                         | 14,000   | Funded - NADC                                     |
| Income  | Australia Day Funding   | 16,300   | National Australia Day Council - COVID safe event |
| Exp.    | State Roads Maint. Exp  | 675,000  | WO 5235 Hartford Rd rehab. Revenue offset below   |
| Income  | State Roads Revenue   | 675,000  | Hartford Rd Rehab. Offset Expend. Above           |
| Exp.    | Resilience NSW - BCRRF Stream 1                                 | 2,000    | Refer Revenue offset below                        |
| Exp.    |   | 25,000   | Refer Revenue offset below                        |
| Exp.    |   | 193,000  | Refer Revenue offset below                        |
| Income  | Swimming Pool User Revenue                                      | -29,000  | Free Entry to Pool refer funding from BCRRF       |
| Income  | Swimming Pool Grant Revenue                                     | 30,000   | Free Entry to Pool refer funding from BCRRF       |
| Income  | Resilience NSW - BCRRF Stream 1 - Bushfire Community Recovery & |          |   |
| Income  | Resilience Fund   | 220,000  | Refer Expenditure above                           |



|         |                              |         |  |
|---------|------------------------------|---------|--|
| Exp.    | Tourism Development Expenses | 234,700 | NEHC Soundtrails project (Council Cont. \$4k)<br>Offset revenue below  |
| Income  | Tourism development Revenue  | 230,700 | Bushfire Recovery funding - NEHC Soundtrails.<br>Offset Expend. above. |
| Exp.    | Administration operations    | 100,000 | Administration Staff - Sick Leave. Also over<br>19/20                  |
| Exp.    |                              | 10,000  | Administration Staff - Long Service Leave. \$7k<br>over to date        |
| Reserve | ELE Reserve                  | 110,000 | Transfer from Reserve  |

**Capital**

| Inc/Exp | Budget Item   | Variance<br>\$ | Explanation   |
|---------|---|----------------|---|
| Income  | Swimming Pool capital revenue                             | -360,000       | LCRI adj  |
| Income  | Urban Roads Local capital revenue                         | 205,000        | LCRI adj  |
| Income  | Unsealed Rural Roads Capital revenue                      | 155,000        | LCRI adj  |
| Exp.    | Swimming Pool Capital works                               | -39,000        | Walcha Pool Fencing Upgrade LCRI adj  |
| Exp.    |   | -96,000        | Walcha Pool Storage Improvements LCRI adj   |
| Exp.    |   | -120,000       | Walcha Pool Solar Heating LCRI adj  |
| Exp.    |   | -105,000       | Walcha Pool Balance Tank LCRI adj   |
| Exp.    | Urban Roads Capital Works                                 | 200,000        | Resealing LCRI adj  |
| Exp.    |   | 20,000         | Preschool rd upgrade LCRI adj   |
| Exp.    |   | 25,000         | Lions Park Footpath upgrade LCRI adj  |
| Exp.    |   | -40,000        | Pedestrian Access Levee Bank Underpass<br>LCRI adj                                      |
| Exp.    | Unsealed Rural Roads local capital works                  | 155,000        | Gravel Resheeting LCRI adj  |
| Exp.    | Truck Wash Bay  | 202,000        | Tender variation. Offset by Round 2 LRCI<br>funding (below). Refer report Dir. Infrast. |
| Income  | Truck Wash Bay Capital Revenue                            | 202,000        | Part LCRI Round 2 funding. Offset expend.<br>above                                      |
| Exp.    | Urban Roads Capital Works - Heavy<br>Patching             | -10,000        | R2R works Expend. reviewed. Refer revenue<br>offset below                               |
| Exp.    | Urban Roads Capital Works - Reseals                       | -75,000        | R2R works Expend. reviewed. Refer revenue<br>offset below                               |
| Exp.    | Urban Roads Capital Works - K&G<br>Extensions             | -100,000       | R2R works Expend. reviewed. Refer revenue<br>offset below                               |
| Exp.    | Sealed Local Roads Capital Works -<br>Culvert Renewals    | -15,000        | R2R works Expend. reviewed. Refer revenue<br>offset below                               |
| Exp.    | Sealed Local Roads Capital Works -<br>Heavy Patching      | -100,000       | R2R works Expend. reviewed. Refer revenue<br>offset below                               |
| Exp.    | Sealed Local Roads Capital Works -<br>Reseals             | -119,300       | R2R works Expend. reviewed. Refer revenue<br>offset below                               |
| Exp.    | Sealed Local Roads Capital Works - Road<br>Rehabilitation | 73,100         | R2R works Expend. reviewed. Refer revenue<br>offset below                               |



|         |   |           |  |
|---------|---|-----------|--|
| Exp.    | Unsealed Local Roads Capital Works - Culvert Renewals | -17,700   | R2R works Expend. reviewed. Refer revenue offset below               |
| Income  | Bridges Sealed Capital Revenue                        | 234,000   | Previously Council funding now R2R - T/F to Infrastructure Reserve   |
| Income  | Bridges Unsealed Capital Revenue                      | 863,200   | Previously Council funding now R2R - T/F to Infrastructure Reserve   |
| Income  | Urban Roads Local capital revenue                     | -185,000  | R2R works reviewed. Offset expend. above                             |
| Income  | Sealed Rural Roads Local capital revenue              | -161,200  | R2R works reviewed. Offset expend. above                             |
| Income  | Unsealed Rural Roads Local capital revenue            | -17,700   | R2R works reviewed. Offset expend. above                             |
| Reserve | Infrastructure Replacement Reserve                    | 1,097,200 | Transfer from Reserve  |
| Exp.    | Land Development                                      | 30,000    | Research availability of Residential/Industrial land. Cnl Resolution |
| Reserve | Project Development Reserve                           | 30,000    | Transfer from Reserve  |
| Exp.    | Preschool Building - install air conditioner          | 10,000    | DET Bushfire Relief Funding - external restriction \$10,000          |
| Reserve | Pre-school - DET Bushfire Relief                      | 10,000    | Transfer from DET Bushfire Relief Funding restriction                |
| Exp.    | Community Facilities                                  | 15,000    | Scope Library Facility - internal Restriction                        |
| Reserve | Project Development Reserve                           | 15,000    | Transfer from reserve  |

### **Water Fund**

The amended 2020-21 budget predicted an Operating Surplus of \$1,335,971 with an overall cash surplus of \$120,186. There is no change to the September result.

### **Sewer Fund**

The amended 2020-21 budget predicted an Operating Surplus of \$78,341 and an overall cash Surplus of \$88,667. There is no change to the September result.

### **RECOMMENDATION: That Council**

- 1. ADOPT the December 2020 Quarterly Budget Review Statements; and**
- 2. APPROVE the variations in Income and Expenditure votes as detailed in this report.**





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**Item:** 6.2 **Ref:** WO/2020/00522  
**Title:** Request for Event Seed Funding – Walcha Swap Meet and Flea Market  
**Author:** Director Community and Tourism  
**Previous Items:** Not Applicable  
**Attachment:** Request for Financial Assistance for Walcha Swap Meet and Flea Market WI/21/2262

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***Community Strategic Plan Reference:***

***Goal 5.2:*** *The existing strong community spirit and pride will be protected and promoted..*

***Strategy 5.2.1:*** *Support and promote participation in community events*

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**Purpose:**

To assist with the establishment of the Walcha Swap Meet and Flea Market. This is proposed to be an annual event. The purpose of this report is to request financial support for event costs not eligible using available grant funding programs.

**Background:**

In January 2021, Council was approached to support an application to the Summer Fund – Festival of Place funding round, for a Walcha Swap Meet and Flea Market. This proposal was discussed informally with Councillors on 11 January 2021 and given initial support. However, the funding program does not cover all associated costs of the event.

**Report:**

Council was notified on Friday, 29 January 2021 that the funding application for this event was successful. The funding is designed for free activations or events that enliven local public spaces from summer until 18 April 2021.

The objectives of the program are to:

- Support community wellbeing by giving people opportunities to safely return to public spaces.
- Enliven public spaces in high streets within local centres through small-scale activations or events contributing to The Festival of Place.
- Boost foot traffic and dwell time in local centres during the day and night to help revitalise the local economy.
- Support engagement or employment of creative workers, food and beverage operators and producers.

The event concept is as follows:



*The 1<sup>st</sup> Annual Walcha Swap Meet & Flea Market will bring the local community and surrounding areas together to trade and sell second-hand objects and interesting wares during these difficult times.*

*The event will be held in main business district of Walcha, incorporating McHattan Park and two adjoining streets as one large space to give maximum exposure and to ensure enough room for social distancing. With live music to keep the shoppers entertained, food vendors to feed the masses and kid's activities in the playground, Walcha will offer a unique setting for a fun event whilst maintaining a covid-safe environment.*

The event promoters are happy to organise and run the event with little input from Council and are willing to be on board as Council volunteers if required. Council staff will assist with the application preparation, advertising and COVID Safe Plan etc. Council staff time will not be eligible for reimbursement and this cost would be viewed as an "in-kind" contribution.

The organisers request the amount of \$3,305 to cover the costs that are ineligible for the grant funding.

Policy Implications:

There are no separate policy implications arising from this report.

Legal Implications:

**Statewide temporary use of council land**

The department has amended the [State Environmental Planning Policy \(Exempt and Complying Development Codes\) 2008](#) (Codes SEPP) to include an exempt development provision for temporary outdoor community events. The amendment will allow the use of Council land for outdoor community events and associated temporary structures, such as stages or tents, from 21 December 2020 until 18 April 2021.

This means that councils who wish to hold events will not need to prepare a Development Application but will assess and manage the outdoor community events against their internal policies (e.g. events or public arts policy) and any approval process required under other legislation.

This amendment assists councils that may not have temporary use measures in their Local Environmental Plans by providing an Exempt Development pathway to use their land to support local communities and businesses.

The temporary measure aligns with the [NSW Government's Summer Fund](#) to help councils provide free events, activities or experiences to enliven local public spaces this summer.



Financial Implications:

The total estimated cost of the event is currently approximately \$12,660. There is an estimated up to \$3,305 of costs that are not eligible under the grant, that are requested from Council.

The current internal restriction of \$20,000 for tourism / event seed funding is available for Council to allocate funds from to this project.

Environmental Implications:

There are no environmental implications arising from this report.

Social Implications:

This event brings another event to our Community and will also attract visitors during normal business operating hours.

**RECOMMENDATION:** That Council APPROVE the use of up to \$3,305 for the Walcha Swap Meet and Flea Market, to cover costs that are not eligible under the Summer Fund – Festival of Place funding guidelines.

Walcha Flea Market & Swap Meet  
29W Walsh Street  
Walcha, NSW 2354  
Contact: Adam Iuston

To:  
Walcha Council  
2 Hamilton Street,  
Walcha, NSW 2354

Date: 16 February, 2021

Re: Walcha Flea Market & Swap Meet – Formal Council Assistance Request

Dear Councilors,

We are writing to seek your approval and council's assistance for a new event in Walcha, being the 1<sup>st</sup> Annual Walcha Flea Market & Swap Meet.

Flea Markets & Swap Meetings are a great way to engage the community and surrounding areas by giving people the opportunity to sell and swap old wares. Following is the description sent to the NSW government that helped secure the funding for this event.

*The 1<sup>st</sup> Annual Walcha Swap Meet & Flea Market will bring the local community and surrounding areas together to trade and sell second-hand objects and interesting wares during these difficult times.*

*The event will be held in the main business district of Walcha, incorporating McHatten Park and two adjoining streets as one large space to give maximum exposure and to ensure enough room for social distancing. With live music to keep the shoppers entertained, food vendors to feed the masses and kid's activities in the playground, Walcha will offer a unique setting for a fun event whilst maintaining a covid-safe environment.*

*Event Date: Saturday, 10<sup>th</sup> April 2021, 7am to 2pm*

As stated above, the inaugural event will be held in and around McHatten Park, with the use of the adjoining parts of South and Walsh Streets. If this event is successful we would be looking to move the event to the Walcha Showground for future years (subject to availability) but it is a stipulation of the funding we have been approved for that this event takes place in the main centre of Walcha for 2021.

The funding for the event is primarily from the NSW Government's 'The Festival of Place – Summer Fund' high street activation program, and has been approved, but there are certain parts of the event that cannot be funded with this program money, being primarily marketing.

