



BUSINESS PAPER
ORDINARY MEETING OF COUNCIL

To be held on

Wednesday, 24 November 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

Submitted to Council: 24 November 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 November 2021** commencing at **3:00pm**.

Yours sincerely

Barry Omundson
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.

ACKNOWLEDGEMENT OF COUNTRY:

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.

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6. Senior Officers' Reports
 - 6.1 Quarterly Budget Review of Operational Plan & Budget as at 30 September 2021 WO/2021/04606
 - 6.2 Walcha Council Customer Charter WINT/2021/09573
 - 6.3 Request for Sponsorship – Yarrowitch Rodeo Inc – Jackpot Campdraft WO/2021/04637
 - 6.4 Grants for Junior Coaching Clinics WO/2021/04632
 - 6.5 Arrangements for Christmas for Council Staff 2021 WO/2021/04626
 - 6.6 End of Term Report 2021 WO/2021/04696



7. Notice of Motion

7.1 Nil

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/2021/04507
9.2 Infrastructure	WO/2021/04506
9.3 Environment & Development	WO/2021/04451
9.4 Community & Tourism	WO/2021/04564

10. Committee Reports

- 10.1 Minutes of the Walcha Council Capital Advisory Committee Meeting held on Monday 25 October 2021 at the Council Chambers, Hamilton Street, Walcha. WO/2021/04305
- 10.2 Minutes of the Walcha Council Community Care Advisory Committee Meeting held on Monday 15 November 2021 at the Walcha Community Care Office, Middle Street Walcha. WO/2021/04607

11. Delegate Reports

- 11.1 Minutes of the Country Mayors Association of NSW General Meeting held at the LGNSW Board Meeting Room, Margaret Street, Sydney on Friday, 05 November 2021. WI/2021/17302
- 11.2 Minutes of the Country Mayors Association of NSW General Meeting held at the LGNSW Board Meeting Room, Margaret Street, Sydney on Friday, 05 November 2021. WI/2021/16749

12. Questions with Notice

Nil.

13. Reports to be Considered in Closed Council

Nil.

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.

Resolution to move into Open Council.

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



Present:

Leave of Absence:

Confirmation of the Ordinary Meeting Minutes held on Wednesday, 27 October 2021:

Matters arising from the Minutes of the Ordinary Meeting held on Wednesday, 27 October 2021:



Item 2: Previous Minutes



ORDINARY MEETING OF COUNCIL

held on

Wednesday, 27 October 2021

at

3.05pm

at

Walcha Council Chambers

The Audio Statement and Acknowledgment of Country were read by the Chairman.

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

IN ATTENDANCE: Mr Barry Omundson – General Manager, Mrs LJ Latham – Director Environment & Development, Mrs KMD Kermode – Director Community & Tourism and Mrs EL Hobbs – Executive Assistant.

1. LEAVE OF ABSENCE:

54 **RESOLVED** on the Motion of Councillors Heazlett and Kermode that the Leave of Absence received from Clr Ferrier, due to illness, be **ACCEPTED**.

MINUTES



2. CONFIRMATION OF THE ORDINARY MEETING MINUTES HELD ON WEDNESDAY 29 SEPTEMBER 2021:

55 **RESOLVED** on the Motion of Councillors Kealey and Wellings that the Minutes of the Ordinary Meeting held on Wednesday, 29 September 2021, copies of which have been distributed to all members, be taken as read and confirmed a **TRUE** record.

3. BUSINESS ARISING

Item 6.2 Request for Waiver of Excess Water Charges – Walcha Bowling Club

Clr Lyon asked “Have we had any correspondence from the Bowling Club since we have informed them?”

General Manager advised that he was not aware of any.

4. DECLARATIONS OF INTEREST

Item 6.2 Draft Amendment to Walcha Development Control Plan

Clr Blomfield declared a pecuniary interest in this matter due to being a Director of Walcha Wind Pty Ltd and is also affiliated with Winterbourne Wind.

Part of Vestas wind farm at Winterbourne.

5. MAYORAL MINUTE

56 **RESOLVED** on the Motion of Mayor Noakes and Councillor Kealey that the Mayoral Minute be discussed in Closed Council due to the report relates to personnel matters concerning particular individuals (other than Councillors) as per the Referral at 13A.

6. SENIOR OFFICERS REPORT

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

6.1 Request for Reclassification of Thunderbolts Way and Topdale Road from Regional Roads to State Roads WO/2021/04245

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

1. **ENDORSE** the nominations of Thunderbolts Way and Topdale Road for reclassification from Regional Roads to State Roads; and
2. Attached letters of support to accompany the applications for the reclassification.

6.2 Draft Amendment to Walcha Development Control Plan

WINT/2021/08887

Clr Blomfield left the Chambers and took no part in the debate.

Motion:

It was **MOVED** Clr Lyon **Seconded** Clr Kealey that Council:



1. Adopt the *Draft Amended Walcha Development Control Plan 2019* which includes the following amendments:
 - a. Minimal editing and word changes to correct grammar, identification of development controls and to ensure state agency referencing is correct
 - b. Clause 14.6 – Visual Amenity Impacts– Replace the reference to the Australian Wind Energy Association and Australian Council of National Trust’s *Wind Farms and Landscape Values: Stage 1 Report – Identifying Issues, March 2005, Appendix B: Wind Farms and Landscape Values: Final Issues Paper* has been changed to the current guideline being NSW Planning, Industry & Environment *Wind Energy Visual Assessment Bulletin For State significant wind energy development December 2016*.
 - c. Clause 41.6(1) - Replace the reference of axis with sector.
 - d. Clause 14.4 - Inclusion of a stated position for State Significant Development in the objectives.
 - e. Clause 14.6(b)(iii) – Extend the wording to include damage, degradation or disruption to groundwater.
 - f. Clause 14.6(u) – Extend the wording to state that Decommissioning Bonds will be considered based on the individual merits of the development.
 - g. Inclusion of Clause 14.5(n) regarding cumulative impact assessment including power line construction.
2. Prepare a further amendment to the *Amended Walcha Development Control Plan 2019* in regards to all renewable energy development.
3. Include provision in any future Section 7.11 Development Contribution Plan for a contribution for renewable energy development.
4. Amend the Walcha Local Environmental Plan 2012 by ensuring all Land Use Tables reflect the provisions of all relevant State Environmental Planning Policies

An **Amendment** was **MOVED** Clr Kealey **Seconded** Clr Heazlett that Council:

1. Adopt the *Draft Amended Walcha Development Control Plan 2019* which includes the following amendments:
 - a. Minimal editing and word changes to correct grammar, identification of development controls and to ensure state agency referencing is correct
 - b. Clause 14.6 – Visual Amenity Impacts– Replace the reference to the Australian Wind Energy Association and Australian Council of National Trust’s *Wind Farms and Landscape Values: Stage 1 Report – Identifying Issues, March 2005, Appendix B: Wind Farms and Landscape Values: Final Issues Paper* has been changed to the current guideline being NSW Planning, Industry & Environment *Wind Energy Visual Assessment Bulletin For State significant wind energy development December 2016*.



- c. Clause 41.6(1) - Replace the reference of axis with sector.
 - d. Clause 14.6(b)(iii) – Extend the wording to include damage, degradation or disruption to groundwater.
 - e. Clause 14.6(u) – Extend the wording to state that Decommissioning Bonds will be considered based on the individual merits of the development.
 - f. Inclusion of Clause 14.5(n) regarding cumulative impact assessment including power line construction.
2. Prepare a further amendment to the *Amended Walcha Development Control Plan 2019* in regards to all renewable energy development.
 3. Include provision in any future Section 7.11 Development Contribution Plan for a contribution for renewable energy development.
 4. Amend the Walcha Local Environmental Plan 2012 by ensuring all Land Use Tables reflect the provisions of all relevant State Environmental Planning Policies

On being put to the **VOTE** the **Amendment** was **LOST**.

59 The **Original Motion** was put to the **VOTE** and **CARRIED**.

Clr Blomfield returned to the Chambers and was informed of the Resolution.
(3:27pm)

6.3 Part Day Public Holiday 2022 & 2023 Survey Results WO/2021/04247

60 **RESOLVED** on the Motion of Councillors Wellings and Lyon that Council:

1. **ENDORSE** the application for a Part Day Public Holiday for the Walcha Council Local Government Area from 12 noon until 6pm on Friday, 4 February 2022 and Friday, 3 February 2023 for the Walcha Races;
2. **SURVEY** the community and key stakeholders directly after the 2022 & 2023 Part Day Public Holiday to ascertain their success.

6.4 Council December 2021 Meeting – Plan B WO/2021/04239

61 **RESOLVED** on the Motion of Councillors Kealey and Wellings that if the Declaration of Poll has not been declared for Walcha Council by the 22 December 2021 then Council **HOLD** their first Council Meeting post elections on Friday 24 December 2021 to ensure Council complies with *Section 290(1) (a) of the Local Government Act, 1993*, to elect the Mayor within three weeks of the Election.

6.5 Regional Meetings 2021 WO/2021/04179

62 **RESOLVED** on the Motion of Councillors Kealey and Lyon that Council **RECEIVE** and **NOTE** the Report as presented.



7. NOTICES OF MOTION

Nil.

8. MATTERS OF URGENCY

63 **RESOLVED** on the Motion of Councillors Blomfield and Lyon that Council **ACCEPT LATE REPORT** Walcha & District Beautification & Tidy Towns Committee Meeting Minutes due to Caretaker mode commencing before the next Meeting of Council.

The Chairperson ruled that the item be considered as a matter of urgency.

LATE REPORT:

10.2 Minutes of the Walcha & District Beautification & Tidy Towns Committee Meeting held on Monday 25 October 2021 at Council Chambers, 2W Hamilton Street Walcha. **WO/2021/04306**

Motion:

It was **MOVED** Clr Blomfield **Seconded** Clr Heazlett that Council implement the completion of the Hospital Wall Upgrade with the assistance of the Arts Advisory Committee.

An **Amendment** was **MOVED** Clr Lyon **Seconded** Clr Wellings to request the Hospital Wall Upgrade Project come through the correct process of the Capital Advisory Committee with the required documents attached as per all capital projects.

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

64 The **Amendment** became the **Substantive Motion** and was put to the **VOTE** and **CARRIED**.

65 **RESOLVED** on the Motion of Councillors Noakes and Lyon that Council amend the Agenda to consider the remaining **LATE REPORTS** in **CLOSED** Council.

9. MANAGEMENT REVIEW REPORTS

9.1 Office of the General Manager **WO/2021/04236**

66 **RESOLVED** on the Motion of Councillors Kealey and Kermode that items included in the Office of the General Manager Management Review Report be **NOTED** by Council.

9.2 Infrastructure **WO/2021/04189**

67 **RESOLVED** on the Motion of Councillors Kermode and Lyon that items included in the Infrastructure Management Review Report be **NOTED** by Council.



9.3 Environment & Development

WO/2021/04036

68 **RESOLVED** on the Motion of Councillors Wellings and Kealey that items included in the Environment & Development Management Review Report be **NOTED** by Council.

9.4 Community & Tourism

WO/2021/04168

69 **RESOLVED** on the Motion of Councillors Lyon and Kealey that items included in the Community & Tourism Management Review be **NOTED** by Council.

10. COMMITTEE REPORTS

70 **RESOLVED** on the Motion of Councillors Kermode and Kealey that Council **RECEIVE** and **NOTE** the following Committee Minutes.

10.1 Minutes of the Walcha Council Community Gym Advisory Committee Meeting held on Wednesday 20 October 2021 at Council Chambers, 2W Hamilton Street Walcha.

WO/2021/04246

71 **RESOLVED** on the Motion of Councillors Kealey and Wellings that Council continue to restrict the age limit for Walcha Community Gym membership to persons aged 16 years and over.

72 **RESOLVED** on the Motion of Councillors Kealey and Lyon that Council accept Quote 1 for the supply and delivery of gym equipment.

11. DELEGATE REPORTS

Nil.

12. QUESTIONS ON NOTICE

Nil.

13. CLOSED COUNCIL

73 **RESOLVED** on the Motion of Councillors Kealey and Wellings to **ACCEPT:**

13.3 Presbyterian Aged Care Funding Proposal and Possible Relocation of Walcha Council Community Care; and

13.4 Priority Timber Bridge Replacements

As **MATTERS OF URGENCY**.

The Chairperson ruled that the item be considered as a matter of urgency.



13A Referral to Closed Council – Procurement AND Confidential Mayoral Minute WO/2021/04238

74 **RESOLVED** on the Motion of Councillors Kealey and Blomfield that, in accordance with the provisions of Section 10A(2)(c) of the *Local Government Act 1993*, the matters of:

1. Procurement; and
2. Confidential Mayoral Minute;

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

LATE REPORT:

13B Referral to Closed Council: WO/2021/04292
1. Presbyterian Aged Care Funding Proposal and Possible Relocation of Walcha Council Community Care;
2. Priority Timber Bridge Replacements

75 **RESOLVED** on the Motion of Councillors Lyon and Heazlett that, in accordance with the provisions of Section 10A(2)(c) of the *Local Government Act 1993*, the matters of:

1. Presbyterian Aged Care Funding Proposal and Possible Relocation of Walcha Council Community Care;
2. Priority Timber Bridge Replacements;

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.

76 **RESOLVED** on the Motion of Councillors Lyon and Kealey that Council resolve into Closed Council at 4:26pm 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:

- a) personnel matters concerning particular individuals (other than Councillors);
- b) to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

76 The Meeting resumed in **OPEN** Council at 4:55pm on the Motion of Councillors Wellings and Kermode.

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 Chairman publicly declared the recommendations passed by the Committee whilst in Closed Council.