Following is the costing for the event :

### 1st Annual Walcha Flea Market & Swap Meet Costing

#### Expenditure (That can be paid for by the Summer Fund)

|   |                |
|---|----------------|
| Entertainment - Pale Ailments (full band) | \$1,595        |
| PA, Staging & Backline                    | \$1,800        |
| Event Management                          | \$3,600        |
| Covid Marshalls                           | \$660          |
| PL insurance                              | \$550          |
| <b>Summer Fund Contribution</b>           | <b>\$8,205</b> |

#### Expenditure (That can't be paid for by the Summer Fund)

|                             |                |
|-----------------------------|----------------|
| Advertising                 | \$575          |
| Signage                     | \$600          |
| Social Media Manager        | \$300          |
| Web Site                    | \$330          |
| <b>Council Contribution</b> | <b>\$1,805</b> |

#### Other (That can be charged back to the Summer Fund)

|  |                |
|--|----------------|
| Council (waste, road closures, tourism help) | \$1,000        |
| Misc.  | \$500          |
| <b>Council Contribution</b>                  | <b>\$1,500</b> |

---

|                                   |                |
|-----------------------------------|----------------|
| <b>Total Council Contribution</b> | <b>\$3,305</b> |
|-----------------------------------|----------------|

|  |                 |
|--|-----------------|
| <b>Total Expenditure @ 8 Feb, 2021</b> | <b>\$11,510</b> |
|--|-----------------|

|                        |         |
|------------------------|---------|
| <b>Contingency 10%</b> | \$1,151 |
|------------------------|---------|

|                                  |          |
|----------------------------------|----------|
| Maximum Summer Fund Contribution | \$10,000 |
|----------------------------------|----------|

|  |         |
|--|---------|
| Maximum Council Liability, Including Contingency<br>(assuming 100% of the Summer Fund Grant is used) | \$2,661 |
|--|---------|

As is demonstrated in the above table, we are seeking a total contribution from council of \$3,305 for the event, but that number could be lower depending on how the funding is used.

As time is of the essence and the marketing window is getting narrower every day, we ask that councilors please consider this request as soon as possible so we can begin the marketing campaign.

Best Regards,

Adam Iuston  
Erika Syrjanen  
Brad Keable



# Item 7:

# Notice of Motions



There are no Notice of Motions for  
February 2021





# Item 8:

# Matters of Urgency



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# Item 9: Management Review Reports



## 9.1 OFFICE OF THE GENERAL MANAGER

Ref: WO/2021/00579

Responsible Executive: General Manager

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*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 and encouraging active participation at all levels.*

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### 1. COVID-19 RESPONSE

#### 1.1 Summary of Impacts

All Council services have now returned to service with COVID safe measures in place, excluding private works. Strategies to recommence this are currently being explored.

Staff continue to monitor State Government Advice relating to COVID-19 controls and mitigation measures. The State Government announced a set of relaxed restrictions effective Monday, 07 December 2020 which have been reviewed and implemented by staff as appropriate. The most significant change is a reduction in the social distancing requirement to one person every two square metres for council activities, and implemented Service NSW “Check In” for any visitors staying more than 15 minutes in any council premises.

A complete and up to date list of Council services is available on Council’s website at: <https://www.walcha.nsw.gov.au/news/coronavirus-covid-19.aspx>.

### 2. FINANCE AND ADMINISTRATION

#### 2.1 Investment Report Status at 31 January 2021

Report for the investments held in January 2021 is included.

#### **Overdraft Limit**

An Overdraft Limit of \$200,000 has been arranged with the National Australia Bank. When utilised an Overdraft Interest Rate of 8.62% applies.



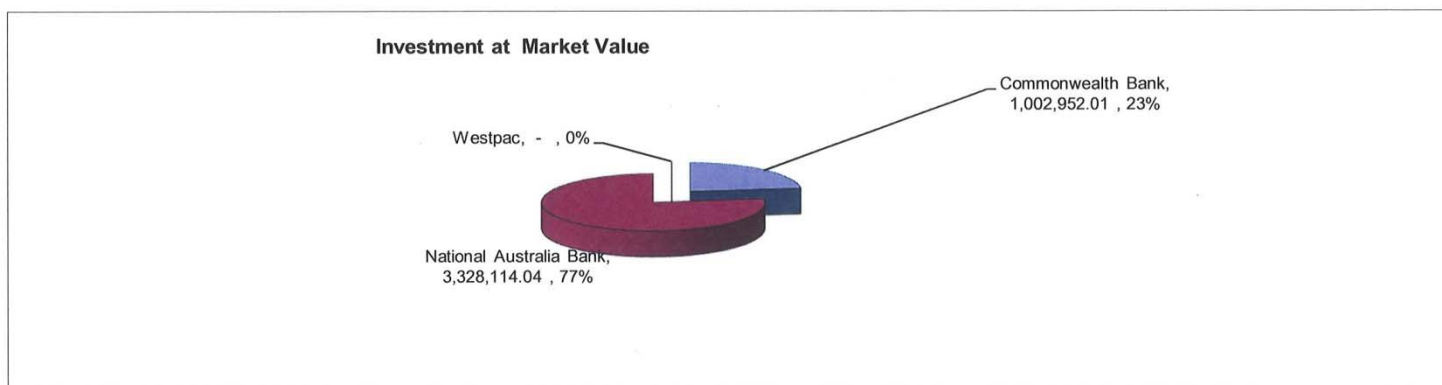
**REGISTER OF INVESTMENTS TO 31/01/2021**

| Institution             | Type         | Placement Date | Term (Days) | Maturity Date | Interest Rate | Amount Invested     | Est. Interest    | Est. Market Value At Maturity | YTD Interest    | YTD Redemption | MV % of Portfolio |
|-------------------------|--------------|----------------|-------------|---------------|---------------|---------------------|------------------|-------------------------------|-----------------|----------------|-------------------|
| Commonwealth Bank       | Term Deposit | 12/10/2020     | 120         | 9/02/2021     | 0.56%         | 501,172.82          | 922.71           | 502,095.53                    | 1172.82         | -              | 11.57%            |
| National Australia Bank | Term Deposit | 11/11/2020     | 90          | 9/02/2021     | 0.45%         | 252,646.95          | 280.34           | 252,927.29                    | 1660.64         | -              | 5.83%             |
| National Australia Bank | Term Deposit | 24/11/2020     | 90          | 22/02/2021    | 0.45%         | 628,008.87          | 696.83           | 628,705.70                    | 1553.33         | -              | 14.50%            |
| National Australia Bank | Term Deposit | 7/12/2020      | 90          | 8/03/2021     | 0.45%         | 619,684.27          | 687.59           | 620,371.86                    | 2032.39         | -              | 14.31%            |
| National Australia Bank | Term Deposit | 18/05/2020     | 301         | 15/03/2021    | 1.00%         | 525,672.33          | 4335.00          | 530,007.33                    | 0.00            | -              | 12.14%            |
| National Australia Bank | Term Deposit | 23/04/2020     | 330         | 19/03/2021    | 1.11%         | 547,311.59          | 5492.61          | 552,804.20                    | 0.00            | -              | 12.64%            |
| National Australia Bank | Term Deposit | 29/05/2020     | 300         | 25/03/2021    | 1.00%         | 251,282.20          | 2065.33          | 253,347.53                    | 0.00            | -              | 5.80%             |
| National Australia Bank | Term Deposit | 22/04/2020     | 365         | 22/04/2021    | 1.15%         | 251,063.02          | 2887.22          | 253,950.24                    | 0.00            | -              | 5.80%             |
| Commonwealth Bank       | Term Deposit | 2/12/2020      | 180         | 31/05/2021    | 0.46%         | 501,779.19          | 1138.28          | 502,917.47                    | 1779.19         | -              | 11.59%            |
| National Australia Bank | Term Deposit | 11/01/2021     | 150         | 10/06/2021    | 0.38%         | 252,444.81          | 394.25           | 252,839.06                    | 1151.67         | -              | 5.83%             |
|                         |              |                |             |               |               | <b>4,331,066.05</b> | <b>18,900.17</b> | <b>4,349,966.22</b>           | <b>9,350.04</b> | <b>-</b>       | <b>100%</b>       |
| Average rate            |              |                |             |               | 0.44%         |                     |                  |                               |                 |                |                   |

**PREVIOUS FINANCIAL YEAR COMPARATIVE DATA:**

**31/01/2021**

|                                      |              |
|--------------------------------------|--------------|
| Interest Earned YTD                  | 59,069       |
| Market Value of Portfolio            | 5,116,297    |
| Average Interest Rate                | 2.4%         |
| Interest Earned YTD 30/06/2020       | 131,153.35   |
| Market Value of Portfolio 30/06/2020 | 4,321,715.04 |



**Responsible Accounting Officer's 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)



### 3. STATUS OF COUNCIL RESOLUTIONS

Submitted under separate cover.

### 4. GRANT INFORMATION

#### 4.1 Applications

| Name of Grant  | Purpose of Grant  | Amount Requested | Council Contribution | Date Outcome Announced / Expected | Outcome          |
|--|---|------------------|----------------------|-----------------------------------|------------------|
| <b>State Government</b><br>Fixing Country Bridges    | 100% grant funding for the replacement of timber bridges. Our current program of priority bridge replacements are Winterbourne, Mooraback, Niangala, Tia Diggings 1 & 2 and Army.   | \$4.549M         | Nil                  | Feb 2021                          | <b>Submitted</b> |
| <b>Bushfire Local Economic Recovery Fund (BLERF)</b> | Competitive grant available for projects up between \$400k and \$20million that aligns with categories of enabling infrastructure, industry and business development, social development, natural and resource development, built environment adaptation. | TBC              | TBC                  | June 2021                         | <b>Submitted</b> |

**RECOMMENDATION:** That items included in the Office of the General Manager Management Review Report be **NOTED** by Council.



## 9.2 INFRASTRUCTURE:

Ref: WO/2021/00408




**Responsible Executive:** Director Infrastructure

***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 and encouraging active participation at all levels.***

To improve project reporting, the reporting on all initiated and budgeted projects has been consolidated into one format.

The “Tracking Status” uses a combination of a % percentage to indicate how progressed the project is and a “traffic light” colour indicator to clearly show at a glance the health of a project:

| <b>Indicator Colour</b>   | <b>Project Status</b>  |
|---|--|
|    | <b>On Track</b> – Project meeting expectations with regard time, cost and quality.   |
|   | <b>At Risk</b> – Unforeseen issue(s) that may result in either time, cost or quality requirements not being met. Action to mitigate risk is detailed in “Comments” section of report |
|  | <b>Off Track</b> – Project will not meet expectations. Implications, risks and mitigation actions are detailed in the “Comments” section of the report.                              |
| 100%  | <b>Completed</b> – Project completed with no further work required   |



## 1. Local Road Projects

| <b>Funding Source: Bushfire Recovery Grant</b> – Grant agreement requires all works to be completed by 1 June 2021 |                      |                                |                        |  |
|--|----------------------|--------------------------------|------------------------|--|
| <b>Project</b>   | <b>Project Start</b> | <b>Planned Completion Date</b> | <b>Tracking Status</b> | <b>Comments</b>  |
| Kangaroo Flat Road –Sealing gravel road, 1.1km from “Kylie” stockyard to homestead                                 | August 2020          | November 2020                  | 100%                   | Works completed.   |
| Brackendale Road – sealing gravel road, 1.5km near Eastern Hills   | September 2020       | November 2020                  | 100%                   | Works completed.   |
| Brackendale Road – sealing gravel road between MacLeod Creek to Salway   | August 2020          | November 2020                  | 100%                   | Works completed.   |
| Chinnocks Road – widen formation over 500m   | November 2020        | December 2020                  | 15%                    | Works set to be completed in early March due to contractor availability.   |
| Nuggety Gully – widen formation over 1km   | January 2021         | February 2021                  | 10%                    | Commencement of work delayed by need to respond to storm events in January. Work expected to be completed in early March 2021      |
| Replace Old Brookmount Road Bridge located over Emu Creek  | February 2021        | March 2021                     | 20%                    | Precast concrete box culverts constructed and delivered to site. Works ready to start on receipt of a favourable weather forecast. |
| <b>Funding Source: Bushfire Recovery Grant</b> – Grant agreement requires all works to be completed by 1 June 2021 |                      |                                |                        |  |
| <b>Project</b>   | <b>Project Start</b> | <b>Planned Completion Date</b> | <b>Tracking Status</b> | <b>Comments</b>  |
| Heavy Vehicle Access Improvement to Brackendale Road Bridge near Lowanna Road                                      | February 2021        | February 2021                  | 100%                   | Works expected to be completed in late February 2021   |
| Tree Debris – Remove from Kangaroo Flat road reserve   | December 2020        | March 2021                     | 100%                   | Works completed  |
| Forest Way – Cement stabilise and bitumen seal 2.0km of existing gravel road                                       | Oct 2020             | June 2021                      | 0%                     | Works scheduled for early 2021   |





| <b>Funding Source: Local Roads &amp; Community Infrastructure</b> Grant agreement requires all work completed by June 2021 |                   |                           |                        |  |
|--|-------------------|---------------------------|------------------------|--|
| <b>Project</b>   | <b>Start Date</b> | <b>Planned Completion</b> | <b>Tracking Status</b> | <b>Comments</b>  |
| Gravel Road Resheeting – Additional \$155,00 to accelerate program to improve wet weather access                           | Feb 2021          | June 2021                 | 50%                    | Works commenced in February and on track to be completed in March 2021 |
| Local Roads Resealing – Additional \$200,000 to accelerate program to reduce road maintenance costs                        | Feb 2021          | June 2021                 | 100%                   | Completed  |

| <b>Funding Source: 95% Fixing Local Roads and 5% Council General Revenue</b> – Grant agreement requires all works to be completed by June 2022 |                      |                                |                        |  |
|--|----------------------|--------------------------------|------------------------|--|
| <b>Project</b>   | <b>Project Start</b> | <b>Planned Completion Date</b> | <b>Tracking Status</b> | <b>Comments</b>  |
| Geraldine Road – Improve curve and seal section 2.4 to 2.82km from Niangala Road   | May 2021             | June 2021                      | 0%                     | Work scheduled for mid 2021  |
| Glen Morrison Road – Rehabilitate and widen existing sealed road to ease curve   | March 2021           | May 2021                       | 0%                     | Work scheduled for mid 2021  |
| Kangaroo Flat Road – Seal section from “Claremont” cattle grid towards Claremont   | August 2020          | November 2020                  | 100%                   | Works completed.   |
| Moona Plains Road – Rehabilitation of existing sealed road from “Romavilla” towards Rowleys Creek Road   | October 2020         | November 2020                  | 5%                     | Culvert works and heavy patching scheduled for mid 2021 with resealing to be completed next summer when conditions are favourable. |



| <b>Funding Source: 50% Federal Bridge Renewal Program &amp; 50% Council General Revenue – All works to be completed by June 2022</b> |                      |                                |                        |   |
|--|----------------------|--------------------------------|------------------------|---|
| <b>Project</b>   | <b>Project Start</b> | <b>Planned Completion Date</b> | <b>Tracking Status</b> | <b>Comments</b>   |
| Moona Plains Road (Moona Plains Station)   | January 2020         | June 2021                      | 10%                    | Contractor has commenced design work. Construction scheduled to commence in March 2021 and be completed by September 2021 |
| Englefield Road Bridge Replacement   |                      |                                |                        |   |
| Glen Morrison Road Bridge Replacement (Stephens)   |                      |                                |                        |   |

| <b>Funding Source: Fixing Country Roads – Grant agreement requires all work to be completed by December 2020</b> |                      |                                |                        |   |
|--|----------------------|--------------------------------|------------------------|---|
| <b>Project</b>   | <b>Project Start</b> | <b>Planned Completion Date</b> | <b>Tracking Status</b> | <b>Comments</b>   |
| Old Brookmount Bridge Replacement at Dog Trap Creek  | October 2019         | December 2020                  | 25%                    | Whilst the precast concrete deck units are ready for delivery, the design of the abutments continues to be delayed by the consultant engineer. Whilst the consultant has agreed to produce the finalised design by the end of March and the funding body has accepted the delayed work schedule, this project poses a potential reputation risk to Council if the work suffers further delays |
| Nowendoc, Tops & Brackendale Road Intersection Upgrade   | October 2019         | December 2020                  | 90%                    | Works practically completed. Minor guideposts works remaining along with line marking in community hall carpark and some additional works to be completed following consultation with Nowendoc Community members at the 2020 Regional Meetings.   |
| Lakes Road Bridge Replacement  | August 2019          | September 2020                 | 100%                   | Works completed.  |



## **2. State Roads**

| <b>Funding Source: Transport for NSW – Road Maintenance Council Contract (RMCC) - Annual</b>   |                      |                           |                        |   |
|--|----------------------|---------------------------|------------------------|---|
| <b>Project</b>   | <b>Project Start</b> | <b>Planned Completion</b> | <b>Tracking Status</b> | <b>Comments</b>   |
| Oxley Highway – 2020/2021 Routine Maintenance  | 1 July 2020          | 30 June 2021              | 58%                    | Routine road maintenance works continue. Tree trimming and new signs/ repair signs to be completed this month.                                      |
| Oxley Highway - Pavement Strengthening work at Bundagara   | February 2020        | 31 August 2020            | 100%                   | Works completed.  |
| Oxley Highway – Road Rehabilitation of Segment 2670 near Hartford Road   | July 2020            | May 2021                  | 15%                    | Construction work commenced. Shaping batter, Stripping top soil, guardrail removal completed. Now widening shoulder. Due to complete by March 2021. |
| Oxley Highway – Resealing 2020-21  | November 2020        | December 2020             | 100%                   | Works completed.  |
| Oxley Highway – Heavy patching 2020-21   | November 2020        | March 2021                | 5%                     | Work planned to commence in March 2021.   |
| Oxley Highway – Reseal preparation 2021-22   | January 2021         | June 2021                 | 5%                     | Work to commence in April 2021.   |
| Oxley Highway – ARL2 Culvert repair works  | January 2021         | June 2021                 | 5%                     | Received additional funding for culvert repair. Due to complete by June 2021.   |
| Oxley Highway Safety Project 2602 – Segments 2700 to 2720 – Pavement drainage improvements and installation of curve alignment markers and guardrail | January 2021         | June 2021                 | 5%                     | Scoping underway with works planned to be completed by June 2021.   |



### **3. Regional Roads**

| <b>Funding Source: Roads &amp; Maritime Services – Heavy Vehicle Safety &amp; Productivity Program Grant – Grant agreement requires all work to be completed June 2021</b> |                      |                           |                        |   |
|--|----------------------|---------------------------|------------------------|---|
| <b>Project</b>   | <b>Project Start</b> | <b>Planned Completion</b> | <b>Tracking Status</b> | <b>Comments</b>   |
| Mirani (formerly Yalgoo) Rest Area – Construct Heavy Vehicle Rest Area.  | 1 July 2020          | 30 June 2021              | 10%                    | Pretender meeting held on 16 February. Expect to engage successful tender in March 2021 |
| <b>Funding Source: Transport for NSW – Regional Roads Block, Traffic facilities, REPAIR &amp; Supplementary Grants - Annual</b>  |                      |                           |                        |   |
| <b>Project</b>   | <b>Project Start</b> | <b>Planned Completion</b> | <b>Tracking Status</b> | <b>Comments</b>   |
| Thunderbolts Way and Topdale Road  | 1 July 2020          | 30 June 2021              | 58%                    | Routine road maintenance works underway.  |
| Thunderbolts Way – Resealing Program - 2020-21   | 1 October 2020       | 30 March 2021             | 98%                    | Resealing completed. Line marking to be completed in March 2021.                        |
| Thunderbolts Way Road Surface Improvements – Resealing, Shoulder Grading & Edge Lining – Various Segments  | July 2020            | July 2021                 | 80%                    | Shoulder widening, heavy road patching and rehabilitation works have commenced.         |
| <b>Funding Source: Black Spot Program Grant – Federal Government</b>   |                      |                           |                        |   |
| <b>Project</b>   | <b>Project Start</b> | <b>Planned Completion</b> | <b>Tracking Status</b> | <b>Comments</b>   |
| Cobrabald River Rest Area – Widening of Road to Bridge Approaches  | Jan 2020             | July 2020                 | 100%                   | Works completed   |
| Smiths Creek - Widening of Road to Bridge Approaches   | Jan 2020             | August 2020               | 100%                   | Works completed.  |



| <b>Funding Source: Thunderbolts Way Strategy – Grant agreement requires all work completed by May 2022</b> |                      |                           |                        |   |
|--|----------------------|---------------------------|------------------------|---|
| <b>Project</b>   | <b>Project Start</b> | <b>Planned Completion</b> | <b>Tracking Status</b> | <b>Comments</b>   |
| Rehabilitation of Remaining 5.2 km section near of Glen Morrison Road. (Segments 4540 to 4570)             | July 2021            | June 2022                 | 5%                     | Pavement investigation, design completed. Planned to start from July 2021 onwards and completed by June 2022.   |
| Rehabilitation of 1 km section near Glen Morrison Road (Segment 4580)                                      | 1 January 2020       | June 2021 2020            | 5%                     | Design finalised. Planned to start in April 2021 and be completed by June 2021.   |
| Rehabilitation of Walcha Township Approaches - Derby Street – (Segments 4710 and 4720)                     | July 2018            | August 2021               | 10%                    | Delays by consultants in finalising the design is delaying the preparation and tendering of this project. Work is now expected to be tendered in late March 2021 with the expectation construction will commence in June. |
| Rehabilitation of 1 km section near Glen Morrison Road (Segment 4600)                                      | 1 July 2019          | September 2020            | 100%                   | Works completed.  |
| Rehabilitation of 1 km section near Glen Morrison Road (Segment 4590)                                      | 1 July 2019          | November 2020             | 100%                   | Works completed.  |
| Rehabilitation of 1km Section at Box Hill (Segments 4760)  | July 2020            | June 2021                 | 5%                     | Preconstruction activities are 80% complete, Construction scheduled to be completed in mid 2021.  |
| Rehabilitation of 1km Section at Bergen (Segment 4810)   | July 2020            | June 2021                 | 5%                     | Preconstruction activities are 80% complete, Construction scheduled to be completed in mid 2021   |



## 4. Water, Sewer & Waste

| Funding Source: Restart NSW Grant |               |                    |                 |  |
|-----------------------------------|---------------|--------------------|-----------------|--|
| Project                           | Project Start | Planned Completion | Tracking Status | Comments   |
| Walcha Truck Wash Bay Upgrade     | Early 2019    | Dec 2020           | 42%             | Current budget allocation insufficient to complete the required works. Potential solutions to be identified in collaboration with Councillors. |

| Funding Source: Restart NSW Grant         |                           |                    |                 |  |                  |           |                                   |                 |  |         |                       |           |                        |          |                               |           |  |                           |          |           |                          |               |              |                |
|---|---------------------------|--------------------|-----------------|--|------------------|-----------|-----------------------------------|-----------------|--|---------|-----------------------|-----------|------------------------|----------|-------------------------------|-----------|--|---------------------------|----------|-----------|--------------------------|---------------|--------------|----------------|
| Project                                   | Project Start             | Planned Completion | Tracking Status | Comments   |                  |           |                                   |                 |  |         |                       |           |                        |          |                               |           |  |                           |          |           |                          |               |              |                |
| Walcha Sewerage Treatment Plant Upgrade   | 2019                      | June 2021          | 60%             | New channel screw sieve scheduled to be installed in March 2021 after electrical upgrades completed. Lagoon drying beds are completed, electrical upgrade for running of mixers required prior to lagoon refurbishment..   |                  |           |                                   |                 |  |         |                       |           |                        |          |                               |           |  |                           |          |           |                          |               |              |                |
| Walcha Water Security – Off Creek Storage | March 2020                | Sept 2022          | 10%             | Milestones: <table border="1" style="margin-left: 20px;"> <tbody> <tr> <td>• Concept Design</td> <td>Completed</td> </tr> <tr> <td>• Review of Environmental Factors</td> <td>Draft Completed</td> </tr> <tr> <td>• Construction Grant up to 90% or \$9M</td> <td>Secured</td> </tr> <tr> <td>• 60% Detailed Design</td> <td>Completed</td> </tr> <tr> <td>• 90% Detailed Design:</td> <td>May 2021</td> </tr> <tr> <td>• Design and Tender Documents</td> <td>June 2021</td> </tr> <tr> <td>• Council's \$1M Funding Co-contribution</td> <td>To be budgeted in 2021/22</td> </tr> <tr> <td>• Tender</td> <td>July 2021</td> </tr> <tr> <td>• Construction Commences</td> <td>November 2021</td> </tr> <tr> <td>• Commission</td> <td>September 2022</td> </tr> </tbody> </table> | • Concept Design | Completed | • Review of Environmental Factors | Draft Completed | • Construction Grant up to 90% or \$9M | Secured | • 60% Detailed Design | Completed | • 90% Detailed Design: | May 2021 | • Design and Tender Documents | June 2021 | • Council's \$1M Funding Co-contribution | To be budgeted in 2021/22 | • Tender | July 2021 | • Construction Commences | November 2021 | • Commission | September 2022 |
| • Concept Design                          | Completed                 |                    |                 |  |                  |           |                                   |                 |  |         |                       |           |                        |          |                               |           |  |                           |          |           |                          |               |              |                |
| • Review of Environmental Factors         | Draft Completed           |                    |                 |  |                  |           |                                   |                 |  |         |                       |           |                        |          |                               |           |  |                           |          |           |                          |               |              |                |
| • Construction Grant up to 90% or \$9M    | Secured                   |                    |                 |  |                  |           |                                   |                 |  |         |                       |           |                        |          |                               |           |  |                           |          |           |                          |               |              |                |
| • 60% Detailed Design                     | Completed                 |                    |                 |  |                  |           |                                   |                 |  |         |                       |           |                        |          |                               |           |  |                           |          |           |                          |               |              |                |
| • 90% Detailed Design:                    | May 2021                  |                    |                 |  |                  |           |                                   |                 |  |         |                       |           |                        |          |                               |           |  |                           |          |           |                          |               |              |                |
| • Design and Tender Documents             | June 2021                 |                    |                 |  |                  |           |                                   |                 |  |         |                       |           |                        |          |                               |           |  |                           |          |           |                          |               |              |                |
| • Council's \$1M Funding Co-contribution  | To be budgeted in 2021/22 |                    |                 |  |                  |           |                                   |                 |  |         |                       |           |                        |          |                               |           |  |                           |          |           |                          |               |              |                |
| • Tender                                  | July 2021                 |                    |                 |  |                  |           |                                   |                 |  |         |                       |           |                        |          |                               |           |  |                           |          |           |                          |               |              |                |
| • Construction Commences                  | November 2021             |                    |                 |  |                  |           |                                   |                 |  |         |                       |           |                        |          |                               |           |  |                           |          |           |                          |               |              |                |
| • Commission                              | September 2022            |                    |                 |  |                  |           |                                   |                 |  |         |                       |           |                        |          |                               |           |  |                           |          |           |                          |               |              |                |
| Walcha Waste Strategy 2025                | August 2020               | April 2021         | 60%             | Survey results workshopped on 10 February 2021. Service scenarios to be developed and workshopped with Waste Committee in March prior to being recommended to Council to place on public exhibition.   |                  |           |                                   |                 |  |         |                       |           |                        |          |                               |           |  |                           |          |           |                          |               |              |                |