13.1 Procurement

WINT/2021/08907

CC10/20212022 **RESOLVED** on the Motion of Councillors Lyon and Kermode that Council **APPROVE** the General Manager to implement the improvements from Auditors Forsyth's.

13.3 Presbyterian Aged Care Funding Proposal and Possible Relocation of Walcha Council Community Care

WO/2021/04281

CC11/20212022 **RESOLVED** on the Motion of Councillors Kealey and Wellings that Council **APPROVE** the funding proposal as submitted by Presbyterian Aged Care.

The Chairperson **DEFERRED** the topic of Relocation of Walcha Council Community Care.

13.4 Priority Timber Bridge Replacements

WO/2021/04316

CC12/20212022 **RESOLVED** on the Motion of Councillors Lyon and Heazlett that Council **ADOPT** the Capital Advisory Committee's priority list for Fixing Country Bridges funding for the replacement of Walcha Council's remaining timber bridges.

13.2 Mayoral Minute – Confidential Mayoral Minute to be table at the Meeting

WINT/2021/09086

CC13/20212022 **RESOLVED** on the Motion of Councillors Noakes and Kealey that Council **AMEND** the General Manager's Contract as detailed within the body of the Mayoral Minute.

THERE BEING NO FURTHER BUSINESS THE CHAIRMAN DECLARED THE MEETING CLOSED AT 5:00PM.



Item 3:
Business
Arising from
Previous
Minutes



Item 4:

Declarations of Interest



Item 5: Mayoral Minute



Item: 5.1 **Ref:** WO/2021/04706
Title: Mayoral Minute
Author: Mayor of Walcha – Clr Eric Noakes
Previous Items: Not Applicable
Attachment: No

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.*

RECOMMENDATION: **That the Mayoral Minute as read and submitted be ADOPTED by Council.**

Introduction:

This Mayoral Minute is to recognise the contribution of the current Council to the long term development of Walcha Local Government Area through their collective commitment to this community.

Report:

With this meeting being the last Ordinary Meeting of Walcha Council for this term I personally wish to take the opportunity to thank our current Councillors. The extended five year term has in many ways been a whirlwind of natural disasters and funding opportunities. As a team I believe we have acted in a collaborative and respectful manner to work hard for our community, while learning how Local Government works.

To our four retiring Councillors, Rachael Wellings, Jen Kealey, Bill Heazlett and Peter Blomfield thank you for the support you gave me, each other and the Walcha community. A special mention to Bill Heazlett who has given over 30 years service in this role.

Thank you to Council staff whose guidance and knowledge has helped us negotiate through legislation and the ever present “Local Government Act”. Your commitment to our Council can never be underestimated.

Clr Eric Noakes
Mayor of Walcha



Item 6:

Senior Officers' Reports



Item: 6.1 **Ref:** WO/2021/04606
Title: Quarterly Review of Operational Plan & Budget as at September 2021
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.

RECOMMENDATION: That Council

- 1. ADOPT the September 2021 Quarterly Budget Review Statements; and**
 - 2. APPROVE the variations in Income and Expenditure votes as detailed in this report.**
-

September 2021 Quarter Budget Review

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

Overview

During a recent Councillor workshop a report was presented to Council containing a review of the current financial position, financial sustainability and financial risks that the Council must address. The report was written while considering the Quarterly Budget Review.

For the financial year ended 30 June 2021 Walcha Council generated an accounting loss of \$1.1M (including loss on disposal of assets) across the General, Water and Sewer Funds.

For the financial year ended 30 June 2022 Walcha Council is forecasting an operating loss of \$1.1M (not including loss on disposal of assets)

The report reviewed the operating environment and the changes that have occurred over a number of years. In summary below:

Increased regulatory requirements – Increased compliance requirements introduces increased costs and business disruption.

Audit – Proposed amendments to Audit Risk Improvement Committee would see a significant internal audit program and operating costs go from approximately \$6,000 annually to over \$100,000 annually.

Funding – Increase in funding from \$1M in 2013 to over \$12M in 2022. Increased compliance requirements from monthly, quarterly, by-annual and annual reporting and additional audits required on certain funding.

People – Additional operational, funding and compliance requirements have seen Full Time Equivalent staff go from 58 in 2008 to 82 in 2021.

Costs – Increasing costs of maintenance, insurance and depreciation as we grow our asset base.

Financial Analysis

A financial analysis was conducted below to demonstrate our current trending.



	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Consolidated														
Profit/(Loss) before deprecitaion	54	945	1466	672	1161	1524	488	3311	4454	4667	3238	2054	3869	2758
Depreciation	2320	2103	2453	4398	4286	4330	2622	2383	2296	2324	2769	3187	3728	3858
Net Profit	(2,266)	(1,158)	(987)	(3,726)	(3,125)	(2,806)	(2,134)	928	2,158	2,343	469	(1,133)	141	(1,100)
General Fund														
Profit/(Loss) before deprecitaion	80	912	1,235	486	954	1,331	271	3,223	4,343	4,526	3,001	1,801	3,575	2,458
Depreciation	2,127	1,907	2,258	4,201	4,049	4,128	2,352	2,107	2,038	2,019	2,325	2,739	3,275	3,403
Net Profit	(2,047)	(995)	(1,023)	(3,715)	(3,095)	(2,797)	(2,081)	1,116	2,305	2,507	676	(938)	300	(945)
Water Fund														
Profit/(Loss) before deprecitaion	-60	-82	38	-4	19	40	73	-41	-7	142	165	115	112	212
Depreciation	129	131	131	131	161	140	203	208	210	231	319	320	319	322
Net Profit	(189)	(213)	(93)	(135)	(142)	(100)	(130)	(249)	(217)	(89)	(154)	(205)	(207)	(110)
Sewer Fund														
Profit/(Loss) before deprecitaion	34	115	193	190	188	153	144	129	118	-1	72	138	182	88
Depreciation	64	65	64	66	76	62	67	68	48	74	125	128	134	133
Net Profit	(30)	50	129	124	112	91	77	61	70	(75)	(53)	10	48	(45)

General Fund – Losses generated for 9 of the last 14 years. Depreciation significantly adjusted in 2014. Reserves to be further depleted in 2022.

Water Fund – Losses generated year on year for 14 years. Reserves have been fully depleted with \$58K cash reserve as at 30 June 2021. It will take a number of years to build reserves to an acceptable level while continuing yearly capital works to maintain the network.

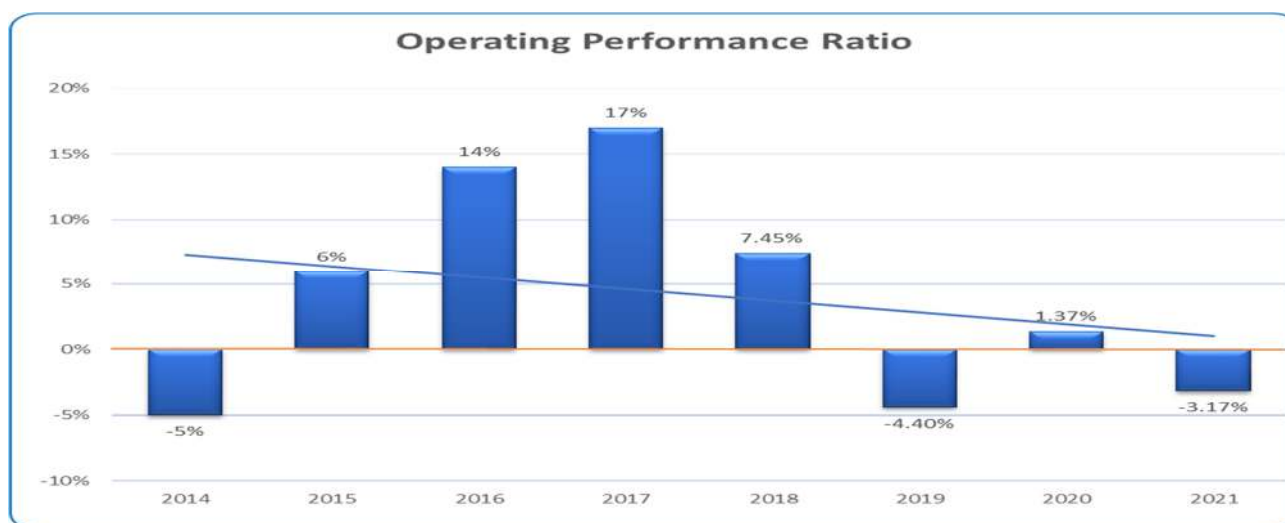
Sewer Fund – Consistently declining profit over 14 years.

Operating Performance Ratio

This ratio looks at the ability of Walcha Council to contain operating costs within operating revenue.

The decline in trend indicates that inputs are increasing at a higher rate than our revenue.

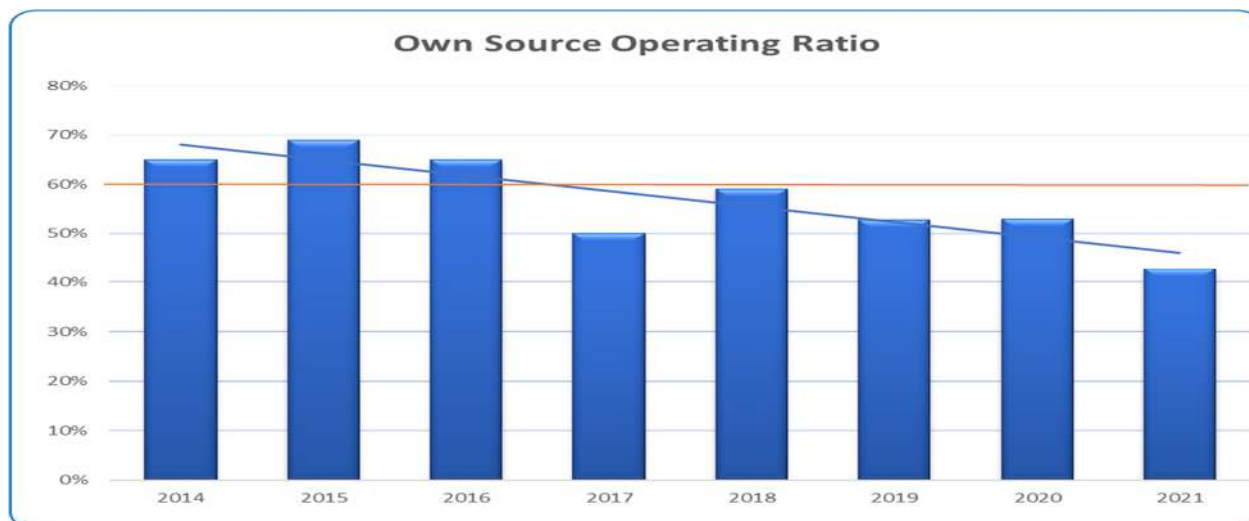
The rate peg and CPI increase to our Financial Assistance Grants are the only way we currently grow our revenue with limited development within the LGA. This means that our increasing employee costs, fuel costs and various other cots are outpacing our revenue growth.





Own Source Operating Ratio

This ratio looks at Walcha Council’s own source revenue against total revenue to indicate fiscal flexibility. Walcha Council would see significant structural change within its business if funding was to change significantly as many employees are funded by grant money, fleet is part paid by funded works and other costs also.



Project cost control

Scope creep and cost containment within capital projects remains a significant challenge and has contributed to significant unplanned depletion of reserves.

Where to from here?

As we move into the second half of the financial year the management team will look at targeted cost savings to further reduce the forecast loss and preserve cash. This will occur across all funds.

Quarterly Business Review Analysis

General Fund

The original 2020-2021 budget predicted an Operating Deficit of \$1,755,200 and an overall Cash Surplus of \$8,900. After adjustments which include net unfunded carry overs of \$362,625 the result is now predicted to be an Operating Deficit of \$1,094,292 (including Capital Funding) and an overall Cash Deficit of \$219,094. While the decrease in Operating Deficit reduces our forecast loss, the unplanned rollovers increase the Cash Deficit overall. Further cost saving opportunities will be examined to reduce our loss and preserve cash for the 2022 Financial year.

	Original Budget	Forecast to June 2022	Variance
Income	14,099,300	27,558,631	13,459,331
Expenditure	12,197,300	15,899,959	3,702,659
Operating Result	1,902,000	11,658,672	9,756,672
Less Capital Grants	3,657,200	12,752,964	9,095,764
Operating Result Excluding Capital	(1,755,200)	(1,094,292)	660,908
Cash Movement	8,900	(219,094)	(227,994)



There are significant carry overs from 2020-2021 as shown in the tables below. These include projects funded from External Restrictions totalling \$2,897,257. There are also a number of carry over projects with carry over funding. The effects of these are neutral on the budget.

Fully funded budget amendments include \$866,964 Walcha Skate Park and \$410,554 Lions Park Upgrade, both funded from Bushfire Local Economic Recovery Funding (BLERF).

General Fund Major Budget Variation Items - Quarter Ending September 2021

Income Item	Amount	Reason
SCCF - Stronger Country Communities Fund:		Carry Over funding
Operating	162,262	Levy Bank Lighting
Capital	195,120	Men's Shed Relocation
LRCI - Local Roads & Community Infrastructure, round 2:		Carry Over funding
Final milestone payment	31,264	Electrical Upgrades
	36,210	Community Gym equipment, CCTV
	75,600	Truck Wash Bay
BLER – Bushfire Local Economic Recovery	660,000	Swimming Pool upgrade
Round 1 carry over	410,554	Lions Park upgrade
Round 2 projects	866,964	Skate Park
Resilience NSW	220,000	Community Recovery Officer position funding – extended for another year
Bridges Renewal Program	909,919	Carry Over funding - 50% funding of bridge replacements
Fixing Country Bridges	3,493,120	Carry Over funding – bridge replacements
Roads to Recovery	1,675,447	Carry Over funding - 50% funding of bridge replacements & Middle Street rehabilitation; Urban Roads heavy patching; Sealed Rural Roads reseals & Heavy Patching; Unsealed Roads Gravel Resheeting
Fixing Country Roads	1,331,610	Carry Over funding - TBW Corridor Strategy
Fixing Country Truck Washes Roads & Maritime Services	135,601	Carry Over Funding - Truck Wash Bay Upgrade
Priority Cycleways	87,281	Carry Over Funding – Shared Pathways
Fixing Local Roads	445,379	Carry Over Funding – Urban & Sealed Rural Road rehabs
State Roads	2,260,000	RMCC ordered works not budgeted
Walcha Community Gym	13,000	User fees not budgeted
	13,459,331	



Operating Expenditure Item	Amount	Reason
State Roads Maintenance	2,260,000	Fully funded, not budgeted
Aboriginal Graves Project	20,000	Carry over – External Restrictions
Library equipment purchase	7,974	Carry over – External Restrictions
Walcha Community Gym		
Operating Costs	13,000	Funded from user fees
Asset depreciation	38,010	Not funded
Men’s Shed Relocation	318,931	Carry Over funding \$195,120 + External Restriction \$123,811
Motorcycle Rally	8,000	Carry over – External Restrictions
NSW Planning Portal	50,000	Carry over – External Restrictions
Moona-Winterbourne linear barrier fence	672,796	Carry over – External Restrictions
Community Recovery Officer	220,000	Resilience NSW
Council Pounds	4,000	Carry over – External Restrictions
BCRRF projects	89,948	Carry over – External Restrictions
	3,702,659	

Capital Expenditure Item	Amount	Reason
Walcha Cemetery – Install Seating	9,027	Carry Over – Council Funded
Walcha Cemetery – Niche Garden	20,000	Carry Over – Council Funded
Croudace Street House, install fence	14,661	Not budgeted – Council Funded
Beautification projects: Mill Hole, stage 2 Rose Garden Hospital Wall, stage 2 & 3 Crocodile Bridge	55,000	Carry Over – Council Funded
Public Art: A Wing and A Prayer installation	7,300	Carry Over – Council Funded
Levee Bank solar lighting	306,722	Carry Over - SCCF \$162,262 + External Restriction \$106,995
Walcha Community Gym – Equipment, CCTV, Signage	120,700	Carry Over - LRCI \$36,210 + External Restriction \$84,490
Walcha Pool Refurbishment	1,075,376	Carry Over - BLER \$660,000 + External Restriction \$415,376
McHattan Park upgrade	21,000	Carry Over – External Restriction (Developer Contributions)
Lions Park Upgrade	410,554	BLER funded project
Skate Park Construction	866,964	BLER funded project
Timber Bridge - Moona Plains Road (AM 5379)	414,977	Carry over capital project – funded Roads to Recovery & Bridge Renewal Program
Timber Bridge – Niangala Road (AM 5632)	487,550	Carry over capital project – funded Roads to Recovery & Bridge Renewal Program
Timber Bridge - Old Brookmount	26,002	Carry Over – External Restriction



Capital Expenditure Item	Amount	Reason
Road (AM 5698) Emu Creek		
Timber Bridge - Old Brookmount Road (AM 2729) Dog Trap Creek	128,532	Carry Over – Fixing Country Roads
Timber Bridge - Winterbourne Road (AM 6214)	620,866	Carry Over – Fixing Country Bridges + Council \$32,155
Timber Bridge - Tia Diggings Road (AM 5852) Camerons	322,418	Carry Over – Fixing Country Bridges + Council \$16,940 + External Restriction \$31,896
Timber Bridge - Englefield Road (AM 4878)	537,769	Carry Over – Bridges Renewal Program & Roads to Recovery
Timber Bridge - Glen Morrison Road (AM 5010)	867,092	Carry Over – Bridges Renewal Program & Roads to Recovery
Timber Bridge – Niangala Road (AM 5601) Keatons	2,030,998	Carry Over – Fixing Country Bridges + Council \$102,543
Timber Bridge – Mooraback Road (AM 5414) Oldfields	510,298	Carry Over – Fixing Country Bridges + Council \$26,334
Timber Bridge – Tia Diggings Road (AM 10811)	297,118	Carry Over – Fixing Country Bridges + Council \$15,675 + External Restriction \$28,291
Urban Roads – Heavy Patching	117,193	Carry Over – Roads to Recovery
Urban Roads - Shared Pathways	87,281	Carry Over – Priority Cycleways
Urban Roads - Middle Street Rehabilitation	495,000	Carry Over – Fixing Local Roads & Roads to Recovery + External Restriction \$259,875
Urban Roads – Walsh Street Rehabilitation	332,750	Carry Over – Fixing Local Roads
Thunderbolts Way Corridor Strategy	1,203,078	Carry Over – Fixing Country Roads
Sealed Rural Roads – Reseals, Aberbaldie Road	103,421	Carry Over – Roads to Recovery
Sealed Rural Roads – Heavy Patching, Aberbaldie Road	23,677	Carry Over – Roads to Recovery
Sealed Rural Roads – Moona Plains Road Rehabilitation	175,179	Carry Over – Fixing Local Roads + Council \$22,000
Sealed Rural Roads – Glen Morrison Road Rehabilitation	283,371	Carry Over – Fixing Local Roads + Council \$29,000 + External Restriction \$173,371
Sealed Rural Roads – Heavy Patching	50,000	Carry Over – Roads to Recovery
Unsealed Road – Culvert Renewals	47,127	Carry Over – Council Funded
Unsealed Roads – Chinooks Road Widening	5,786	Carry Over – External Restriction
Unsealed Roads – Nuggetty Gully Road Widening	2,642	Carry Over – External Restriction
Unsealed Roads – Brackendale Road Bridge heavy vehicle access	23,918	Carry Over – External Restriction
Unsealed Roads – Forest Way Resealing	242,230	Carry Over – External Restriction \$212,230 & Roads to Recovery \$30,000
Building Electrical Upgrades	104,214	Carry Over – External Restriction \$72,950 + LRCI \$31,624
Solar Power Project	46,531	Carry Over – Council Funded
Truck Wash Bay	387,601	Carry Over - External Restriction \$176,410 + Fixing Country Truck Washes \$135,601



Capital Expenditure Item	Amount	Reason
	12,881,923	

Internal Restricted Assets

Below is a summary of Council's internally restricted assets at 30 September 2021 after budget adjustments are applied. Please see Walcha Council – Restriction Summary for further detail.

	Balance 30/09/21
Plant Replacement	378,558
Infrastructure Replacement	2,044,280
Employee Leave Entitlement	647,000
Tip Site Remediation	295,926
Quarries Remediation	301,431
Project Development	65,000
Total	3,732,195

Water Fund

The original 2021-2022 budget predicted an Operating Deficit of \$138,500 with an overall cash deficit of \$7,700. After carry over funding and expenditure the operating result is expected to be unchanged, with no impact to the cash position. This fund is at significant risk with \$58,000 in cash reserve at the beginning of the 2022 Financial Year. A further review of cost saving opportunities will be completed to look at improving this position.

	Original Budget	Forecast to June 2022	Variance
Income	8,971,600	9,311,932	340,332
Expenditure	965,100	965,100	0
Operating Result	8,006,500	8,346,832	340,332
Less Capital Grants	8,145,000	8,485,332	340,332
Operating Result Excluding Capital	(138,500)	(138,500)	0
Cash Movement	(7,700)	(7,700)	0

Income Item	Amount	Reason
Land Acquisition	257,800	Carry Over – Drought Short Term Emergency Works
Off Stream Storage Project	82,532	Carry Over - DPIE – Water

Expenditure Item	Amount	Reason
Land Acquisition	257,800	Carry Over funding – Drought Short Term Emergency Works
Off Stream Storage Project	82,532	Carry Over funding – DPIE - Water



Sewer Fund

The original 2021-2022 budget predicted an Operating Deficit of \$27,400 and an overall cash deficit of \$1,300. The Sewer Treatment Plant upgrade is carried forward from last year however the funding carry over is lower with the balance being Council's contribution. Sewer relining work is also carried forward which is own source funded.

The budget included \$100,000 to be transferred to Sewer Reserve. This has been removed to fund the capital carry overs.

The Operating Result is unchanged however the cash deficit for the Sewer Fund is forecast to be \$9,829 due to higher own source capital works.

A further review will look at opportunities within the Sewer Fund.

	Original Budget	Forecast to June 2022	Variance
Income	470,000	528,530	58,530
Expenditure	497,400	497,400	0
Operating Result	(27,400)	(27,400)	0
Less Capital Grants	0	58,530	58,530
Operating Result Excluding Capital	(27,400)	(27,400)	0
Cash Movement	(1,300)	(9,829)	(8,529)

Income Item	Amount	Reason
NSW Regional Water & Wastewater Backlog Program	117,059	Carry Over – 50% funded
Sewer Relining	50,000	Carry Over – Council Funded

Expenditure Item	Amount	Reason
Sewer Treatment Plant upgrade	58,530	Carry over capital works



Item: 6.2 **Ref:** WINT/2021/09573
Title: Customer Charter
Author: Manager Corporate & Finance
Previous Items: Not Applicable
Attachment: WINT/2021/09572 – Walcha Council Customer Charter

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.

RECOMMENDATION: **That Council ADOPT the Customer Charter as presented.**

Report:

Walcha Council currently lacks guidelines relating to customer service. A Customer Charter has been developed to ensure we have a reference point from which perform, report and review our customer facing services. This also provides guidance and a mandate to improve our Customer Request Management System which requires significant attention and optimisation from its currently existing parameters.

The charter also supports our strong focus on customers including 90% of incoming calls being answered in the first minute and low wait times at the front counter.

Financial Implications:

There are no financial implications arising from this report.

Legal Implications:

There are no legal implications arising from this report.

Environmental Implications:

There are no known environmental implications arising from this report.

Social Implications:

There are no social implications arising from this report

Policy Implications:

In adopting the Customer Service Charter Walcha Council can review and manage our customer service functions.



Walcha Council Customer Charter

WHAT WE DO

Beyond rates, roads and rubbish, we provide a wide range of facilities, infrastructure and services to the community. When you walk along the levee bank walk, visit the library or open air gallery, play on a sports field, enjoy the clean and tidy amenity of a picnic area or drop your child to Walcha Council Preschool, you are benefiting from the work of Walcha Council.

OUR COMMITMENT TO YOU


You can expect that we will:

 <p>tailor our response to your needs and provide you with the information you require</p>	 <p>do what we say we will do and update you if we are unable to meet our commitments</p>	 <p>monitor our performance through regular customer satisfaction surveys to ensure we are providing our customers with quality service</p>
 <p>treat you with respect, integrity and honesty</p>	 <p>aim to provide consistent and clear information across our communication channels</p>	 <p>actively pursue continuous improvement and understand the needs of our customers now and into the future</p>

Our people will:

 <p>greet you in a friendly way and identify ourselves</p>	 <p>be open and transparent about our processes</p>	 <p>communicate clearly and in plain language</p>	 <p>be experienced and knowledgeable</p>
 <p>treat every customer equally and sensitively</p>	 <p>focus on helping you find solutions to your needs</p>	 <p>take responsibility for answering your enquiry</p>	 <p>have systems in place to ensure that we protect your confidential information</p>

 council@walcha.nsw.gov.au

 02 6774 2500

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 Walcha Council

RESPONSIVENESS

OUR SERVICE

WE WILL:

Our Customer Service Team will answer your telephone call

Return your call

Acknowledge receipt of your email

Response to your letter or email

Respond to posts on social media

Greet you at the Customer Service Counter

OUR STANDARD

90 percent of the time within 60 seconds

One working day

One working day

10 working days

One working day

Within one minute on average

If you use our digital services, you can expect:



to contact us when and where it is convenient for you



the website to be easy-to-use, with clear navigation and content so you can quickly find what you need



that you can access our online services at anytime



that if you sign up to receive our information, you always have the option to unsubscribe

To allow us to help, we expect you will:



provide us with information that is timely, accurate and complete



treat us with mutual respect



work with us to solve problems and reach resolutions



provide us with honest, constructive feedback on our service



contact us if you believe we have made an error or acted inappropriately

Clarification of our expectations can be found in our **Unreasonable Customer Complaints Policy** that is located on our website.

FEEDBACK

Feedback includes compliments, complaints, suggestions or any information about our program delivery, services,

Feedback and complaints can be made by phone, in person, in writing, by email or using our online feedback form.

While most problems can be resolved quickly, there are times when detailed investigation is required. We will keep you informed of the progress if this is the case. If you are still not satisfied after we have responded, you may ask for a review of our handling of the matter. The review process will determine if we acted according to our policies and Our **Feedback Management Policy** provides more detail on how we manage complaints, compliments and suggestions made to Council.



council@walcha.nsw.gov.au



02 6774 2500



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Walcha Council



Item: 6.3 **Ref:** WO/2021/04637
Title: Request for Sponsorship – Yarrowitch Rodeo Inc – Jackpot
Campdraft
Author: General Manager
Previous Items: Not Applicable
Attachment: No

Community Strategic Plan Reference:

Strategy Number: 5.2.1 – Support and promote participation in community events.