## **5. Community Projects**

| <b>Funding Source: Stronger Country Communities</b> |                      |                           |                        |  |
|---|----------------------|---------------------------|------------------------|--|
| <b>Project</b>                                      | <b>Project Start</b> | <b>Planned Completion</b> | <b>Tracking Status</b> | <b>Comments</b>  |
| Walcha Community Gym Upgrade – SCCF2                | 2019                 | March 2021                | 100%                   | Completed  |
| Levee Bank Walk Lighting – SCCF3                    | 2020                 | Dec 2021                  | 5%                     | Procurement and investigation in progress. Report to be workshopped with Council in the near future to finalise scope details before procurement finalised and physical works proceed. |
| Youth Hall Renovations – roof and flooring          | June 2020            | Dec 2021                  | 100%                   | Completed  |
| Walcha Men’s Shed Relocation                        | 2020                 | Aug 2021                  | 5%                     | Community managed project. Negotiating a reduced scope construction contract with preferred tenderer to match the available project budget.  |

| <b>Funding Source: Drought Communities Program</b>      |                      |                           |                        |   |
|---|----------------------|---------------------------|------------------------|---|
| <b>Project</b>  | <b>Project Start</b> | <b>Planned Completion</b> | <b>Tracking Status</b> | <b>Comments</b>   |
| Walcha Water – Chlorine Mixers                          | Mar 2020             | Dec 2020                  | 100%                   | Completed.  |
| Walcha Water – Back up Power Supply for Treatment Plant | Mar 2020             | Dec 2020                  | 100%                   | Completed.  |
| Ingleba Hall upgrade                                    | Mar 2020             | Dec 2020                  | 85%                    | Community led and owned project. Works commenced and scheduled to be completed in March 2021. Project has been delayed due to limited availability of community members volunteering to assist in completing works. No other project implications associated the delay. |
| Nowendoc Rest Stop                                      | May 2020             | Dec 2020                  | 100%                   | Completed   |
| Public Infrastructure – Bin Surrounds                   | Mar 2020             | Oct 2020                  | 100%                   | Completed.  |



| <b>Funding Source: Drought Communities Program</b> |                      |                           |                        |  |
|--|----------------------|---------------------------|------------------------|--|
| <b>Project</b>                                     | <b>Project Start</b> | <b>Planned Completion</b> | <b>Tracking Status</b> | <b>Comments</b>  |
| Public Infrastructure – Water Fountains            | Mar 2020             | Dec 2020                  | 75%                    | First one will be completed in December 2020. Installation of McHattan Park one to be deferred until other park works are first completed in March 2021 to avoid rework. No other project implications associated the delay. |
| McHattan Park – Picnic Shelter                     | Mar 2020             | Dec 2020                  | 65%                    | Shelter construction completed. Wind break design confirmed with local artists. Installation of BBQ delayed to be installed at the same time of wind breaks. No other project implications associated the delay.             |
| Walcha Showground - Event Centre Disabled Access   | Mar 2020             | Sept 2020                 | 100%                   | Completed.   |
| Walcha Showground – Youth Hall toilets             | Mar 2020             | Oct 2020                  | 100%                   | Completed  |
| Stampede Ground Woolbrook.                         | Mar 2020             | Nov 2020                  | 100%                   | Completed.   |
| Yarrowitch Hall Upgrades                           | May 2020             | Dec 2020                  | 90%                    | Project managed by Council in support of community group. Works commenced and to be completed February 2021.   |
| Lions Park Upgrades                                | Mar 2020             | Feb 2021                  | 10%                    | Work delayed by contractor availability and has commenced with 8 week construction timeframe   |

| <b>Funding Source: Transport for NSW Walking and Cycling Program 2020/21 Grant agreement requires all work completed by June 2021</b> |                   |                           |                        |   |
|---|-------------------|---------------------------|------------------------|---|
| <b>Project</b>  | <b>Start Date</b> | <b>Planned Completion</b> | <b>Tracking Status</b> | <b>Comments</b>   |
| Improve Walcha Pathways   | Oct 2020          | June 2021                 | 5%                     | Project connects existing pathways in Walcha township to Walcha Central School and John Oxley Oval. Project includes shared pathways, road crossings, and Middle Street guard rail and bridge underpasses on the levy bank. Project plan prepared and siting of pathways being finalised to minimise cost and adverse impacts on adjoining property owners and existing assets. |





| Funding Source: Bushfire Local Economic Recovery Fund – TBA |               |                         |                 |   |
|---|---------------|-------------------------|-----------------|---|
| Project   | Project Start | Planned Completion Date | Tracking Status | Comments  |
| Walcha Swimming Pool Refurbishment                          | TBA           | TBA                     | 5%              | Project team including representatives from Regional NSW and Public Works Department established. Scope of works being confirmed for purposes of finalising funding deed. |

| Funding Source: Local Roads & Community Infrastructure Grant agreement requires all work completed by June 2021 |            |                    |                 |  |
|---|------------|--------------------|-----------------|--|
| Project   | Start Date | Planned Completion | Tracking Status | Comments   |
| Walcha Pool Fence Replacement- Stage 1  | Oct 2020   | June 2021          | 100%            | Completed  |
| McHattan Park Works to Improve Access and Facilities  | Oct 2020   | June 2021          | 5%              | Scope of works developed and procurement process commenced. Works scheduled to commence March 2021.  |
| Walcha Hospital – Improve Street Access   | Oct 2020   | June 2021          | 2%              | Work scheduled to commence in early 2021.  |
| Construct Levee Bank Pedestrian Underpass   | Oct 2020   | June 2021          | 2%              | Review of Environmental Factors completed. Survey and draft design completed. Propose works will be completed as part of Improve Walcha Pathways project detailed above.                                       |
| Improve Pedestrian Safety on Blue Hogan Bridge  | Oct 2020   | June 2021          | 5%              | Two design proposals have now been rejected by the bridge owner, Transport for NSW. Discussions continuing to seek a solution but generally TfNSW appears to be reluctant to recognise the need for the fence. |
| Improve Walcha Preschool Access   | Dec 2020   | June 2021          | 100%            | Completed.   |
| Level Footpath Area at Lions Park   | Dec 2020   | June 2021          | 4%              | Investigation commenced.   |



## **6. Proposed Works for the Coming Period**

### **6.1 Rural Roads:**

Two maintenance grading crews are currently operating on our local road network. :

**Campfire Area** –Maintenance grading works are continuing in this area, with the following roads remaining; Surveyors Creek Road, Scrubby Gully Road, Willow Tree Road, Ruby Hills Road, Ohio Road and others. This will include ripping and compaction of heavily potholed areas.

**Brackendale Area**– Maintenance grading and resheeting works are scheduled for this area, including; Brackendale Road, Tops Road, Nowendoc Road, Bishops Road, Nine Mile Church and others. This will include ripping and compaction of heavily potholed areas.

**RECOMMENDATION:**       **That items included in the Infrastructure Management Review Report be NOTED by Council.**



## 9.4 COMMUNITY AND TOURISM

Ref: WO/2021/00535

**Responsible Executive:** Director Community & Tourism

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*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 and encouraging active participation at all levels.*

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### **1 WALCHA COUNCIL COMMUNITY CARE**

December 2020

#### **Walcha Council Community Care- A Year in Review**

The year 2020 has been a tumultuous one, with a huge amount of change and adaptability required for everyone but particularly for the Community Services sector. Bushfires, drought and COVID-19 have made the provision of service to be both a priority and a significant challenge in terms of delivery. The age and associated vulnerability of our participants at Walcha Council Community Care (WCCC) has added a level of heightened precaution to our programming. This review will cover the steps taken to address these concerns as well as how we worked to meet government restrictions and guidelines during a global pandemic.

We began the year with the threats of bushfire to our township, as well as an extremely hot summer. Programs commenced at the end of January and included some local excursions as well as in-house morning teas. These were quite well attended but had to be kept within the local area as the bushfire threat made it too dangerous to go further afield.

In March the COVID-19 lockdowns began and all CHSP programs ceased as of late March. The WCCC offices were occupied by one staff member per zone per day and cleaning of all touch points and desks were completed multiple times throughout the day. This meant that services from WCCC had to be dramatically changed. Our clients were still reliant on our services, some even more so than before, and the isolation had a profound effect on the elderly population. To try to counteract this, WCCC implemented a phone call system that meant that all clients received wellbeing calls on a weekly basis, or as requested. This was then accounted for as Individual Support and provided some much needed comfort and human interaction. Meals on Wheels continued to operate but under strict guidelines that included the services being done exclusively by staff until August, when one volunteer returned to assist. Meals were delivered to individual baskets at the front door and contact was extremely limited between staff and clients and all PPE precautions were taken at all times.

Bus services also stopped during this period but medical drives were still available to our clients. While the demand for these dramatically decreased (due to specialists shutting down due to COVID-19, as well as Telehealth becoming more available), our volunteer drivers were still able to perform this service by providing all clients with a mask, hand sanitiser and seating them in the rear of the vehicle.

The CHSP programs began to come back online as of the beginning of July, in conjunction with the lifting of isolation restrictions across NSW. The rooms were assessed as being able to hold a maximum of 23 people at a time and additional cleaning measures were taken throughout the day to comply with Government regulations. All participants had their temperatures taken on arrival and had to sign in with their contact details. Temperatures at



or over 37.5 degrees were considered high risk and would be denied entry to the service, with said participant then encouraged to see their GP as soon as possible and to receive a COVID-19 test before returning. We have not, as yet had to enforce this protocol.

Morning teas began at this point and limited services were available. Due to not having a Coordinator on site at this point the programming was restricted. The interim Community Care Coordinator, Jessica Goodwin began on 14 September and commenced with a new calendar beginning at the start of October.

As of October, excursions to surrounding areas as well as locally have been offered. There have been 3 excursions per month, one for the men's group, one for the women's group and one open to all participants. The COVID-19 Safety Plan for the bus was assessed and it was determined that we could return to capacity as long as all participants wore masks, sanitised regularly and had their temperature checked. The bus was also cleaned by COVID-19 NSW Health protocol between trips, with a high focus on touch points.

The Quilting group continues to use the WCCC rooms on a Monday and more work was done to sign up the members that were eligible for My Aged Care. There are now 5 members signed up who are attending multiple activities and allowing for the funding to be claimed for the Quilting group.

Cards also continue to be on every Tuesday and the numbers fluctuate between 3 and 8. The core members attend consistently and seem to thoroughly enjoy their time. The introductions of art classes with Sue Jackson volunteering have begun to be popular, although they have been intermittent at this point as Sue has been unwell. These will continue to be offered fortnightly on Wednesday's and have a core group of women who enjoy the instruction and skill building.