RECOMMENDATION: That Council APPROVE sponsorship of \$400 for the Yarrowitch Jackpot Campdraft.

Introduction:

Council have received a request from Yarrowitch Rodeo Inc for sponsorship of the 2021 Yarrowitch Campdraft.

Report:

Yarrowitch Rodeo Inc run their annual campdraft which will be held on 11 & 12 December 2021 at the Yarrowitch Showground.

They have advised that the majority of the monies raised stay in the Yarrowitch community which in the past they have made several donations to Yarrowitch Primary School, Walcha Pony Club and the Yarrowitch Hall Committee. Other profits are utilised improving the Showground for the whole of the community to use. They also donate to the Westpac Rescue Helicopter as this is their chosen charity.

Legal Implications:

There are no legal implications arising from this report.

Financial Implications:

Council have donated \$400 in 2017, 2018 and 2019. There is a budget allocation for Donations and Contributions for \$6,000. The balance remaining as at the time of this report is \$3,550.

Environmental Implications:

There are no environmental implications arising from this report.

Social Implications:

There are no social implications arising from this report.

Policy Implications:

There are no policy implications arising from this report.



Item: 6.4 **Ref:** WO/2021/04632
Title: Grants for Junior Sporting / Coaching Clinics
Author: General Manager
Previous Items: Not Applicable
Attachment: No

Community Strategic Plan Reference:
Goal 5.2.1: Support service, sporting and other community groups.

RECOMMENDATION: That Council allocate the following funds to each applicant:

1. Walcha Flippers Swimming Club - \$2,400
 2. Walcha & District Tennis Association - \$800
-

Introduction:

Each year Council invite, by advertisement, the sporting groups of Walcha to apply for Junior Coaching Clinic grants.

Report:

The main objective for these grants is to provide children with coaching opportunities in Walcha that they would not normally be able to access. The aim of this program is to:

- financially assist Walcha sporting bodies provide coaching clinics in Walcha.
- maximise the range of sporting groups offering coaching opportunities.
- encourage sporting groups to conduct clinics that would otherwise not run a clinic.
- maximise the number of children benefiting from the coaching opportunities.

Council's policy states:

"The provision of an annual allocation of funds is not guaranteed. Grant funds will only be made available to defray the cost of providing coaches and/or instructors. Preference shall be given to coaching clinics where the participants contribute to the cost. Grant funds shall not be provided for ongoing programs and must be spent within 12 months. Grant funds shall not be provided for clinics that are already completed. Funds will be made available for coaching clinics held for the benefit of the children of Walcha ratepayers."

Council have advertised for applications for Junior Coaching Clinic grants and have received the following applications:

1. Walcha Flippers Swimming Club – 60 participants requesting \$2,400.
2. Walcha & District Tennis Association – 24-36 participants requesting \$800.

Policy Implications:

The Walcha Flippers Swimming Club is requesting full payment for 60 attendees.



Financial Implications:

The total amount requested is \$3,200. Copies of applications are attached to the report. Council's 2021-2022 Budget allocation is \$5,000.

Legal Implications:

There are no legal implications arising from this report.

Social Implications:

The program provides social benefits to community sporting groups by facilitating clinics and activities for members.

Environmental Implications:

There are no environmental implications arising from this report.

ADMINISTRATION POLICIES



GRANTS FOR JUNIOR COACHING CLINICS

Walcha Council

**APPLICATION FOR JUNIOR COACHING CLINIC
GRANTS**

NOTE: The Walcha Council Policy on Grants for Junior Coaching Clinics should be read prior to completing this application. All applications will be considered by the Walcha Council in accordance with their Policy.

Name of organisation: Walcha Flippers Swimming Club
Postal address: PO Box 245
Walcha NSW 2354

Details of clinic (Please include the estimated number of participants, ages and ability, what you hope to achieve).

Swim clinic that caters for swimming abilities from stroke development to race techniques. We would arrange for High Country Swimming based in Armidale (formally known as Herwood Swimming) to come down to the Walcha Baths. In previous years, they have sent 8-10 instructors. We pose for the clinic to be held on the last Sunday in January, the timing is good as it is just before the local school swimming carnivals. The clinic runs for three hours, addressing stroke correction, stroke development, fitness, diet, diving, race tips and technique. It would be open to all swimming club members, ages range from 5-16 years of age. The swim clinic has been a great success in previous years, each year the clinic grows with more participants, last year we had 54 participants up from the previous year of 42.

ADMINISTRATION POLICIES



GRANTS FOR JUNIOR COACHING CLINICS

Date of clinic: 30th January 2022

Venue: Walcha Baths

Cost of coaches and/or instructors: \$2,400

Expected cost per participant (if grant funds are not available):
\$2,400 or \$40 per swimmer

Amount of grant requested: \$2,400 cater for 60 swimmers.

Without grant assistance will this clinic proceed? Please provide details

It is unlikely the clinic would get enough swimmers to run due to the cost. Swimming club would be unable to support the clinic on its own. The club has over 90 members and if we were to fund it, it would result in subs having to double. We as a committee have been very successful in keeping the cost of swimming club subs down. As a result our membership numbers have grown from 25 in 2012/2013 to 95 in 2020/21 season

Contact person: Yolanda Mooney

Position: President (2021/22)

Phone number: 0400 931514

Signed: Y Mooney

Date: 3/11/2021

Walcha Council



**APPLICATION FOR JUNIOR COACHING CLINIC
GRANTS**

NOTE: The Walcha Council Procedure on Grants for Junior Coaching Clinics should be read prior to completing this application. All applications will be considered by the Walcha Council in accordance with their Procedure.

Name of organisation: Walcha District Tennis Assoc.

Postal address: P.O. Box 193
Walcha 2354

Details of clinic (Please include the estimated number of participants, ages and ability, what you hope to achieve).

We anticipate between 24 and 36
school age children will attend the
tennis coaching clinic, which we hope
to hold in the Christmas school holidays.
Due to covid restrictions in the last 18 months
or so we have been unable to have a
coach here at the courts to help the young
one learn the basic skills of the game. We
now have equipment for the 'Hot Shots'
programme and will use it to coach the
youngest children. Those with basic skills will
be coached to improve their game. We will
also use the clinic to encourage sportsmanship
and to teach tennis etiquette.

Date of clinic:

January 22 School Holidays.

Venue:

W.D.T.A. Courts - Angle St Walcha

Cost of coaches and/or
instructors:

\$800

Expected cost per participant (if grant funds are not available):

\$30.00 - \$40.00

Amount of grant requested:

\$800

Without grant assistance will this clinic proceed? Please provide details

Without the grant the clinic will still go ahead. However the number of participants may have to be reduced as volunteers will help with the coaching.

Contact person:

Trish Partridge


Position:

Secretary

Phone number:

0427359628.

Signed:



Date:

12.11.21



Item: 6.5 **Ref:** WO/2021/04626
Title: Arrangements for Christmas for Council Staff
Author: General Manager
Previous Items: Not Applicable
Attachment: No

Community Strategic Plan Reference:

Goal: 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.

RECOMMENDATION: That Council ALLOW the Combined Staff Christmas Party to be held during working hours on Thursday, 16 December 2021 from 12:30pm FURTHER THAT a donation of \$3,000 be made towards the cost of the Function.

Introduction:

This report relates to the proposed arrangements for closure over Christmas and New Year and seeks Council approval for a donation towards a combined Council Staff Christmas Party.

Report:

Leave Arrangements:

The proposed arrangements for Christmas 2021 are defined below.

Outdoor Staff:

1. Staff will cease work at 12:30pm on Thursday, 16 December 2021.
2. All staff, except for an emergency crew, will be on leave from Friday, 17 December 2021 until Tuesday, 04 January 2022.
3. Staff not taking any additional leave will return to work on Tuesday, 04 January 2022.

Indoor Staff:

1. Staff will cease work at 2:00pm on Friday, 24 December 2021.
2. All Staff will be on leave from Wednesday 29 December 2021 until Tuesday 04 January 2022.
3. Staff not taking any additional leave will return to work on Tuesday, 04 January 2022.

Christmas Party:

This year Council are planning to have one combined Christmas Party with both indoor and outdoor staff as well as the Launch of Values and Organisational “We Statements” which Staff have worked on during the year. The objective of the event is to celebrate this year’s achievements together as one team.



All Staff will cease work at 12:30pm on Thursday 16 December 2021 for this event. The event will be held from 12:30pm to 5:00pm at the Walcha Showground Function Centre. The closure of all Council offices will be advertised locally and on FaceBook to ensure the public are aware beforehand. It is requested that Council donate \$3,000 towards this event. Last years event was supported with a \$3,000 donation.

Legal Implications:

There are no legal implications arising from this report.

Financial Implications:

There will be a financial implication should Council agree to support the combined Staff Christmas Party. The funds are taken from the Working Fund.

Environmental Implications:

There are no environmental implications arising from this report.

Social Implications:

This will be a mandatory attendance event. The combined Staff Christmas Party is an important social interaction between Indoor and Outdoor staff noting that everyone has the same opportunity of celebration. Council have had a very busy year and this event will enable our Staff to celebrate our achievements.

Policy Implications:

There are no policy implications arising from this report.



Item: 6.6 **Ref:** WO/2021/04696
Title: End of Term Report 2016 – 2021
Author: General Manager
Previous Items: Not Applicable
Attachment: End of Term Report 2016-2021 under separate cover

Community Strategic Plan Reference:

Goal: *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.*

RECOMMENDATION: **That Council RECEIVE and NOTE the End of Term 2016 – 2021 Report.**

Report:

Under the Integrated Planning & Reporting regime Council is to implement a Community Strategic Plan and then present an End-of-Term Report detailing progress against goals and outcomes, at the final meeting of an outgoing Council.

The End of Term Report is presented as a separate document.



Item 7:

Notice of Motions



There are no Notice of Motions for November 2021



Item 8:

Matters of Urgency



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Item 9: Management Review Reports



9.1 OFFICE OF THE GENERAL MANAGER

Ref: WO/2021/04507

Responsible Executive: General Manager

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.

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

1. FINANCE AND ADMINISTRATION

1.1 Investment Report Status at 31 October 2021

Report for the investments held in October 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.



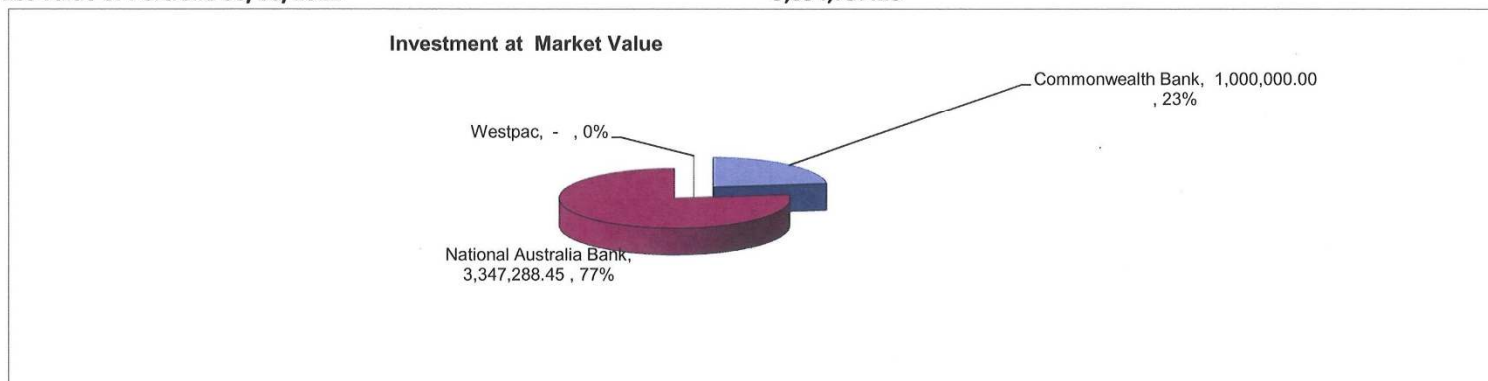
REGISTER OF INVESTMENTS TO 31/10/2021

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
National Australia Bank	Term Deposits	22/02/2021	270	19/11/2021	0.34%	628,705.71	1,581.25	630,286.96		-	14.46%
National Australia Bank	Term Deposits	6/09/2021	91	6/12/2021	0.25%	621,307.53	387.25	621,694.78	928.02	-	14.29%
National Australia Bank	Term Deposits	10/06/2021	180	7/12/2021	0.30%	252,839.04	374.06	253,213.10		-	5.82%
National Australia Bank	Term Deposits	19/03/2021	270	14/12/2021	0.32%	552,804.19	1,308.56	554,112.74		-	12.72%
National Australia Bank	Term Deposits	25/03/2021	300	19/01/2022	0.32%	253,347.53	666.34	254,013.87		-	5.83%
National Australia Bank	Term Deposits	9/07/2021	210	4/02/2022	0.30%	253,291.09	437.19	253,728.28	363.80	-	5.83%
National Australia Bank	Term Deposits	22/04/2021	300	16/02/2022	0.32%	253,950.25	667.93	254,618.18		-	5.84%
National Australia Bank	Term Deposits	11/10/2021	150	10/03/2022	0.25%	531,043.11	545.59	531,588.70	1036.78	-	12.22%
Commonwealth Bank	Term Deposits	14/10/2021	270	11/07/2022	0.31%	500,000.00	1,146.58	501,146.58		-	11.50%
Commonwealth Bank	Term Deposits	14/10/2021	365	14/10/2022	0.38%	500,000.00	1,900.00	501,900.00		-	11.50%
Commonwealth Bank	Term Deposits					-	-	-	871.45	502,095.53	0.00%
						4,347,288.45	9,014.75	4,356,303.20	3,200.05	502,095.53	100%

Average rate 0.31%

PREVIOUS FINANCIAL YEAR COMPARATIVE DATA: 31/10/2021

Interest Earned YTD	3,976.76
Market Value of Portfolio	4,325,694.80
Average interest rate	0.84%
Interest Earned YTD 30/06/2021	28,257.85
Market Value of Portfolio 30/06/2021	3,854,757.28



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 Christian Martin (Responsible Accounting Officer)



9.2 INFRASTRUCTURE:

Ref: WO/2021/04506

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.