The most successful new program has been the fortnightly Friday lunch that we have named Community Café. The team cooks a meal and sets up the room as a café and members can come and have a meal and a catch up with friends for a \$10 contribution. This was implemented as a way to ensure our more isolated clients have access to social interactions and also have a nutritious meal that they may not otherwise cook for themselves. This program consistently has at least 12 participants come and has had as many as 20.

The regular excursions, morning teas and additional programming have assisted in building our numbers and reengaging the clients that had not returned following the lifting of lockdown. The team continues to work on engagement with our elderly community, with the goal being to ensure that all community members over the age of 65 are aware, and know how to access our program.

#### **Program Numbers for December 2020**

**Meals on Wheels:** We had a total of 17 clients receiving meals over the month of December. There has been a very positive response to the meals and we are anticipating numbers to increase in 2021 following on from the positive reviews the program has received from the community within the Apsley Advocate.

Hot Meals- 232

Frozen Meals- 96

Desserts- 136



**Group Programs:** Program numbers continue to increase and there have been a number of clients that were archived that have asked to be reinstated into the programs based on the reviews of their peers.

**Women's Group:** The Women's Group was very excited to go plant shopping in Guyra!  
9/12/2020- Black Mountain Nursery Excursion. 14 participants  
16/12/2020- Morning Tea. 14 participants

**Men's Group:** Bacon and Egg rolls in the park for the last morning tea of the year  
8/12/2020- Morning Tea. 14 participants  
22/12/2020- Excursion cancelled due to weather and staffing shortage.

**Wanderer's Group:** Lunch out as a group to celebrate the upcoming holidays.  
23/12/2020- Excursion to Bendemeer Pub. 5 participants.

**Card Group:**

1/12/2020- 5 participants  
8/12/2020- 4 participants

**Christmas Party:**

2/12/2020- 36 participants

**Quilting Group:**

14/12/2020- 3 participants



**Individual Social Support:** This was provided for clients as requested.  
Total hours: 6.25hrs. Number of clients accessing ISS: 6

**1.5 Feedback and Complaints**

With the exception of one complaint (quickly resolved), the feedback over the course of 2020 was overwhelmingly positive. The highlights included two thumbs up in The Advocate, one for group programming and one for Meals on Wheels. We also saw a very enthusiastic reaction to the clients receiving personalised birthday and Christmas cards and we got many phone calls, thank you notes and even some original artworks gifted to the centre to show appreciation. The cards also became a catalyst for some archived clients to rejoin the program as well as the positive reviews from current clients that have encouraged their friends to join up as new clients as well.

**Jess Goodwin**  
Community Care Coordinator





## **2. LIBRARY**

**December 2020 and January 2021**

Stats:

- Loans: 809
- Returns: 782
- Reservations placed & issued: 177
- New members: 5
- Door count: 982
- Wi-Fi use: na
- Computer use: 75
- Housebound: 6

Other statistics:

- Eaudio: 47 users, 212 downloads
- Ebooks: 20 users, 86 downloads
- eAudiobook usage and number of users accessing eAudiobooks have both increased this month
- 94% BorrowBox & 6% RB Digital (percentage of RB Digital usage remains low, which has been noted by CNRL who are transferring to a new vendor to replace RB Digital this year)

The Walcha Library has had a busy January, which has included a number of library based school holiday activities. The total door count increased dramatically this month, mostly due to the school holiday traffic. This month's daily average of 75 visitors has increased from last month, which averaged 57 visitors per day. The biggest day this month recorded 144 visitors in one day – most of these visitors were booking into or attending school holiday activities, given there were two lego club sessions held that day, and a number of excursions in the weeks to follow. Loans and returns increased significantly from last month, however reservations and computer use only slightly increased. New member registrations have decreased this month back to average numbers. 11 new eLibrary users were recorded this month, showing that the promotion of such services is being received in the community.

### **Library promotion and outreach projects**

- The 'What's New' window display returned this month once the sticker company removed the Christmas decorations on the front windows of the Library. We were able to use it again to display information about upcoming and ongoing activities & events.
- The library staff have continued to receive donations of handmade library bags this month for the Baby's First Library Bag program with another 7 handmade bags donated this month. Active promotion of this program is planned over the winter months, in order to gather the annual allocation of packs for delivery to child health staff by September 2021.

The Walcha Library Social Media pages have continued to promote the library and youth programs this month. The popularity of the Library Facebook page increased again this month to 168 likes (increasing by 7) and 172 followers (4 new followers). The most popular Instagram & Facebook posts this month were the posts which shared photos from the school holiday activities, such as the Dive in Movie night, Lego club, Summer Reading Club event, Indoor Rock Climb, Laser Tag and #WalchaRocks excursions - averaging 25 likes per post. Other programs, activities and information shared via social media this month included:



- Sharing posts from the CNRL/Tamworth Library team: FAST video workshops, Robot Soccer activity promotion, and #NSWReadsLuckys online bookclub promotion
- #fridaydeliveryday posts – a number of posts promoting items new to the collection and advertising the reservation system and weekly Friday deliveries. Each post included the hashtag fridaydeliveryday, and reached almost 100 people on Instagram and Facebook this month.
- Both the Summer School holiday program and Summer Movies Under the Stars have been heavily promoted on the Library & Youth social media pages throughout January.
- Sharing of an ABC Facebook post about a Senbazuru (paper crane challenge) successfully completed in Queensland – aiming to encourage Walcha participants to continue folding cranes, as Walcha Library are still aiming for 1000, with just over 100 folded so far.



### Programs:

December saw the launch of the Walcha Library Summer Reading Club, when over 20 children collected the challenge packs which continued into January. With active promotion on social media and in the library, a further 30 packs were collected over the second month of summer, and an event was held to encourage familiarity and enjoyment from the library facilities. The end of January and return to school marks the end of the challenge and winners will be drawn from those who have completed the challenge packs and returned them to library staff by the 31<sup>st</sup> of January.



Book Club remains a popular monthly group. In January, Book Club members didn't meet, however the CNRL team sent through a book club kit, meaning that the club members could read a new book for the month, despite not meeting. They intend to meet in February to discuss both books read throughout December and January.

The Walcha Library is also still participating and promoting the very first state-wide reading program, NSW Reads. It's a big book club, and everyone in NSW is invited. CNRL have purchased 4 copies to live in the Walcha Library, and encouraging those who read the book to follow the virtual events via Instagram @NSWLibraryEvents.

Housebound services have continued, however this month Riverview volunteers have collected the bulk delivery for Riverview Nursing Home as Quota have had a month off as they do each January. Walcha Library staff have finalised research on a new trolley system to assist Quota and Riverview volunteers with this service and Friends of Riverview have agreed to assist with this new purchase at Riverview. Walcha Council Library will be purchasing a trolley with baskets that are collapsible and compatible with the trolley and baskets used at the Riverview end of the service. The new trolley system will be purchased in the next month and plans are for it to be in action by March (depending on delivery times).



The Library created a display for Australia Day and used social media to encourage people to explore the Australian titles & authors available in the Walcha collection. Library staff were also involved in the Walcha Australia Day committee's children's activities, accepting sculpture and photography entries for the children's competition and hosting the judges in the library on the day of judging. Noticing that entries were low, staff consulted with the committee president, and assisted with the promotion of the competition using Library social media platforms to get the word out and remind young people who were on school holidays to participate. This greatly effected the participation in this competition.



As part of the Summer Holiday Program, Walcha Council were able to offer two outdoor movies and two out-of-town excursions for the youth of Walcha over December 2020 and January 2021. The two outdoor movies included The Grinch, in the lead up to Christmas and Moana, as a dive in movie. Both were moved to indoor venues due to weather conditions being too wet and cold, however there was still good attendance and participation. Approximately 75 people attended the screening of Moana, which included a tropical themed dress up competition, activities and games, and movie trivia



These activities were intended to be pool side games before the movie, however they were adapted easily to the wet weather venue, the Youth Hall at the Showgrounds. The out-of-town excursions involved activities suggested and targeted to the older children (11 yrs and over), with an indoor rock climbing workshop at SportUNE in Armidale and a Laser Tag session at Kootingal, Tamworth. Both activities were full day excursions and included lunches, at no charge to local families - 20 children were taken to Armidale and 30 attended the Tamworth excursion.



excursion.

The Summer School Holiday Program included a series of activities in January 2021, and had a focus on providing a variety of activities, and emphasis on activities available for all ages or the younger children (under 12's) being that the excursions were targeted to older age group:

- Robot Soccer: an interactive robotic workshop delivered by the CNRL Innovative Studio team from Tamworth. 10 children between the ages 8 to 12 enjoyed this great STEM opportunity.





- Tie Dying Craft: Council also sponsored a hands-on Tie Dye Craft activity at the Walcha Handmade studio. 18 children participated from Grades 3 and up. Children were able to dye their own creations, and take home a t-shirt.
- Lego club: two lego club sessions were held in the holidays, encouraging children under 12 to challenge their building and creating skills. A total of 12 children interacted in this program using the Library Lego collection and a series of guided challenges alongside library staff.



■ #Walcharocks – was a new concept to the Walcha Library. An outdoor school holiday craft activity, using paint pens and stones, combined with a walking excursion around the Walcha Levee banks to ‘hide’ the rocks as part of the NSW Rocks movement. This movement has taken shape around the state, encouraging people to explore their local outdoor spaces. 12 children aged 4-12 joined this 3 hour walking excursion and craft activity.

■ Summer Reading Club – This 2 hour event was included as part of the Summer Reading Club program to encourage children to explore their library. 8 children participated in a series of activities, including a book discussion, scavenger hunt around the library and craft. They created a canvas artwork, to help encourage their peers to read and played a series of board games held at the library.

■ The activities in this summers school holiday program have been well received, and comments have been made regarding the variety of inclusions in this program. All comments and opinions from participants and families involved are considered for future holiday plans.

Walcha Library staff have continued to work on developing processes and protocols for a volunteer program to be set up this year. Once it is established, the aim is to have regular volunteers working alongside staff to help with manual and time consuming tasks such as shelving returns and arranging collections, freeing up staff for administrative tasks, reporting and project work and providing work experience opportunities for community members.

**Cassie McKenna**  
**Library Services Coordinator and Youth Worker**

### **3. Preschool**

**December 2020 and January 2021**

No report due to school holiday closure.

**Zoe Herbert**  
**Nominated Supervisor**



## 4. Tourism

December 2020 and January 2021

### Number of visitors to VIC

| DECEMBER        | 2020        | 2019     | 2018     | 2017    |
|-----------------|-------------|----------|----------|---------|
| Walk in's       | 339         | 195      | 296      | 443     |
| Phone enquiries | 5           | 36       | 32       | 11      |
| Email enquiries | 4           | 0        | 1        | 0       |
| JANUARY         | 2021        | 2020     | 2019     | 2018    |
| Walk in's       | 531         | 290      | 523      | 640     |
| Phone enquiries | 12          | 28       | 23       | 35      |
| Email enquiries | 5           | 3        | 0        | 1       |
| WEBSITE 2020    | January 21  | December | November | October |
| Unique Visits   | 11,250      | 10,408   | 9,510    | 10,199  |
| Visits          | 18,121      | 22,908   | 21,001   | 21,859  |
| No of Hits      | 921,594     | 653,077  | 638,444  | 740,847 |
| WEBSITE 2019    | January '20 | December | November | October |
| Unique Visits   | 4,848       | 4,052    | 5,901    | 8,973   |
| Visits          | 9,078       | 6,536    | 9,672    | 12,109  |
| No of Hits      | 184,045     | 167,060  | 357,862  | 461,862 |

### Slow Tourism Campaign

Data and Stats from David Waugh, of Verso Design's, short video clips which have been shared on social media channels:

| POST   | REACH | CLICKS | SHARES                      | 1min VIDEO VIEWS | KEY AGES GENDER                  |
|--|-------|--------|-----------------------------|------------------|----------------------------------|
| <b>VIDEO 1</b><br>GENERAL Walcha<br>18/10/20     | 15K   | 1.6K   | 111                         | 929              | 35+ yrs<br>29% Men<br>71% Women  |
| <b>VIDEO 2</b><br>MOTORCYCLING<br>13/11/20       | 19.9K | 2.8K   | 138                         | 1.5K             | 45-65yrs<br>54% Men<br>46% Women |
| <b>VIDEO 3</b><br>SHOPPING<br>11/12/20           | 8.3K  | 909    | 38                          | 357              | 45+ yrs<br>13% Men<br>87% Women  |
| <b>Photo</b><br>BETTS<br>TRUCKSIDES<br>19/1/21   | 17.8K |        | 125 shares<br>956 on shares |                  |                                  |
| <b>Photo</b><br>BILLBOARD<br>29/1/21             | 3.5K  |        | 3 shares<br>166 on shares   |                  |                                  |
| <b>Photos</b><br>STREETSCAPE<br>IMAGES<br>5/2/21 | 4.1K  |        | 31 shares<br>288 on shares  |                  |                                  |
| <b>VIDEO 4</b><br>ART/ NATURE<br>10/2/21         | 4.9K  | 297    | 43 shares                   | 137              | 25+ yrs<br>29% Men<br>71% Women  |

Betts Truck Sides



Tourism, Graphic Designer & Betts were all extremely happy with the end result. The truck driver had to turn his two-way off due to being inundated with enquiry & comments. Chris Betts has now supplied a laminated sheet, obtained from Tourism, with all of the details of where the photos were taken, who the photographers are, what the sculpture is and which artist it was done by etc.. So the airwaves, along with the visuals on many highways between Adelaide, Brisbane, Melbourne and Sydney are being saturated with Walcha.

### Billboard – New England Highway

We have a 13 month flexible-plan on the ‘Saumarez’ billboard site on the New England Highway. David Waugh was the graphic designer and one of the photos used was taken by local Shelly Marchant. The thinking behind this idea is to entice tourists off the highway and down to Walcha. We have noticed at the moment, due to Covid, tourists are from a more local catchment and taking mini-breaks. Many visitors are travelling from a 2-4 hour radius from Walcha.

### Soundtrail Metrics

December 2020 and January 2021

| Soundtrail Metrics                |           |      |                      |           |      |                      |
|-----------------------------------|-----------|------|----------------------|-----------|------|----------------------|
|                                   | Jan 2021  |      |                      | Dec 2020  |      |                      |
| Total App Downloads               | 144       |      |                      | 116       |      |                      |
| Total visits to websites          | 264       |      |                      | 231       |      |                      |
| Metrics for individual sites      | App       |      | Website              | App       |      | Website              |
|                                   | Downloads | Open | View page on website | Downloads | Open | View page on website |
| Armidale Catholic Precinct        | 5         | 18   | 6                    | 2         | 21   | 3                    |
| Bingara                           | 8         | 18   | 8                    | 12        | 36   | 11                   |
| Goonowigall                       | 15        | 153  | 29                   | 9         | 30   | 47                   |
| Moree Baths Freedom Rides         | 4         | 7    | 7                    | 1         | 3    | 2                    |
| Moree Cemetary Aboriginal Diggers | 2         | 5    | 3                    | 2         | 5    | 0                    |
| Myall Creek                       | 9         | 21   | 31                   | 4         | 10   | 11                   |
| Nambour                           | 15        | 73   | 22                   | 5         | 15   | 19                   |
| Nanango                           | 4         | 11   | 4                    | 2         | 5    | 2                    |
| Walcha                            | 47        | 152  | 68                   | 29        | 125  | 78                   |
| Nimbin                            | 7         | 18   | 10                   | 4         | 23   | 22                   |
| Tenterfield                       | 20        | 71   | 39                   | 20        | 39   | 15                   |
| Uralla                            | 20        | 63   | 22                   | 10        | 39   | 12                   |
| Walgett Freedom Rides             | 3         | 5    | 4                    | 3         | 8    | 3                    |
| Warialda                          | 5         | 12   | 9                    | 8         | 21   | 2                    |

### Australian Street Art Awards

Walcha Tourism submitted an entry into the Australian Street Art Awards, best sculpture park category. We are thrilled to announce that have been selected as a national finalist and results will be revealed in early March. There will be associated national promotion of Walcha, the Open Air Gallery and Walcha Sculpture Soundtrail through this nomination.

**Susie Crawford**  
 Tourism Manager



## **5. Community Recovery Officer**

**December 2020 – January 2021**

### **Training and Events**

**Working Dog** workshops were held in Yarrowitch and Nowendoc in January. The idea behind these workshops was to connect and engage with like minded people and promote social engagement and recovery following the 2019/2020 bushfires.

In partnership with DPI Rural Recovery Officer, Red Cross and RAMPH this workshop targeted a broad range of both directly and indirectly affected residents of the 2354 postcode by the bushfires that affected our region.

Having support services available at the workshop enables the community to be informed of current assistances. The attendees are able to make new and renew current connections with other local residents, while gaining invaluable information and skills associated with working dogs to enhance and improve everyday work.

**Farm First Aid** through the Community Recovery Officer role it has been identified that the community would like assistance with practical skills and knowledge building, particularly around health and emergencies/disasters. On 2 & 3 December 2020 we ran a “Farm First Aid” one day course, with a mental health component in it. This was a one day course with people obtaining a HLTAID002 qualification. Participants were able to engage, catch up and also learn a necessary skill. We ran the 2<sup>nd</sup> December Course at Nowendoc which attracted 18 participants. On 3 December the location of the course was in Walcha which attracted 20 participants.

**Chainsaw Operations** training course were held in December and January. During the bushfires and post bushfires, various land holders and individuals assisted in clean up of fallen trees and green waste. An opportunity was seen within the CRO program to provide specific training to assist the community either prepare their properties for this fire season and any future disasters, whilst still providing a formal qualification and engaging the community.

As women played a large part in assisting their husbands/partners during the bushfires in some capacity, a women’s “Basic Chainsaw” 2 day course was run on the 16-17 December 2020. This was hugely successful and the five women that attended got a lot out of it.

On the 11-13 January 2021, a Basic Felling trees chainsaw course was run in Walcha and onsite for the practical component. This attracted five participants as well, which were from the broader Walcha community. The training was provided by a local certified trainer, and the participants obtained nationally recognized qualifications.

**Community Meeting at Yarrowitch** On 1 December 2020, stakeholders from DPI recovery Officer, Projects Team at Walcha Council, Hunter New England Health, Bushfire Clinicians, Service NSW, NBRA and Business Australia (Di Gray) held a community meeting at Yarrowitch hall. This meeting was aimed at engaging the community to discuss what they’d like to see at their hall-developments/improvements to the building or social activities and the communities wants and needs in bushfire recovery. It was well attended with over 25 people in attendance.





**Additional information**

Tree stacks and fallen trees on side of Kangaroo Flat Road, Yarrowitch which numerous residents were concerned over a potential fire hazard have been “stacked and burnt”. This was able to be completed in December due to lower temperatures and consistent rainfall.

The development, writing and implementation of the Council led Community Grants Program (guidelines and application) was completed during December and January. I worked with community groups and helped with their enquiries and concerns around meeting the guidelines with their events/activities.

Projects Manager and I travelled to Yarrowitch and Nowendoc to carry out Evacuation Centre audits on the local halls. These were included a catch up with Council’s LEMO and Local Emergency Management plan reviews and Recovery Planning.

The roll out of the Summer Movies Program of eight movies to be shown around the Walcha LGA commenced in December. We have show six movies so far, with the largest success and turn out being at the Yarrowitch Hall (photo below) which was very well received by the community.



The Get Ready logo and branding has been approved for Walcha Council and we are now in the process of planning the “Get Ready Preparedness sessions to be held in February and March. It will involve emergency services and DPI and NBRA officers as well to assist in disaster and recovery planning.

**Brooke Jeffery**  
**Community Recovery Officer**

**RECOMMENDATION:** that items included in the Community & Tourism Management Report be **NOTED** by Council.



# Item 10:

# Committee Reports



# Walcha Council Aboriginal Advisory Committee Meeting

held on

Wednesday, 03 February 2021

at

11:38am

at

Walcha Council Chambers

**PRESENT:**

Clr Eric Noakes (Chairperson), Clr Jennifer Kealey, Anne Moddero, Gary Towney, Sue Green and Karen Bloomfield.

**1. APOLOGIES:**

Gary Bloomfield, Katrina Bloomfield, Raggae Towney and Tyler Stackman, Mark Davies

The Committee **RESOLVED** on the Motion of Towney and Green that the apologies be accepted.

MINUTES



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## **2. MINUTES OF THE PREVIOUS MEETING:**

The Minutes from the Meeting held on Thursday, 28 March 2019 were CONFIRMED.

RESOLVED on the Motion of Bloomfield and Towney that the minutes be accepted as a true and accurate record.

## **3. BUSINESS ARISING**

As per agenda items in section 4.

## **4. GENERAL BUSINESS**

**4.1 Walcha Local Government Area Signage approval of final design – Attachment B**  
Entrance signs reviewed and discussed – agreed to correct spelling to Dhanang (currently Danang).

Locations discussed. Committee members confirmed that all Walcha LGA boundaries are within Dunghutti Country locations at the shire boundary are suitable.

RESOLVED on motions of Towney and Bloomfield that to support the concept design and the proposed sign locations at the Walcha shire entrances; and Committee members will take the concept design and the proposed location details to the Amaroo Local Aboriginal Land Council meeting for review and endorsement; in addition to consulting with local elders.

### **4.2 Apsley Falls Entrance Project**

Clr Kealey briefed the Committee regarding the meeting held 03 February 2021 on site about the project. This project will be owned by National Parks and supported by AAC and Council.

ACTION for individual contact details of the AAC to be provided to National Parks project team with regards to this project (Action for Clr Kealey)

Mr Towney requested that Kenny Morris is advised of the project and invited to participate.

### **4.3 Apsley Falls Soundtrail update**

ACTION for individual contact details of the AAC to be provided to Susie Crawford for contact regarding the Soundtrails project (Action for Clr Kealey)

### **4.4 Sculptures – Shirley Davison Bridge and Apsley Falls entrance**

Original intention for Tyler Stackman to create sculptures for these locations under the guidance and mentorship of Stephen King. Committee noted that there are additional local artists available that may wish to be involved. ACTION for AAC members to consult with local community to confirm names and details of local artists that would like to be involved in the project either as mentor or mentee.





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ACTION Committee members noted that contact should be made with elders and the Davison family before developing the concept for the work to be placed at the Shirley Davison bridge. (assigned to Karen Bloomfield).

ACTION Clr Kealey to advise Stephen King that all work on both projects is on hold until the AAC members can provide feedback on above actions at the next meeting.

#### **4.5 Mill Hole – traditional name**

Clr Kealey noted that she had been approached by community members that would like to see the traditional name of the mill hole displayed at the location. Committee members in favour of this location and to use more traditional language to be used around town.

ACTION for Committee members to discuss traditional name with elders to confirm correct details. Ms Green recalled it being called “Wolka” meaning deep water hole, and Mr Towney and Mrs Karen Bloomfield noted it is said to be the final resting place of the rainbow serpent.

#### **4.6 Council material – text to be used**

Website Text: ACTION for summary of website text to be emailed to AAC members to consult further and bring back to next AAC meeting.

Published Reports: ACTION: General Manager to email text from current published reports regarding Dunghutti history. AAC to consult further with others and provide feedback back to AAC and GM.

Acknowledgement of Country proposed for Preschool, RESOLVED on motions of Mrs Karen Blomfield and Mr Towney that the Committee supported the proposed content, with the inclusion of Welcome to Dunghutti Country in language “Dhanang Dunghutti Barri” at the start.

#### **4.7 Additional Item – Historical Society**

ACTION for Mayor Noakes to discuss a proposal for an informative plaque to be placed at the glassed tree managed by the Historical Society.

#### **4.8 Additional Item – Woolbrook Cemetery**

ACTION General Manager to confirm Council responsibility regarding cemetery maintenance and any options for locations where chairs / seating can be installed. Committee members noted that they currently mow the area themselves.

Committee noted that the General Manager and Mr Towney had previously discussed Council support to auspice funds for a grant to improve the Woolbrook cemetery. This work has commenced.



**4.9 Additional Item – Acknowledgement of Country**

RESOLVED on the motions Ms Karen Bloomfield and Mr Towney to introduce an acknowledgement to country at the commencement of Council meetings. The acknowledgement is as per below:

*We acknowledge the Dunghutti people as the traditional owners of the land that we meet on.  
We pay our respects to the Elders, past, present and emerging. We acknowledge and recognise their continuing connection to the land, water and community of which we are a part.*

**5. NEXT MEETING**

Friday, 14 May 2021 at 1:00pm.

**THERE BEING NO FURTHER BUSINESS THE CHAIRPERSON  
DECLARED THE MEETING CLOSED AT 1:10PM.**



# Walcha Council Tourism Advisory Committee Meeting

held on

Friday, 12 February 2021

at

9:00am

at

Walcha Council Chambers

## **PRESENT:**

Clr Jennifer Kealey (Chairperson), Lisa Kirton (Tourism Officer), Susie Crawford (Tourism Manager), Patrick Lupica (NPWS), Casper Ozinga, Louise Clarke, Neil Smith

## **1. APOLOGIES:**

Jane Morrison, Vanessa Arundale

## **2. MINUTES OF THE MEETING HELD ON 26 NOVEMBER 2020:**

The Committee **RESOLVED** on the motion of Clarke and Crawford that the minutes of the meeting of the Walcha Council Tourism Advisory Committee held at Walcha Council Chambers, 26 November 2020, copies of which were distributed to all members, be taken as read and confirmed a **TRUE** record.