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

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:

Indicator Colour	Project Status
Green	On Track – Project meeting expectations with regard time, cost and quality.
Yellow	At Risk – Unforeseen issue(s) that may result in either time, cost or quality requirements not being met of a <u>non-significant</u> nature.
Red	Off Track – Project will not meet expectations with <u>significant</u> implications for Council. These implications and mitigation actions are detailed in the “Comments” section of the report.
100%	Completed – Project completed with no further work required



1. Local Road Projects

Funding Source: Bushfire Recovery Grant – Grant agreement requires all works to be completed by 1 June 2022				
Project	Project Start	Planned Completion Date	Tracking Status	Comments
Forest Way – Cement stabilise and bitumen seal 2.0km of existing gravel road	Oct 2020	November 2021	95%	Initial works completed, rectification works aim to be completed by November.

Funding Source: 95% Fixing Local Roads and 5% Council General Revenue – Grant agreement requires all works to be completed by June 2022				
Project	Project Start	Planned Completion Date	Tracking Status	Comments
Glen Morrison Road – Rehabilitate and widen existing sealed road to ease curve	March 2021	December 2021	0%	Works have been scheduled to start after contractor finishes other Thunderbolts Way and Local Roads works. Although wet weather could further delay this project.
Moona Plains Road – Rehabilitation of existing sealed road from “Romavilla” towards Rowleys Creek Road	October 2020	June 2022	90%	Drainage and pavement works have been completed. Resealing works to be completed alongside other local roads resealing in Summer.



Funding Source: 50% Federal Bridge Renewal Program & 50% Roads to Recovery – All works to be completed by June 2022				
Project	Project Start	Planned Completion Date	Tracking Status	Comments
Moona Plains Road (Moona Plains Station)	January 2020	June 2022	25%	Moona Plains Bridge has been completed. Works have restarted on the bypass track on the Glen Morrison Bridge.
Englefield Road Bridge Replacement				Englefield bridge has now commenced due to wet weather hampering progress on the Glen Morrison Bridge.
Glen Morrison Road Bridge Replacement (Stephens)				Whilst wet weather has delayed commencement at the other bridges, all bridges are expected to be completed by early 2022. All bridges except Englefield will have bypass tracks provided during the construction works.

Funding Source: 100% Fixing Local Roads (Walsh Street) and 75% Fixing Local Roads & 25% Roads to Recovery (Middle Street) – Grant agreement requires all works to be completed by December 2022				
Project	Project Start	Planned Completion Date	Tracking Status	Comments
Middle Street Rehabilitation	May 2021	December 2022	0%	COVID-19 travel restrictions of engineering consultancy have delayed commencement of survey and design works. Works to commence after the pool has closed. Both projects will be put out together.
Walsh Street Rehabilitation	May 2021	December 2022	0%	COVID-19 travel restrictions of engineering consultancy have delayed commencement of survey and design works. Works to commence after the pool has closed. Both projects will be put out together.



Funding Source: 95% Fixing Country Bridges & 5% Roads to Recovery – Grant agreement requires all work to be completed by December 2023				
Project	Project Start	Planned Completion Date	Tracking Status	Comments
Army Bridge	March 2021	December 2023	10%	Engineering designs have been completed for Mooraback and Winterbourne Bridges. Preliminary designs completed for Army Bridge.
Winterbourne Bridge	March 2021	December 2023	10%	
Mooraback Bridge	March 2021	December 2023	10%	
Tia Diggings Bridge 1	March 2021	December 2023	10%	Four tenders have been received, all well over the budgeted values. Variation request for additional funding has been sent to Transport for NSW.
Tia Diggings Bridge 2	March 2021	December 2023	10%	
Niangala Bridge	March 2021	December 2023	10%	



2. State Roads

Funding Source: Transport for NSW – Road Maintenance Council Contract (RMCC) – Annual Program				
Project	Project Start	Planned Completion	Tracking Status	Comments
Oxley Highway – 2021/2022 Routine Maintenance	July 2021	June 2022	33%	Routine road maintenance works continue. Shoulder grading, pothole patching and incident response works undertaken. Tree removal/trimming in Surveyors Creek to be completed in November depending on the availability of workers.
Oxley Highway – Segment 2670 near Hartford Road – Additional works	March 2021	July 2021	100%	Backfilling behind headwall completed. Project completed.
Oxley Highway Safety Project 2602 – Segments 2700 to 2720	January 2021	August 2021	100%	Pit grates has been installed. Project completed.
Oxley Highway – Resealing Program	August 2021	March 2022	98%	Resealing of 12 segments completed. Line marking of 2 segments pending - to be completed by end of November.
Oxley Highway – Reseal Preparation	August 2021	March 2022	5%	Shoulder grading works completed. Weed spray is planned for November 2021. Heavy patching scope finalised and commence end of November.
Oxley Highway – Heavy Patching	September 2021	June 2022	2%	Heavy patching scope finalised and commence end of November.
Oxley Highway – Safety Barrier Upgrade Works	September 2021	June 2022	10%	Work Proposal submitted to Transport for NSW for approval. Project to start on March 2022.
Oxley Highway – Fatality Site Safety Upgrade Works	September 2021	June 2022	0%	Scope finalisation is in progress.
Oxley Highway Safety Project 2606 – Segments 2150 to 2140 – Pavement Widening	February 2022	March 2022	0%	Preliminary scope received from Transport for NSW to inform Work Proposal.



3. Regional Roads

Funding Source: REPAIR grant, part of Block grant & Thunderbolts Way Corridor Strategy - Grant agreement requires all work completed by May 2022)				
Project	Project Start	Planned Completion	Tracking Status	Comments
Rehabilitation of Walcha Township Approaches - Derby Street – (Segments 4710 and 4720)	July 2018	May 2022	12%	Project tender closed on 12 Oct and the tender value received was 60% higher than expected. Further to be discussed in the Capital Advisory Committee. The cost of providing an asphalt surface will be detailed in the business paper report.
Project 5.5 Rehabilitation of Segment 4580 near Glen Morrison Road	July 2021	May 2022	100%	Stabilisation, sealing and line marking works completed. Project complete.
Project 5.4 Rehabilitation of Segment 4570 at Lake Road intersection	August 2021	May 2022	70%	Stabilisation, sealing and line marking works completed for 900m. Survey and design of improvements to Lakes Road intersection commenced. Construction works to improve Lakes road intersection will commence in Mar 2022.
Project 5.3 Rehabilitation of Segment 4560 near Lake Road	October 2021	May 2022	5%	Culvert replacement & tree removal works completed. Rehabilitation works to commence in Feb 2022.
Project 5.2 Rehabilitation of Segment 4550 near Lake Road	November 2021	May 2022	5%	Culvert replacement & tree removal works completed. Works to commence in November 2021.
Project 5.1 Rehabilitation of Segment 4540 near Hicks Bridge	February 2022	March 2022	70%	Culvert replacement & tree removal works completed. Stabilisation works commenced and will be completed by November 2021.
Project 10 Rehabilitation of Segment 4370 near Smith Ck Bridge	October 2021	October 2021	0%	Preliminary pavement investigation completed and overlay design finalised. Job awarded to contractor. Works to commence in November 2021.
Thunderbolts Way Road –Shoulder Grading & top up	October 2021	April 2022	0%	Shoulder widening and top up gravel works to be started in November and the segments will be resealed in March/April 2022.
Thunderbolts Way – Resealing Program – 2021/22	1 October 2021	30 April 2022	0%	Scope yet to be finalised.



Funding Source: Transport for NSW – Regional Roads Block, Traffic Facilities & Supplementary Grant Programs - Annual				
Project	Project Start	Planned Completion	Tracking Status	Comments
Thunderbolts Way and Topdale Road – Routine works	July 2021	June 2022	32%	Routine road maintenance works underway. Pothole and sign repairs works completed.
Thunderbolts Way – Heavy Patching	Sept 2021	Nov 2022	100%	Heavy patching works completed.

4. Water, Sewer & Waste

Funding Source: Restart NSW Grant – with supplementary funding by Local Roads & Community Infrastructure grant				
Project	Project Start	Planned Completion	Tracking Status	Comments
Walcha Truck Wash Bay Upgrade	Early 2019	June 2021	100%	Truckwash soft opening was completed on 21/10/21. Formal opening Saturday 20 November. Project complete, but facility may require further (unfunded) improvement works in the future.

Funding Source: Restart NSW Grant				
Project	Project Start	Planned Completion	Tracking Status	Comments
Walcha Wastewater Treatment Plant Upgrade	2019	Dec 2021	97%	Improved telemetry and site fencing to be completed in December, COVID restrictions permitting Scope of work funded still to be determined to allow final works to be complete. Fence at the WwTP is not requiring replacement, fence at the pumping station does.
Walcha Off Creek Storage	March 2020	Late 2022	15%	Hunter H20 are now Council’s sole project managers with another management layer removed. A Project Leadership Group with the Mayor included has been formed. So to a Project Group and an Assurance Group. A briefing session for local contractors was held in November.



Funding Source: Restart NSW Grant				
Project	Project Start	Planned Completion	Tracking Status	Comments
Walcha Waste Strategy 2025	August 2020	Jan 2022	60%	Project delayed extensively due to departure of original project team. Draft strategy now expected to be finalised in Jan 2022. Ongoing in progress
Watermain Renewals	July 2021	June 2022	0%	No renewals to be carried out this FY as program has not been established and no budget has been secured. Forward planning to be carried out in the remainder of this FY to commence renewals program next FY. The only exception to this could be the replacement main in Derby St linked with the Road rehabilitation.
Water Meter Replacement	July 2020	June 2022	0%	Report tabled at the CAC meeting in Oct 21. Agreement in principle to deploy smart metering after suitable funding is secured. Funding opportunity may be available via Water Efficiency & Leak Reduction Program.
Sewer Relining Program	July 2021	June 2022	0%	Sewer relining project needs to be reprioritised with Sewer Inflow Infiltration investigation and survey works (condition on varied EPL). Report to be tables at the next CAC Meeting.

5. Community Projects

Funding Source: Transport for NSW Walking and Cycling Program 2020/21 Grant agreement requires all work completed by June 2021				
Project	Start Date	Planned Completion	Tracking Status	Comments
Improve Walcha Pathways	Oct 2020	Sept 2021	Completed	Extension to Mill Hole shared path will be completed as part of the adjoining roadworks due to a likely change in footpath levels occurring.

Funding Source: Stronger Country Communities – Grant agreement requires all work to be completed by March 2023				
Project	Project Start	Planned Completion	Tracking Status	Comments
Levee Bank Walk Lighting	2020	July 2022	5%	Revised quote has been received, subject to October Council meeting report.
Walcha Men's Shed Relocation	2020	November 2021	75%	Construction in progress.



Funding Source: Bushfire Local Economic Recovery Fund				
Project	Project Start	Planned Completion Date	Tracking Status	Comments
Walcha Swimming Pool Refurbishment	May 2021	October 2022	5%	Concrete coring has been conducted on areas of the pool to determine condition. Pool set to open November 13 th
Renew Walcha Skate Park	August 2021	June 2023	5%	Awaiting on funding agreement details from Department. Until a Project Manager is appointed, Constructive Solutions have been engaged to assist in design and tendering.
Upgrade Walcha Lions Park	August 2021	June 2023	0%	Awaiting on funding agreement details from Department.

Funding Source: Local Roads & Community Infrastructure Phase 3 - Grant agreement requires all work completed by June 2023				
Project	Start Date	Planned Completion	Tracking Status	Comments
To be determined	January 2022	June 2023	0%	Projects to be workshopped and included in a future Quarterly Budget Review

Funding Source: Local Roads & Community Infrastructure Phase 1 Grant agreement requires all work completed by June 2021				
Project	Start Date	Planned Completion	Tracking Status	Comments
McHattan Park Works to Improve Access and Facilities	Oct 2020	June 2021	90%	Weather signs sculpture has been reassembled and electrical works completed.
Improve Pedestrian Safety on Blue Hogan Bridge	Oct 2020	June 2021	10%	Project on hold. Transport for NSW now actively considering the need for vehicle barriers on the bridge. Awaiting confirmation of proposal approval and possible request for Council contribution to costs



Funding Source: Local Roads & Community Infrastructure Phase 2 Grant agreement requires all work completed by June 2022				
Project	Start Date	Planned Completion	Tracking Status	Comments
Walcha Community Gym – equipment, signage and security	July 2021	June 2022	2%	3 Quotes obtained with 1 recommended by the Advisory Committee.
Electrical Assessment Upgrades	July 2021	June 2022	5%	No formal tenders received on time. The work required is now being validated before breaking into similar packages, such as water/sewer.

6. Proposed Works for the Coming Period

6.1 Rural Roads:

Two maintenance grading crews are currently operating on our local road network at the following areas:

Winterbourne Area – Maintenance grading works continuing in this area, with the following roads remaining: Mirani Road, Ohio North Road, Moonganna Road, Blue Mountain Road, Hazeldean Road and Uruga Road.