Committee Minutes



### **3. BUSINESS ARISING:**

#### **3.1 Apsley Falls entrance upgrade**

A Project meeting was held at Apsley Falls. The Landscape architect attended and will come up with 2 or 3 concepts. All present agreed on revegetation, provisions for a sculpture and the arch was discussed. Peter Murray to do an engineering assessment. Structural integrity of arch needs to be assessed. Representatives from local Aboriginal community will head out next week for comments and conclusion. Sculpture will link into aboriginal cultural themes, incorporating local rock / slate.

NPWS are upgrading campground, provision for 4 or 5 more sites. End car park near main lookout – bollards need replacing, provision for longer vehicles. Stairs were condemned geologically and structurally months ago by independent engineers. These will be pulled out mid-March by a contractor. Signage will be upgraded out there to include information on the history of the stairs. NPWS are upgrading main signage board. A suggestion was put forward for a half size board at main falls. Raised for discussion the inclusion of indigenous culture in the upgrade of Apsley Falls.

NPWS have started to collect statistics on number of visitors at Apsley and Tia Falls with the person counter being resurrected. It is an infrared tube that clocks up people and went out in October/November. Over Christmas / New Year time it clocked a staggering 9000 people. Suggested this would be a great good news story to put together for Advocate.

#### **3.2 Soundtrails at Apsley Falls**

Apsley Falls Soundtrail will be produced by highly regarded ABC producer, Nicole Curby. It was suggested that we archive these sound files with the National Library and also get a copy of the files for Council files.

**ACTION: Tourism staff to undertake to follow up the process for inclusion in national files and also a copy in Council files.**

#### **3.3 Mountain Bike Track signage**

The Walcha Town & District Beautification & Tidy Towns Committee are taking the lead on Ohio site development and are in conversations with Chris Feltham. They have a grant application submitted. It was suggested to have one of the slow tourism videos to include mountain biking.

#### **3.4 Cycle Tourism proposal**

Tourism staff to develop Cycle Tourism proposal into a report to be presented to Council for consideration. Talk to Chris Feltham and David Waugh for input. NPWS have some other bike ideas – a network of trails out to Winterbourne and Table Top which could be set up very low maintenance.

#### **3.5 Truck sides and Billboard**

The Walcha tourism Betts truck sides have attracted huge interest. A Facebook post launching the new truck sides reached 17.8K people and had 125 shares and 956 on-shares. The truck has been spotted by numerous people on its travels.

#### **3.6 Tourism social media pages**

Both Walcha tourism Facebook and Instagram pages are attracting more and more followers each week. The Facebook page had approximately 300 followers prior to starting our slow tourism video campaign in October. Followers are now at 791. Attached are the statistics



from our Facebook page showing the reach and positive impact these videos are having on attracting and connecting with visitors.

### **3.7 Electric charge point**

Walcha is on the list to have an electric charge point installed by NRMA. Major highways have been attending to first and NRMA will inform us when they are due to come to Walcha.

### **3.8 Caravan Access to Water**

The issue of poor hygiene for caravans filling up drinking water vessels at the Dump point was raised at our last meeting.

**RECOMMENDATION of this Committee to Council to provide a dedicated drinking water refill point separate from dump point tap.**

### **3.9 Possible future grant projects**

Boundary signage

Sculpture entry sign at Apsley Falls

Footbridge over the Apsley

Providing temporary accommodation for special events

Labels or QR codes on OAG works

Cycle Tourism proposal

## **4. GENERAL BUSINESS**

### **4.1 Advisory Committee – Christmas decorations**

Discussed the issues and concerns raised around the Christmas decorations 2020 and the unsatisfactory process to be given consideration in time for a better outcome for 2021. It was suggested that digital projection technology, if done right, can be very tasteful.

### **4.2 Carsons Lookout**

Discussed the possibility of having the information board updated at Carsons Lookout.

**ACTION: Tourism staff to investigate options and talk to Mid-Coast Council.**

### **4.3 Cobcroft Walk**

Louise Clarke wanted to draw out attention to the Cobcroft walk. It is an absolutely beautiful, spectacular walk and bird watchers love it.

### **4.4 Terms of reference for 355 Committees**

All Council 355 committees are reviewing their terms of reference. All members will receive code of conduct and, conflict of interest training.

### **4.5 Committee Resignation**

Note Neil Smith's contribution to this Committee since 2012. He will still be promoting Walcha but will resign from the Committee.

## **5. NEXT MEETING**

Thursday, 20 May 2021.

**THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 11:07AM.**



# Walcha Council Community Care Advisory Committee



To be held on

Wednesday, 17 February 2021

2.00pm

at

Walcha Community Care Office  
11S Middle St, Walcha

Members:

Clr Kevin Ferrier

Director Community and Tourism – Karen Kermode

Community Care Coordinator – Jess Goodwin

Community Care Officer (MOW) – Denise Wall

Meals on Wheels Provider – Richard Williams (Apsley Riverview)

Independent Community Care Service Provider – Debra Sweeney

Community Representatives – Ron Denham, Sue Reardon, Syreene Kitchener,  
Pat Laurie and Davina Young.

Quorum – 6 Members to be Present

Function of the Committee:

To advise Council on policy matters and strategic issues regarding the management of Walcha Council Community Care.

The Committee is to function under the relevant provisions of the *Local Government Act 1993* and Council's Section 355 Committees Policy.

COMMITTEE MINUTES





The Chairperson declared the meeting open at 2.15pm.

**Item 1**

**In attendance:** Councillor Kevin Ferrier (Chairperson), Karen Kermode, Jess Goodwin, Denise Wall, Sue Reardon, Ron Denham and Pat Laurie.

**Apologies:** Syreene Kitchener, Davina Young, Debra Sweeney and Richard Williams.

**Item 2 – Previous Minutes**

The minutes of 28 August 2020 were read and taken as a true and correct record of the meeting.

**Item 3 – Business Arising**

The Walcha Council Community Care and Early Intervention version 4 policy manual has been adopted by Council.

**Item 3 – Business Arising**

The policy manual has been adopted by Council.

**Item 4 – Community Care Coordinator Report**

**4.1 Summary of 2020**

The year 2020 has been a tumultuous one, with a huge amount of change and adaptability required for everyone but particularly for the Community Services sector. Bushfires, drought and Covid-19 have made the provision of service to be both a priority and a significant challenge in terms of delivery. The age and associated vulnerability of our participants at Walcha Council Community Care (WCCC) has added a level of heightened precaution to our programming. This review will cover the steps taken to address these concerns as well as how we worked to meet government restrictions and guidelines during a global pandemic.

We began the year with the threats of bushfire to our township, as well as an extremely hot summer. Programs commenced at the end of January and included some local excursions as well as in-house morning teas. These were quite well attended but had to be kept within the local area as the bushfire threat made it too dangerous to go further afield.

In March the COVID-19 lockdowns began and all CHSP programs ceased as of late March. The WCCC offices were occupied by one staff member per zone per day and cleaning of all touch points and desks were completed multiple times throughout the day. This meant that services from WCCC had to be dramatically changed. Our clients were still reliant on our services, some even more so than before, and the isolation had a profound effect on the elderly population. To try to counteract this, WCCC implemented a phone call system that meant that all clients received



wellbeing calls on a weekly basis, or as requested. This was then accounted for as Individual Support and provided some much needed comfort and human interaction. Meals on Wheels continued to operate but under strict guidelines that included the services being done exclusively by staff until August, when one volunteer returned to assist. Meals were delivered to individual baskets at the front door and contact was extremely limited between staff and clients and all PPE precautions were taken at all times.

Bus services also stopped during this period but medical drives were still available to our clients. While the demand for these dramatically decreased (due to specialists shutting down due to COVID-19, as well as Telehealth becoming more available), our volunteer drivers were still able to perform this service by providing all clients with a mask, hand sanitiser and seating them in the rear of the vehicle.

The CHSP programs began to come back online as of the beginning of July, in conjunction with the lifting of isolation restrictions across NSW. The rooms were assessed as being able to hold a maximum of 23 people at a time and additional cleaning measures were taken throughout the day to comply with Government regulations. All participants had their temperatures taken on arrival and had to sign in with their contact details. Temperatures at or over 37.5 degrees were considered high risk and would be denied entry to the service, with said participant then encouraged to see their GP as soon as possible and to receive a Covid-19 test before returning. We have not, as yet had to enforce this protocol.

Morning teas began at this point and limited services were available. Due to not having a Coordinator on site at this point the programming was restricted. The interim Community Care Coordinator, Jessica Goodwin began on the 14<sup>th</sup> September and commenced with a new calendar beginning at the start of October.

As of October, excursions to surrounding areas as well as locally have been offered. There have been 3 excursions per month, one for the men's group, one for the women's group and one open to all participants. The Covid-19 safety plan for the bus was assessed and it was determined that we could return to capacity as long as all participants wore masks, sanitised regularly and had their temperature checked. The bus was also cleaned by Covid-19 NSW Health protocol between trips, with a high focus on touch points.

The Quilting group continues to use the WCCC rooms on a Monday and more work was done to sign up the members that were eligible for My Aged Care. There are now 5 members signed up who are attending multiple activities and allowing for the funding to be claimed for the Quilting group.

Cards also continue to be on every Tuesday and the numbers fluctuate between 3 and 8. The core members attend consistently and seem to thoroughly enjoy their time.





The introductions of art classes with Sue Jackson volunteering have begun to be popular, although they have been intermittent at this point as Sue has been unwell. These will continue to be offered fortnightly on Wednesday's and have a core group of women who enjoy the instruction and skill building.

The most successful new program has been the fortnightly Friday lunch that we have named Community Café. The team cooks a meal and sets up the room as a café and members can come and have a meal and a catch up with friends for a \$10 contribution. This was implemented as a way to ensure our more isolated clients have access to social interactions and also have a nutritious meal that they may not otherwise cook for themselves. This program consistently has at least 12 participants come and has had as many as 20.

The regular excursions, morning teas and additional programming have assisted in building our numbers and reengaging the clients that had not returned following the lifting of lockdown. The team continues to work on engagement with our elderly community, with the goal being to ensure that all community members over the age of 65 are aware, and know how to access our program.

### **Program Numbers for December**

**Meals on Wheels:** We had a total of 17 clients receiving meals over the month of December. There has been a very positive response to the meals and we are anticipating numbers to increase in 2021 following on from the positive reviews the program has received from the community within the Apsley Advocate.

Hot Meals- 232

Frozen Meals- 96

Desserts- 136

**Group Programs:** Program numbers continue to increase and there have been a number of clients that were archived that have asked to be reinstated into the programs based on the reviews of their peers.

**Women's Group:** The Women's Group was very excited to go plant shopping in Guyra!

9/12/2020- Black Mountain Nursery Excursion. 14 participants

16/12/2020- Morning Tea. 14 participants

**Men's Group:** Bacon and Egg rolls in the park for the last morning tea of the year.

8/12/2020- Morning Tea. 14 participants

22/12/2020- Excursion cancelled due to weather and staffing shortage.



**Wanderer's Group:** Lunch out as a group to celebrate the upcoming holidays.



23/12/2020- Excursion to Bendemeer Pub. 5 participants.

**Card Group:**

1/12/2020- 5 participants

8/12/2020- 4 participants

**Christmas Party:**

2/12/2020- 36 participants

**Quilting Group:**

14/12/2020- 3 participants



**Individual Social Support:** This was provided for clients as requested.

Total hours: 6.25hrs. Number of clients accessing ISS: 6

**4.2 2021 Planning Report**

Programming in community services has had to have a huge overhaul in the wake of COVID-19 and the government requirements that services are now required to meet. As a result, there was a natural change in how Walcha Council Community Care operated for the rest of 2020. This has run into 2021 and will continue to inform our policy and practices for the foreseeable future. The team has developed a monthly program that allows for as many varied options for our clients as possible and gives a wide range of opportunity for social interaction, individual social support and skill development.

Our monthly calendar includes excursions for men's group, women's group and a monthly joint excursion open to all clients. There will also be additional options as the opportunity becomes available. These excursions are usually restricted to one bus, unless there is high request in which case we book the other 12 seat bus that the Council has in operation. Excursions are typically held on a Tuesday and Wednesday as per the new bus timetable and are restricted to the New England region unless there is a highlight event that we can make into an overnight option (COVID-19 guidelines permitting). We are currently working on a monthly visit to various local homesteads, which has proven to be very popular.

Sue Jackson, who is volunteering for the program and is currently studying a degree in fine arts, has begun offering art classes on the alternate Wednesday's to the Women's Group options. These are steadily gaining in interest and numbers continue to rise.

Monday's are booked for the local Quilting Group and we have been making progress in signing up the various members so that we can claim the hours through our funding. This has been a great contribution to the community and has assisted us in gaining participants in other aspects of our programs, building our volunteer base



and encouraging joint ventures with other organisations, including the group making Christmas stockings for the residents of Apsley Riverview. We are then able to publish stories in the Advocate around these ventures which highlights our program and grows awareness in our community.

We have been holding a craft group once a month and the participants bring their projects from home to work on together. The group is also in the process of planning and designing an entry for the Walcha show.

Wanderer's Group is continuing once a month, although the day has been moved to a Tuesday to accommodate bus availability, as we have a higher level of participation when there is an excursion. Future planning is revolving around culturally significant locations in the New England area, with the hope of encouraging people to attend.

Barbara Dunn and Howard Greenwood are now coming to the centre once a month to play live music and have a singalong with our members. Barbara has provided music books and they also bring their instruments and a number of percussion options for the group. Other local performers will be invited to attend as we move forward.

Card group continues to operate every Tuesday from 1pm and has an attendance between 4-6 people consistently. As they are in the centre for 4 hours and as the cost of their attendance is minimal it is a good service for our funding requirements and the regulars very much enjoy it each week.

As a part of our reablement and encouragement of independence for our seniors, we have begun to offer 1:1 I.T appointments for our clients. We encourage them to bring their various forms of technology to the centre and we spend an hour with them, answering their questions, demonstrating how to do various tasks on their devices and assisting them in creating a social media profile when required. This has been quite popular so far and everyone who has been in for an appointment has rebooked for more sessions. We have been charging \$13 per hour as a contribution on top of the hours claimed and it has been a great service to hold in between group programs.

Our most popular new program so far has been the Community Café and this will continue to feature twice a month (where possible). Many studies have shown the lack of care that people living alone take in preparing food for themselves, and an affordable options with their peers has taken preference over a sandwich at home. Our number for this service continue average about 14 each time and everyone is enjoying trying to guess what the next option will be.

Meals on Wheels continues to thrive, with our numbers increasing every month. All of the volunteers have now completed training and their documentation requirements and we have a monthly roster that will begin on 1 March 2021.



Overall our services are much more focused on small, regular gatherings and individual options. Having a wide range of choices means that there is something for everyone and it is easy for the program to develop and change over the course of the year to allow for weather, restrictions and the needs of our community. So far this has proven to be popular and the clients have enjoyed being a part of the development process.

While COVID has decreased many of the choices that we had previously, it has also allowed for us to develop a much more person-centred approach that is created with the participation and influence of the people who attend and is being met with enthusiasm from all avenues. This is being seen in the clients who have requested to come back to the service after a lengthy hiatus, new members signing up every week and the number of attendees that continue to attend.

While this program is showing success, it will continue to be reviewed and revised on a monthly basis to ensure that it is meeting the needs of our clients, is operating within budget and is serving our community to its fullest capacity.

#### **Item 5 – Feedback and Complaints – Summary of 2020**

With the exception of one complaint (quickly resolved), the feedback over the course of 2020 was overwhelmingly positive. The highlights included two thumbs up in The Advocate, one for group programming and one for Meals on Wheels. We also saw a very enthusiastic reaction to the clients receiving personalised birthday and Christmas cards and we got many phone calls, thank you notes and even some original artworks gifted to the centre to show appreciation. The cards also became a catalyst for some archived clients to rejoin the program as well as the positive reviews from current clients that have encouraged their friends to join up as new clients as well.

To continue to encourage this interaction with the clients, WCCC will continue to send out the birthday and Christmas cards throughout the year. We have also been sending cards for condolences, get well soon and congratulations when appropriate. To ensure that we document this correctly, a case note is added to the clients file anytime they are sent a personal note. We have also created a spreadsheet that will allow us to accurately document all feedback and have a scrapbook for all mentions that we have in the media.

During our morning teas each month the clients are encouraged to provide feedback in all forms and are included in the development of the program. They then give us their views on the various options that are available in the coming weeks and point out areas of concern or potential struggle that may impact on attendance (stairs, weather, lack of seating). From there, we map out different ways to overcome any obstacles and keep our members involved in the process. This allows for our





participants to be an integral part of developing their own program for the month and gives them a sense of ownership over the choices that are made.

The benefit for the program in having this input means that we can closely track the interest of the participants and to quickly rectify any areas of concern. It also allows us to ensure that the programming is directly informed by the clients and allows for greater levels of success, which also benefits our funding when claiming hours of service through the CHSP.

## **Item 6 – General Business**

### **6.1 Community Transport Bus Timetable- A Review and Trial Amendment**

After working with the previous timetable for the remainder of 2020, there were some areas that became clear could use some review and potential revision. As such, a trial of a new timetable was proposed and implemented to see if it would be a more streamlined and cost effective.

Some of the areas that were identified as needing change were:

- A lack of bus availability for the men's group on a Tuesday.
- Clients pay day typically happens on a Thursday, leaving them without the financial capacity to go to Armidale on a Tuesday.
- Food pantry requiring an additional bus driver shift for an extra day twice a month.
- Staff numbers being uneven during the week, leaving a lack of flexibility within the overall program.

The changes that have so far being trialled are focused around a change to the timetable that includes:

- The local run is now on a Monday
- Food Pantry run is also on a Monday at a slightly later time
- Armidale run is now on a Thursday

These changes have been done in consultation with the clients that utilise our services regularly to ensure that everyone was comfortable with the change. The regular Armidale clients were more than happy with the change, with many of them stating that they preferred a Thursday as it worked better with their budget and their payment schedule.

The weekly local run clients were happy to move their days to a Monday as they were not prohibited by their pension dates. In moving the Food Pantry to a slightly later time this allowed for both runs to be completed without an additional shift be required and raised the amount of outputs for our funding body.



In making these changes we also have the bus available for our men's group, as well as our additional excursion each month on a Tuesday. As the old bus will likely be out of commission before the end of the year, this makes sense as our excursions meet a large amount of our funding requirements.

These changes also mean that we have a more evenly spread staff base across the week, which covers sick leave and RDO's with minimal requirement for additional staffing to cover. At the time of reporting, this has proven to be an effective means of managing staffing costs.

A review of the new schedule has been planned for the end of the financial year and will continue to be assessed on a monthly basis.

The Council website, service brochures, and signage will be updated to reflect these changes.

## **6.2 Committee membership**

Many members have been a part of this advisory committee for many years. Davina Young has indicated that she would like to step down from our Committee. An advertisement will be placed in the local media calling for new members, and highlighting our desire for a differently abled person to join this Committee.

## **6.3 Parking at Walcha Council Community Care**

Councillor Ferrier has commented on the lack of parking for the WCCC service. The car park is shared between our service and the hospital staff quarters. This means some days there is little parking available for our clients who are elderly, many with mobility issues. WCCC has received complaints about this issue in the past from our clients. These complaints have been forwarded onto the Walcha Health Service Manager.

Councillor Ferrier would like Council to make representation to Hunter New England Health Service to see if a solution can be found.

**RECOMMENDATION: The Council write to Hunter New England Health Service to investigate parking solutions at the WCCC site.**

## **6.4 General Discussion**

The group held discussions on the Christmas party. Feedback from Committee members was that the attendees would like to have seen a local caterer for the day. Jess explained that there are no local caterers that would be able to work from the showground location. COVID numbers restrictions meant that we needed to have a large venue, which discounted the Bowling Club. If the COVID restrictions are still in force in December 2021, she will look at having individual party's for each group.



Councillor Ferrier has offered to attend a women's group morning tea to speak about his past history and how he found himself living and raising his family in Walcha.

Jess Goodwin has organised for the Community transport bus to be available on show day 2021, to assist our transport customer access this local event.

**Item 7 - Next Meeting Date**

A meeting date was not set. It will be called in approximately 3 months when it fits within the Directors schedule.

Being no further business, the Chairperson declared the meeting closed at 3.00pm.





# Item 11:

# Delegate Reports

## Walcha Community Consultative Committee Meeting Minutes Tuesday 09 February 2021 – Council Chambers at 12:10pm

**Present:** Vicki McIvor, Bill Heazlett, Jed Whittig, Ron Denham, Mary Hoare, Lyn Smith and Lloyd Levingston. Senior Constable Jed Whittig welcomed and introduced.

**Apologies:** Sergeant Brock Freeman, Belinda Burton, Bob Burnell, Susan Manttan and Peter McNeill. Moved Denham Seconded Smith

**Previous Minutes:** Circulated by email.

### Business Arising:

- Vicki has been talking to a Traffic Committee member [the engineer] re 80km speed limit along Darjeeling Road past the 50km sign and out to the Highway. Our Committee suggested this quite some time back. It was advised that an 80km limit is being discussed for Thunderbolts way near Betts Transport area approaching town toward the 50km limit. A letter of support to be written. (Moved: Denham Seconded Levingston)
- CCTV - The GM is investigating the costs of installing and running the system with the advice and support from Tamworth Regional Council. Police will have live access to this. Council has all ready agree for an alcohol free zone in the main area. Signs to go up shortly. In Walcha it was considered that 4 cameras would be adequate (1. Caltex-Aspley motors, 2. Skate Park, 3. McHattan Park, 4. Aspley Arms Hotel. There has been discussions between Council and the Police on whether it may be of benefit to have several trees removed along the levee bank near the Skate Park and added lighting so the Park is not so secluded and can be viewed from the bridge area. The Committee is to write to Council to support instillation of CCTV in Walcha.

### Reports:

SES REPORT: None

POLICE REPORT BY Snr Const Jed Whittig:

Pleasing to report that despite COVID restrictions there were no cases of domestic violence. The Government is to announce shortly that a Police Officer has been selected for Walcha Road leaving one vacancy to fill. There has been little crime, however, there has been a spate of vandalism at the skate park area [including setting bins alight]. Police visit the Central School regularly to give talks

### General Business:

- Ron Denham again expressed concerns about speeding down Fitzroy St from Tamworth. Lloyd Levingston concerned about speeding on Aberaldie and other rural roads. Police are aware and endeavouring to catch the 'Hoon'.
- Missing items after an accident away from Walcha to be investigated.
- Bill gave a briefing about the 'Community Hub' concept. A combination of Library, youth facilities and any other community needs. Council have already rejected:- the initial concept for a purpose built building;- the RSL site [now going to auction];- not proceeding to acquire block next to Library.

**Meeting closed:** 1:00pm.

**Next meeting:** Tuesday 12 May at 12 noon in the Council Chambers.



# Item 12:

# Questions with Notice



There are no Questions with Notice items for  
February 2021



# Item 13:

# Referral to Closed Council Meeting



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**Item:** 13A **Ref:** WO/2021/00582  
**Title:** Referral to Closed Meeting – Request for Discount on Waste Depot Fees  
**Author:** General Manager  
**Previous Items:** Nil.  
**Attachment:** Nil.

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**Introduction:**

Council approval is sought for matters to be discussed in Closed Council.

**Report:**

Council approval is requested to refer matters for discussion in Closed Council and close the Meeting to the public in accordance with the provisions of Section 10 of the Local Government Act, 1993.

Approval to refer the matter to Closed Council is sought because the reports relate to personnel matters concerning particular individuals (other than Councillors).

**RECOMMENDATION:** That, in accordance with the provisions of Section 10 of the Local Government Act, 1993, the matter of Request for Discount on Waste Depot Fees BE referred to be discussed in Closed Council and close the meeting to the public for the reason that the report relates to personnel matters concerning particular individuals (other than Councillors).





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**Item:** 13B **Ref:** WO/2021/00583  
**Title:** Referral to Closed Meeting – Evaluation of Tender for Walcha Truck Wash Bay Facility AND Delegation to General Manager to Sign Memorandum of Understanding with Local Land Services for Moona Winterbourne Linear Barrier Fence  
**Author:** General Manager  
**Previous Items:** Nil.  
**Attachment:** Nil.

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**Introduction:**

Council approval is sought for matters to be discussed in Closed Council.

**Report:**

Council approval is requested to refer matters for discussion in Closed Council and close the Meeting to the public in accordance with the provisions of Section 10 of the Local Government Act, 1993.

Approval to refer the matters to Closed Council is sought because the reports relate to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

**RECOMMENDATION:** That, in accordance with the provisions of Section 10 of the Local Government Act, 1993, the matters of Evaluation of Tender for Walcha Truck Wash Bay Facility AND Delegation to General Manager to Sign Memorandum of Understanding with Local Land Services be referred to be discussed in Closed Council and close the meeting to the public for the reason that 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.