9.3 ENVIRONMENT & DEVELOPMENT:

Ref: WO/2021/04451

Responsible Executive: Director Environment & Development

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.

RECOMMENDATION: That items included in the Environment & Development Management Report be **NOTED** by Council.

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

Development & Construction	<i>The regulation of the way land is used and developed and certification of safe construction practices. (CSP References 6.1.2, 6.1.7, 6.5.1, 6.6.1, 6.6.3)</i>
Strategic Planning	<i>Land use management through a range of state and local strategies, plans and policies (CSP References 2.1.9, 5.3.1, 5.3.4, 6.1.6, 6.6.2)</i>
Environmental Management	<i>Environmental monitoring, programs and investigations to maintain the health of our natural and built environments. (CSP References 6.1.1, 6.1.3, 6.1.4, 6.1.5, 6.4.1)</i>
Regulatory Services	<i>Monitoring of activities, premises and systems to protect public health. (CSP References 3.2.3, 3.2.4)</i>
Animal Control	<i>Responsible pet ownership through policy and regulation of keeping of animals. (CSP Reference 7.2.2)</i>
Building & Amenity Maintenance	<i>Building infrastructure asset management of Council facilities to continue services to the community. (CSP References 2.1.7, 3.2.5, 5.2.3, 5.6.1, 8.2.3, 8.2.4)</i>



1. Development & Construction

Development Statistics 2021-22	DAs	CCs	CDCs
Total Number Approved	16	12	6
Approved under Delegated Authority	15		
Approved by Council Registered Certifier		11	3
Approved by Council	1		
Approved by Private Certifier		1	3
Value	\$1,414,745	\$893,512	\$830,646
Number Withdrawn / Cancelled	1	-	-
Number Rejected	-	-	-
Number Refused	-	-	-

1.1 Determinations Issued

October 2021			
Development Application's			
Number	Description	Address	Determination
10.2021.37	Boundary adjustment of land	17S Middle Street Walcha	Approved under delegated authority
Construction Certificate's			
Number	Description	Address	Determination
11.2021.34	New single dwelling	319 Bukeiro Road Walcha	Approved by Council Registered Certifier
11.2021.40	Garage	107E North Street Walcha	Approved by Council Registered Certifier
Complying Development Certificate's			
Number	Description	Address	Determination
18.2021.6.2	Alterations & additions	1791 Winterbourne Road Walcha	Approved by Council Registered Certifier

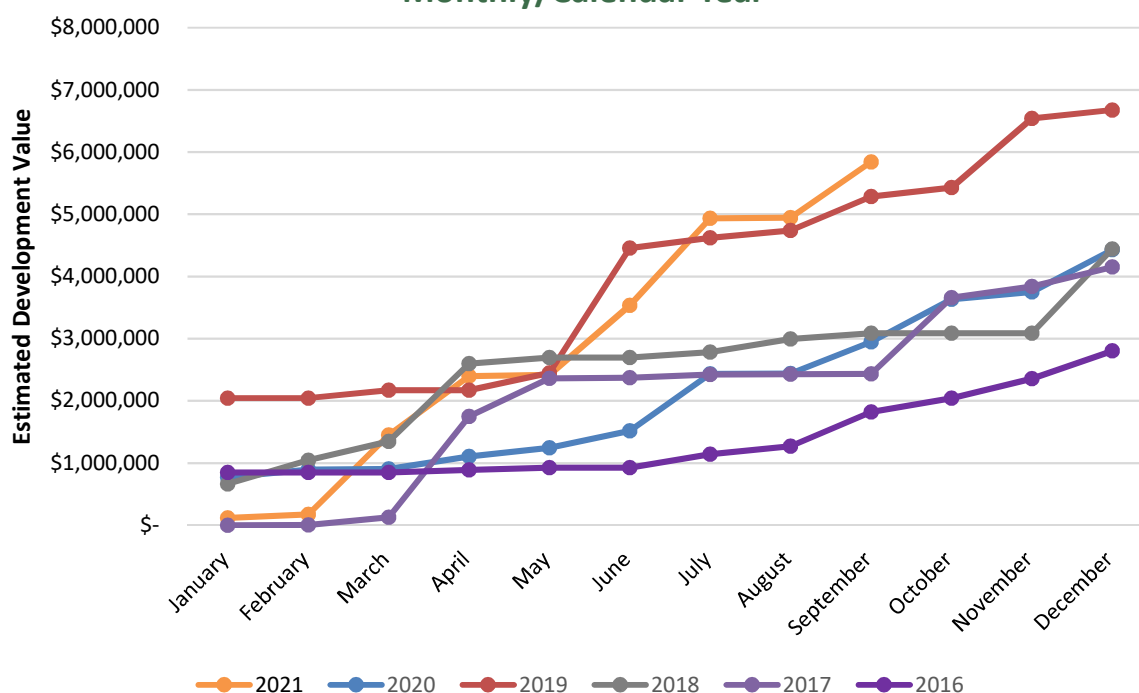
1.1A Development Applications Outstanding

Development Applications Outstanding as at 1/11/2021				
Number	Description	Address	Date Lodged	Status
10.2021.31	Truck wash bay with shed cover	305 Darjeeling Road Walcha	24/12/2020	Waiting on additional information
10.2021.33	Subdivision of land	369 Brackendale Road Walcha	28/7/2021	Waiting on additional information
10.2021.36	Alterations and additions to a commercial premises	16W-26W Fitzroy Street Walcha	02/09/2021	Waiting on additional information



For Councillor information, following is a graph published on Council's website each month showing the combined (DA & CDC) approved development value for the LGA. It highlights the monthly and annual trend for the calendar years of 2016 until present.

**Approved Estimated Development Value Comparison
 Monthly/Calendar Year**



1.2 Certificates & Advice

October 2021			
Number Issued	2020-21	2021-22	Current Period
Occupation Certificate's	12	6	1
Subdivision Certificate's	9	1	-
Planning Certificate's	154	38	13
Building Information Certificate's	1	1	-
Outstanding Notices Orders Certificate's	27	5	-
Bushfire Attack Level Certificate's	1	-	-
Dwelling Entitlement Advice	11	4	-

1.3 Compliance Inspections for DAs, CCs and CDCs

October 2021			
Number Completed	2020-21	2021-22	Current Period
Site inspections	37	15	1
Footings & slab inspections	14	11	5
Framework inspections	6	1	-
Waterproofing inspections	3	2	1
Stormwater inspections	-	1	-



Final inspections	7	4	2
Food premises fitout inspections	2	1	-
Complaints	-	1	-

1.4 Bushfire Recovery Grant Funding – Regulatory & Associated Fees Waiver

Information on regulatory and associated fees under the Environmental Planning & Assessment Act 1979 and Local Government Act 1993 for repairing and replacing bushfire affected property waived.

As noted in Item 6.7 of the September 2021 Business Paper, take up of the development consent subsidy has not occurred as expected. As of 1 September 2021, Council's Community Recovery Officer has advised there is only one bushfire total loss rebuild applied for in our LGA.

The application has been submitted to Resilience NSW (Disaster Welfare Services) and is still with the Commissioner awaiting approval; Resilience NSW are unable to provide specific build cost information, however indicated the broad range for their builds may be between \$300,000 and \$600,000.

Based on this information, the estimated regulatory and associated fees to be waived could be between \$2,835 and \$3,875 as detailed in the table below:

Fee Type	Estimated Cost of Development	
	\$300,000	\$600,000
Development Application	\$1,085	\$1,525
Planning Reform Fund (State)	Waived	Waived
Construction Certificate	\$850	\$1,450
Inspections	\$630	\$630
Long Service Levy (State)	Waived	Waived
S68 – install OSSM system	\$270	\$270
TOTAL	\$2,835	\$3,875

Bushfire Recovery Grant Funding – Regulatory & Associated Fees Waiver	
Current budget allocation	\$2,000
Actual expenditure	
Dwelling entitlement advice	\$110
Estimated additional expenditure	\$2,835
TOTAL	\$2,945

2. Environment & Regulation

2.1 Section 68 Activities

Section 68 Activity Data	2020-21	2021-22	Current Period
Number Issued	24	10	1



2.2 Compliance Inspections for Section 68 Activities

October 2021			
Number Completed	2020-21	2021-22	Current Period
Site inspections	Data not available	1	1
Internal drainage inspections		2	-
External drainage inspections		2	-
Water supply work inspections		-	-
Final inspections		1	1

2.3 Public Health Activities

October 2021			
Compliance Inspections & Reports Issued	2020-21	2021-22	Current Period
On-Site Sewage Management Systems	3	2	1
Food Premises	23	1	-
Private Swimming Pools	1	-	-
Fire Safety Schedules	-	1	-
Skin Penetration Procedure Premises	-	-	-
Advertisements / Advertising Structures (incl. sandwich boards)	1	1	-

3. Animal Control

Companion Animal Registrations 2021-22								
	Desexed	Non desexed	Pensioner (desexed)	Pound Purchase (desexed)	Cat Desexed	Under 6 Months	Working	Value
Jul	-	-	-	-	-	-	-	-
Aug	2	2	-	-	-	-	-	\$580.00
Sep	4	4	-	-	-	-	-	\$1160.00
Oct	1	-	-	1	-	-	-	\$66.00

Companion Animal Seizures 2021-22						
	Seized	Surrendered	Released	Rehomed	Euthanised	Stolen/Escaped
Jul	-	2	-	2	-	-
Aug	1	2	1	2	-	-
Sep	-	-	-	-	-	-
Oct	5	-	1	4	-	-

Companion Animal Ranger Services 2021-22				
	Dog attack investigation	Roaming dogs	Roaming cats	Barking dogs
Jul	-	2	1	4
Aug	-	4	3	3
Sep	-	6	2	3
Oct	1	4	2	1



9.4 COMMUNITY AND TOURISM

Ref: WO/2021/04564

Responsible Executive: Director Community & Tourism

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.

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

1. WALCHA COUNCIL COMMUNITY CARE October 2021

1.1 Groups

There have been some large functional changes that have occurred over the month of October, including preparing the clients for the new COVID-19 vaccination guidelines. So far there have only been positive responses to this process and many of the clients have shown appreciation for the additional information, as well as assistance in gaining their vaccination certificates and COVID-19 QR cards for checking into businesses.

We had our first large group day out to Black Mountain Nursery which is always a favourite. There was a large amount of shopping for new plants for the garden, followed by lunch at Armidale Bowling Club and topped off with an ice cream in Uralla. It was a big day but everyone seemed to have a great time.

Men's and Women's groups got together for their morning teas and the Women's group went to Uralla Top Pub for a lunch. The Men's group was meant to head to Apsley Falls for a bbq but was slowed down by weather. The Wanderer's went for morning tea at the Mill Hole park and we had a small Community Café that was enjoyed by all that attended.



We have also partnered with a local community group that provides Bingo to a number of local residents. They were originally settled at the RSL before moving to the Motel for their Saturday game. Unfortunately, their membership was too large for them to stay there and be inside the COVID-19 social distancing requirements so they have moved permanently to WCCC. As we have over 10 of our clients participating this has also been great for our program. We supply coffee, tea, milk, biscuits etc and a volunteer and they have access to the rooms free of charge. This allows us to claim the outputs for the clients that attend and assists us in meeting our funding agreements. They now access our rooms every second Saturday and it has so far been a great partnership.





New Clients for the month- 8

Exited Clients- 0

Total Clients- 334 (including all transport clients)

<i>Women's Group</i> 6 October- 12 20 October- 5	<i>Wanderer's Group</i> 13 October- 2
<i>Men's Group</i> 12 October- 7 26 October- cancelled	<i>Art Group</i> Cancelled due to volunteer illness.
<i>Card Group</i> 5 October- 6 12 October- 5 19 October- 5 26 October- 6	<i>Community Café</i> 14 October- 4
<i>Joint Excursion- Black Mountain Nursery</i> 5 October- 16	<i>Scenic Drives</i> 11 October- 3 18 October- cancelled
<i>Bingo</i> 9 October- 9 23 October- 11	

1.2 Transport – October 2021

Medical drives – 28 trips were delivered during the month, including local trips as well as to Tamworth and Armidale.

<i>Walcha Access bus (every Monday)</i> 4 October- cancelled 11 October- 3 18 October- 3 25 October- 2	<i>Bus to Armidale (every Thursday)</i> 7 October- 3 14 October- 3 21 October- 6 28 October- 6
<i>Bus to Tamworth (monthly)</i> 29 October- 2	<i>Taxi Vouchers</i> – 22 clients used the service with 212 trips being provided.

1.3 Meals on Wheels

Meals on Wheels volunteers are back in place and we now have a completed monthly roster for this. All security check ups (including police checks) are being maintained to ensure they are up to date.

This month clients received hot main meals with some of those clients also receiving desserts and frozen meals throughout the 7-day week.

The total number of meals this month was: 629

- 271 hot meals
- 167 frozen meals and
- 162 desserts.

1.5 Feedback and Complaints

There was a concern brought forward by a client in relation to the physical assistance not being provided to our frailer clients. This issue was immediately broached with the staff and



it was ascertained that they were still operating under some restrictions that were put in place while they were recovering from a minor workplace injury that had since been cleared. After confirmation from the Walcha Council WHS officer, the staff member was instructed to resume full duties without limitation. The client was also informed that the changes had been made.

Jess Goodwin
Community Care Coordinator

2. LIBRARY AND YOUTH

October 2021

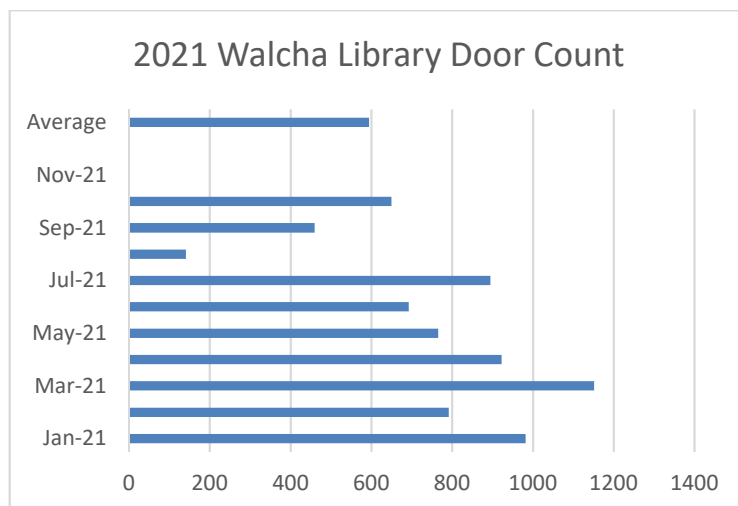
Stats:

- Loans: 613
- Returns: 701
- Reservations placed & issued: 202
- New members: 5
- Door count: 650
- Wi-fi use: 33
- Computer use: 45
- Housebound: 11

Other statistics:

- Borrow Box
 - eAudio 47 users – 204 loans
 - eBook 19 users – 78 loans
- Libby (whole of CNRL)
 - 118 users: 191 eaudio, 20 eBook & 387 eMagazines

General usage of the Walcha Library has returned to average again in October. With the introduction of new COVID-19 requirements, the doors were open for business again. Loans, returns, and reservations have almost all settled back to average, with membership and the door count rising slightly higher than average this month.





COVID-19 response

Since re-opening after the August-September COVID-19 closure staff have been able to assist all visitors to sign in using their own device, a sign-in card or verbally using the library’s device set up to directly input into Service NSW’s COVID-19 webform. On 11 October, requirements changed to require all people entering the library to be fully vaccinated for COVID-19. Staff developed a new ‘conditions of entry’ document to outline the entry conditions and produced appropriate signage and procedures for visitors and staff to ensure the requirements were fully understood, and staff were comfortable with enforcing and assisting members to meet them. Staff spent time becoming acquainted with the software required, including ‘MyGov’, Medicare and ServiceNSW app changes so they could assist visitors. A register of members was created by staff for regular members who agreed to be listed for staff reference, so as they don’t have to show their documentation each time they visit the library. Staff believe that this restriction initially deterred some people from visiting the library with door count numbers showing an obvious drop the week it was implemented.

Outreach & promotion

Outreach and library promotional activities have allowed Walcha Library to engage with the community this month. They include:

- The notice board in the library window regularly being updated with library and community information and events
- Staff have continued to use a systematic and measured approach to the use of social media to engage with the community and library members this month

Social media

The popularity of the Walcha Library Facebook page increased again this month and now 216 people have liked our page (increasing by a further 2 this month) and 237 followers (2 new followers). The number of posts shared in October is less than September when the library was closed and unable to interact with their members in person. Staff have continued to use the systematic approach to ensure the content was engaging, useful and an effective use of staff time. The library shared 22 posts (11 less than last month) on the Facebook page reaching 1074 different people (this is a 4% increase to last month despite having 30% less content). The 9 Instagram posts shared throughout October received 100 ‘likes’. Library and Youth Instagram posts are now followed by 186 people, with 7 new followers this month.

The programs, activities and information shared via Facebook and Instagram this month have been broken into two categories below, Engagement & Service content:

Engagement content: fun and interactive posts shared to engage with the library community and/or acknowledge events/themes being celebrated in wider community	# people reached on Facebook	People engaging on Instagram
Total 12 engagement posts	615	52
• Sharing of Council ‘Finding Calm in Chaos’ photography inspirations posts & promotion of photography workshops	53	8 + 11 + 9
• New library front entrance signage		24
• Share of local author John Heffernan’s new Youtube channel videos & workshops	65 + 93 + 45	
• Announcement and photos of school holiday fun pack challenge participants and	169	



winners	
• Share of NSW Gov 'Office for Regional Youth' Regional Youth Taskforce application information & reminder	74 + 70
• HSC webinars provided by State Library	46

Service content: informative posts about the library services, facilities and programs (including important updates or changes to them)	# people reached on Facebook	People engaging on Instagram
Total 18 service posts	1538	48
• Announcement that Puzzle Library to continue permanently after the holidays (including photos from children who completed them in the holidays)	123	15
○ Change of conditions of entry due to new COVID-19 vaccination requirements Click/Call & Collect service information for those unvaccinated from 11 th October	96	4
• eLibrary promotions:	45 + 56	
○ Beamafilm (Halloween theme)		
○ Kanopy (Halloween theme)		
• 2 x Author talks available by Zoom through CNRL (Judy Nunn & Nicola Moriarty)	78 + 40	
• #Fridaydeliveryday post celebrating the return of Tamworth library deliveries or returns and exchanged items	80 + 75 + 49	
• Storytime & Baby Booktime promo & online CNRL and Childrens Week Storytime	122 + 60 + 75	8 + 9
• Aussie Bird Count themed display & kids activities	74	12
• Tech Savvy Seniors November 2021 promo (also shared on 2 other Facebook pages)	565	





Since the State Library advised that there were remaining funds to spend from the Public Library Infrastructure grant received in 2020, staff have spent some time this month organising for the ordering and purchase of the items quoted in September. Some of the items have been installed and delivered. The new signage and frosting on the glass door and signage on the after-hours returns box were installed. Both have made for a neat finish of the entrance, and the frosting also provides sun and glare protection, while still letting in light. All items have been ordered, and have started arriving. The new whiteboard for workshops, hand sanitiser stand and outreach brochure stand arrived this month, however other items are expected to experience delays. The suppliers providing the Smart TV, shelving and stackable chairs have both advised that they are experiencing long delivery delays due to COVID-19.



Programs

The library has continued to support those learning in the community this month. In addition to providing a space, free wifi, computers and printing for study purposes (for both school & tertiary students). The library have been in touch with the local high school to ensure HSC students are aware of the study resources available at the library and through the State Library of NSW. Four local home-school families have once again used the Walcha Library to access resources to support their learning modules, and this includes a number of staff-assisted reservations to make use of the entire CNRL collection to meet their learning needs. Staff also kept in touch with these families to communicate any changes to library services. This month an email was sent offering click and collect for the unvaccinated. Local teachers continue to use the library resources, with another teacher sourcing materials for her classroom this month. The library will continue to support these teachers, families and learners.

Due to the school holiday success of the new Puzzle Library, it was decided that it will become a permanent addition to the Walcha Library collection. More donations have been made this month, and loans of this varied collection have continued to be popular amongst adults, children and families. The collection now holds 43 jigsaw puzzles for all ages. The current manual system of loaning is only temporary as the CNRL team have offered to catalogue the collection into the system, just like the books, DVD's etc.

Housebound library services returned in October to both bulk and individual clients. Quota volunteers delivered the bulk delivery to residents of The Riverview Nursing Home and some individual housebound members in care facilities and in their homes.

The Walcha Library Book club and the 'Taphouse' Book club's both returned to face-to-face meetings this month. The Walcha Library Bookclub met as usual in the library, with 7 members in attendance. There were 5 members able to meet for the 'Taphouse' Bookclub,





which was held on a Tuesday instead of the usual Wednesday, to discuss “We need to talk about Kevin”. This emotive book inspired some interesting discussion, and library staff reserved the DVD through CNRL for the members interested in making the comparison to the film. Members are looking forward to discussing the ‘Dark Emu’ and ‘From Scratch’ in November.

Walcha Librarian Cassie attended one of the CNRL Author talks this month, which was held online via Zoom with Australian author Judy Nunn. The insight into the authors writing processes and inspiration was a great prelude to hearing about her collection of books, including her new book, Showtime. These opportunities provide library staff with a greater understanding of the collection which helps with readers advisory and providing literary guidance to members.

Storytime and Baby Book Time was planned for 21 October but didn’t attract its usual audience of local toddlers due to some last minute cancellations. The text message reminders sent to parents in the week before the session gathered a number of bookings. However, most of the families came down with various cold & flu like symptoms and there were also some unvaccinated parents that couldn’t enter the library due to the current COVID-19 restrictions. This is unfortunate, but unavoidable, given the COVID-19 restrictions at present and the nature of early childhood virus’s.

The Walcha Library’s Baby’s First Library Bag program has kicked off again for 2021. 40 packs were distributed to child health nurses from the Walcha Hospital this month, to be given out at their home visits with newborns & parents over the coming year. Hospital staff reported that they had 3 left from 2020, and were very thankful for the contribution from volunteer sewers and Walcha Council. They also wanted to pass on the very positive feedback they have received from parents in 2020’s launch of the program.

The Walcha Library’s CNRL Seed Library has become popular again this month due to the change in season. Members have been taking and donating seeds again. With the purchase of some pockets and hooks, the donated seeds can now be bagged and labelled in Walcha, instead of sending them off to staff at the Nundle library. Nundle CNRL staff have supported Walcha staff to set this up as a quicker and more efficient way to get the seeds in the collection.

The library staff have continued to provide drop-in tech support for the community this month, especially with the introduction of the COVID-19 vaccination evidence requirements. Staff have worked with over 10 people throughout the month, on these phone apps & websites, in addition to the usual eLibrary tech support enquiries.

Training

Staff have both participated in training and professional development activities this month. Both Cassie and Rebecca attended the Council’s Values & Behaviours sessions run by the Human Resources team, identifying the values and behaviours important to our team, and contributing to the ‘We statements’ moving forward. Library coordinator Cassie McKenna participated in a number of other training opportunities this month including:

- The State Library of NSW training module for small library staff looking at local studies collections. This involved 3 weeks of working through online materials, and reflecting on Walcha’s collection and participating in a series of Zoom discussions with librarians all over NSW. This training was a great opportunity to look at local



studies collections in more detail, and gather information and support to take on contemporary collection projects.

- 'Australian Digital Inclusion Index' 2021 launch was a one hour online webinar with a range of speakers discussing the findings of the national report. This annual report supported the library's Tech Savvy Seniors program and continued investment in public access computers and devices and free internet services.
- 3 x 1hr modules from the Niche Academy Library online training package provided by CNRL; Homeless Q&A, Burnout & Stress and Advanced Body Language.

Tech Savvy Seniors sessions are being prepared for the five weeks from 9 November to 7 December. Staff have started taking bookings this month, and have been actively promoting the program with members, on social media, in the local Apsley Advocate, via posters and the Walcha Community Care newsletter.

Cassie McKenna
Library Coordinator

3. Preschool

October 2021

Each term the preschool children practice Evacuation procedures. These include fire drills, snake drills and lock down drills. Our new signs have been extremely effective helping the children to familiarise and re enforce evacuation routes and practices. Their response has been automatic whenever they hear the whistle, they are able to safely evacuate to the designated area, where signs are.



Children had their preschool photos taken last week. Expressions of Interest were called for local photographers wanting to take the preschool photos and Candice Little was the successful applicant. Candice worked wonders with the children creating some lovely shots. Memories that will last a life time for our children and families.

Thank you to the Quota club for their generous donation of reading books. Providing the children with a wonderful range of reading materials, will encourage vocabulary, knowledge,



memory skills, improved grammar and concentration. Appreciation stickers are placed in each donated book to show the year and who donated that book.



Remembrance Day

The children decorated and created poppies using creative arts to remember. We made a lovely display to encourage children and families to discuss and remember the people that fought for our freedom and safety in Australia. An important celebration. To help the children understand the concept of Remembrance day and why poppies are displayed a book "Billy's Story" was read to the children. A book about Billy, an Armidale boy who joins the Australian Army and goes off to war in Gallipoli in 1915. The book shares the story of Billy and how other people like him served our beautiful country so that we could be free and safe.





Each year the children before school benefit from “STEPS” State wide eyesight Preschool Screening. This State-wide Eyesight Pre-schooler Screening program is an initiative of the NSW Ministry of Health and offers all 4-year old children a free vision screening assessment. This is a highly recommended screen as vision problems may not be detected unless a child’s vision is screened. If a problem is detected, it’s recommended that the child get a full test by an eye health professional. This valuable service has seen many preschool children over the years need glasses.

Outdoor area

Currently as working bees are on hold, the educators and children have been working hard getting the vegetable patch ready. After a lot of digging and weeding we are nearly there. A family member will be delivering us some soil to fill our garden beds next week. We are so excited and cannot wait until we can start to grow, pick and eat our own vegies. The children have started planting seedings, they are coming along nicely.



Staffing:

This week Zoe submitted her resignation, effective from the end of this year. Zoe has accepted a permanent position based in Armidale with the Department of Education, Early Education and Care directorate. With Jenn Berryman our Aboriginal Liaison educator also relocating and resigning this term, the Preschool have lost two experienced and valued employees who will be greatly missed.

The Nominated Supervisor position (Zoe’s) will be advertised as soon as possible.

Debbie Williamson
(Acting) Nominated Supervisor



4. Tourism

October 2021

No report available this month.

Susie Crawford
Tourism Manager

5. Community Recovery Officer

October 2021

On Wednesday 13 October, local Walcha ladies gathered at the Fenwicke Tea House in Walcha for an array of treats and assortment of teas to celebrate Rural Women's day, a little early. As rural women, we find we wear so many hats and it is important to acknowledge that at times, it is ok not to be ok! The ladies discussed the importance of self-care, and keeping your 'cup full'. The High Teas were funded by the DPI Rural Recovery Support Service, with support of the Community Recovery Officer. This was also the last day of work for the DPI Rural Recovery support Officer-Chloe Hoy, who finished up with her Bushfire Recovery role. The high teas were well attended over both the sessions of 9.30am and 1.30pm with ladies from directly fire affected villages of Yarrowitch and Nowendoc, and featured guest speakers from Hunter New England Health and Rural Aid.

This month we continued "finding calm in chaos" photography event with our local RAMHP Coordinator in Tamworth. The theme is finding calm, what is your calm/happy place? How do you find a calm place in all the chaos of daily life? The online photography event is supported by Council and DPI Rural Recovery Support and promoted through local creative arts studio Walcha Handmade, Walcha Photography Club and Council.

The photography workshops were not able to run this month due to COVID-19 health guidelines on double vaccination. This event aims to engage the community and promote local support services and connectivity for people who may be going through difficult times either from bushfire, COVID-19, drought or other personal events in their life. There has been a steady stream of photos coming in, and these are going to be displayed in the windows of our Tourism office and local Handmade art store.

Grant applications- Black Summer Bushfire Recovery and EPA - Our submission for funding under this grant included an upgrade of access to our Aerodrome, Events and Communications officer position with a newly developed website for Council and works at Nowendoc Memorial Hall for water security and landscaping.

Council have been advised at the end of this month they have been successful with our grant application to clean up excessive Bushfire Greenwaste under the EPA's "*Bushfire-Generated Green Waste Program*" for a total of \$804195. The funding agreement has been received and it is under review to ascertain what costs are not covered.

Relationships Australia spoke at our monthly RSSN meeting and I did some follow up with Paula Paananen- Bushfire Resilience Project Coordinator. The two day workshop looks like it has excellent content and Paula hopes to visit our area in early December 2021.

During this month we have been continually planning some future events with stakeholders. These events include an information session in late November at Yarrowitch Hall with Red Cross, "Ladies tradie day" and The Wholesome Collective. These events include



stakeholders from Healthwise, Hunter New England Health Bushfire Recovery Clinician, Red Cross and TAFE NSW.

Community Resilience Training program (through Bushfire Community Resilience and Recovery Fund (BCRRF)) – The chemical course was delivered for eleven participants over two days. It was great to see some participants from fire affected areas such as Yarrowitch and Nowendoc participate in the course. The First Aid course that was scheduled for 20 October had to be rescheduled due to competing TAFE NSW commitments, and this is now at capacity of eighteen students to be held on 3 November. TAFE NSW were helpful in assisting with notification of the reschedule to participants. There is one more chemical course due to be held in early November, which may be postponed if there is not enough interest.

Community Recovery Officer assistance response to **Emergency Operations Centre COVID-19 Response** - The Emergency Operations Centre LEMC continues to meet weekly in a virtual capacity in response to COVID-19. I sit in these meetings as representative of Walcha Council in an observing capacity when I can. I have assisted with completing some response planning documents that NSW Police force has requested in the last month and also liaise with local police, the local GP Clinic, indigenous representatives on our communities vaccination rates, LEMC meetings and COVID-19 response.

The Wholesome Collective - Planning is continuing with the Wholesome Collective on attending our area to deliver some cooking and nutrition workshops in the area and outer communities. The Wholesome Collective have been postponed till November 22-24 (COVID-19 restrictions pending) to attend Yarrowitch, Walcha Central School for a small schools gathering cooking workshop, and Walcha Community Care. Advertising has started for our Yarrowitch visit and names are steadily coming in for the workshop.

Disaster Dashboard – The Disaster Dashboard has the correct content and Council logo and some checks have been done through the backend admin login. It is ready to be launched/linked on our website for public access.

Ladies Tradie day- Planning continues on this event in order for it to be hugely successful. Currently we are working on availability of a presenter and this may move the event date into January 2022. I have spoken to a local business to provide/show some products from their Stihl range (battery operated) and a trainer/small engine mechanic support the one day event, with Healthwise.

Brooke Jeffery
Community Recovery Officer



Item 10: Committee Reports

That Council RECEIVE and NOTE the following Committee Minutes



Walcha Council
Capital Advisory Committee
Meeting Minutes

held on

Monday, 25 October 2021

at

8.30 am

at

Walcha Council Chambers

PRESENT: General Manager Barry Omundson (Chairperson), Mayor Eric Noakes, Clr Clint Lyon, Clr Scott Kermode and Senior Management Accountant Rose Strobel.

IN ATTENDANCE: Works Manager – Classified Roads – Dalim Paul; Works Manager – Local Roads, Recreation & Assets – Matthew Targett; Works Manager – Water & Waste – Alan Butler; Constructive Solutions – Mick Bloem; HR Manager – Karla Lovell; WHS Officer – Noel Chalibbulaca.

1. APOLOGIES:

Christian Martin – Manager Corporate & Finance

Committee Minutes



2. CONFIRMATION OF PREVIOUS MEETING MINUTES HELD:

Minutes of meeting held 16 September 2021 were reviewed. Matters arising:

- 4.3.2 Blue Hogan Bridge – General Manager advised a letter was sent to Transport for NSW, no response received to date.

General Manager has emailed Tamworth Regional Council GM to query their capacity to offer engineering services due to Council's volume of work.

3. DECLARATIONS OF INTEREST

Clr Kermode declared an interest in the Aberbaldie Road proposed project and it was agreed that he would leave the meeting while the matter was under discussion.

4. GENERAL BUSINESS:

4.1 Welcome and Open by Chair

The General Manager and Chair welcomed all members and declared the meeting open.

4.2 Reports Part A & B

4.2.1 Agenda #1 - Mick Bloem, Engineering Manager Constructive Solutions, introduced himself and gave some background regarding himself and Constructive Solutions and their involvement with Walcha Council's projects. He then gave an update on the status of the Truck Wash Bay and Timber Bridge Replacement projects.

Matthew Targett joined the meeting.

4.2.2 **Bridges Tender Report** – Works Manager – Local Roads, Recreation & Assets
Agenda #16 – Tenders for 3 Bridges more expensive than expected. Discussion was held around reducing the scope of the tender or replacing timber bridges with box culverts. M Targett to undertake further investigation and query costings of box culverts.

Discussion was also held regarding the remaining 9 timber bridges in the Walcha LGA and availability of funding. M Targett to provide late report to Council Meeting on 27 October.

Agenda #8 – Proposed program for Footpaths and Kerb & Gutter was reviewed. It was noted the current year budget does not allow for all work to be completed. Shared Pathways project - It was noted there are cracks in the new footpath installed opposite the Rose Garden. Investigate if the contract with ETE Services included any retention/liquidated damages amount.

It was requested that Contractor Performance Report and Project Closure Report be provided to the Committee in future. Clr Kermode requested that all reports include the author's name.

Matthew Targett left the meeting.

Dalim Paul joined the meeting.



4.2.3 Thunderbolts Way Strategy – Works Manager – Classified Roads

Agenda #2 - Derby Street Upgrade. Project is part of the Thunderbolts Way Corridor Strategy which is due for completion June 2022. Derby Street segments are approaches into town. Original cost estimates are well below current costs and will require additional funding to complete. D Paul to provide detailed costing to the next meeting. Investigate if other funding is available.

Skate Park Upgrade (not on Agenda) – Council has secured \$866,964 funding (BLERF) for construction of Skate Park. M Bloem advised that Tamworth Regional Council and MidCoast Council recently completed construction of their skate park which was designed by a Melbourne based company. Constructive Solutions to engage with the company to scope a tender for construction. Community consultation will be needed before a design is approved.

Mick Bloem left the meeting.

Matthew Targett rejoined the meeting.

Agenda #3 & 4 – **RMCC Update** D Paul provided an update on RMCC projects noting that the majority of projects are covering costs in line with TfNSW guidelines.

Agenda #5 – **Quarries** There are a number of issues with supply of gravel. Some suppliers are not honouring pricing under Regional Procurement Contracts due to pressures of high demand. A new quarry is expected to come online in the Walcha LGA but it is uncertain if the quality is sufficiently high grade for roadwork. Discussion was held around quality testing of gravel supplies. Council relies on testing carried out by the supplier but staff agreed that it would be prudent to randomly test deliveries of gravel against the suppliers' certifications. Council does not have an appropriately qualified operator and incomplete Quarry Management Plans so cannot produce gravel. Council to investigate opportunities to share a resource with a neighbouring council.

Dalim Paul & Clr Scott Kermode left the meeting.

Agenda #6(a) – **Aberaldie Road Project Application** Funding has been approved from Fixing Local Roads for \$703,384. Committee require more detailed scope of work and pricing before a decision is made. Report to be resubmitted to next meeting.

Clr Kermode rejoined the meeting and was advised of the outcome.

Agenda #6(b) – **Forest Way Sealing Project Application** Work is currently in progress funded from Bushfire Recovery Funding and Roads to Recovery. Additional funding approved from Fixing Local Roads for \$841,407 to seal remaining road to LGA boundary. The project was approved by the Committee.



Agenda #17 – Levee Bank Lighting M Targett presented options and costings for the Levee Bank Lighting project. The preferred option is Green Frog Systems overhead lighting. Requires consultation with the Arts Committee. GM to investigate procurement consideration.

Matthew Targett left the meeting.
Alan Butler joined the meeting.

Agenda #7 – Water Meter Installation A Butler presented options and costings for replacement of water meters. The Committee noted that current meters are outdated and inaccurate. A Butler to investigate if any funding is available for the project. The Committee endorsed Option 3 – automated meters installed by Council.

Alan Butler left the meeting.
Karla Lovell and Noel Chalibbulaca joined the meeting.

Agenda #14 – Underground Fuel Tanks K Lovell and N Chalibbulaca presented a report regarding decommissioning of fuel tanks in the Administration Building carpark. The Committee asked if Rebel Thomson from Namoi Unlimited has been contacted – she is currently working on a Contaminated Lands issue and may have useful information. This issue to be returned to the next meeting and requested Director Environment & Development attend.

Karla Lovell and Noel Chalibbulaca left the meeting.

Agenda #10 & 11 – Mobile Traffic Lights & Variable Messaging Board / Telescopic Hedge Trimmer. Committee has requested more information re funding of the equipment and plant hire rates. To be returned to next meeting.

Agenda #12 – Public Library Infrastructure Grant. Committee approved spending of remaining grant monies on minor additional equipment as listed.

Agenda #9 – Capital Plan & Carry Overs. R Strobel drew the Committee's attention to the highlights of the report and noted the increase of Council Funded projects by \$300k. Also pointed out that R2R budgeted projects includes \$394k not currently approved by the funding body and if funding is not approved would need to be funded by Council.

HAVING RUN OUT OF TIME THE CHAIRMAN DECLARED THE MEETING CLOSED AT 2.25PM.



Walcha Council Community Care Advisory Committee



To be held on

Monday, 15 November 2021

3.00pm

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 Trainee –
Meals on Wheels Provider – Robyn Gunter (Apsley Riverview)
Independent Community Care Service Provider – Debra Sweeney
Community Representatives – Ron Denham, Sue Reardon, Syreene Kitchener
and Pat Laurie.

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: Karen Kermode (Acting Chairperson), Jess Goodwin, Trish Scrivener, Robyn Gunter, Sue Reardon, and Pat Laurie.

Apologies: Kevin Ferrier, Syreene Kitchener, Ron Denham and Debra Sweeney

Item 2 – Previous Minutes

The minutes of 17 February 2021 were read and taken as a true and correct record of the meeting.

Item 3 – Business Arising

Correspondence has been sent to Hunter New England Health regarding the car parking issue. They are supportive of converting the grassed area to a car parking space however the cost of this is prohibitive. A quote has been obtained for surveying and design and this has been forwarded to Hunter New England Health for their consideration. If they are happy to pay for the survey and design, Council staff are willing to help source grant funding for the work to be undertaken.

An advertisement was placed in Apsley Advocate asking for new members to join our committee, specifically a differently abled person. We received no interest from community members. We are considering asking one of our volunteers to join the committee to keep the community representative numbers high.

Item 4 – Community Care Coordinator Report

Overview

It has been another COVID-19 focused year around the world and NSW has had its largest amount of cases so far. This has resulted in more restrictions, lockdowns and limited services. It has also been the year of vaccination and the permanent changes that come with that. WCCC has been operating throughout all of the ups and downs and has worked to create flexible programming in that time in order to make sure that all of the clients are still receiving meaningful service.

This has resulted in many adaptations to the program, including the addition of Scenic Drives, phone calls, 1:1 visits and restricted numbers for events. It has also meant that our numbers have been lower as people have been less likely to leave the security of their own property. To combat this, we have worked with our clients to help them obtain QR cards for checking in to businesses, accessed their COVID-19 vaccination certificates and made them wallet sized, increased our Meals on Wheels capacity to meet demand and worked with the staff at the Commonwealth Bank to send out “isolation kits” to help stave off the loneliness during lockdown.

Future Planning

Now that programming is beginning to get back to a regular schedule, we are able to book some more interesting options. We have a trip, that was recently postponed due to weather, to Bingara. We are taking a coach as the interest has been huge and we have 27



people currently booked for it. More trips of a similar style will be available next year and we are also preparing for the possibility of some away trips to locations such as Lightning Ridge and Coffs Harbour. These are still in the early stages of planning but have been garnering a lot of excitement among the clients that have heard the proposal.

The Community Café will return in full force for 2022 and it is anticipated to remain a big part of our monthly program.

The Scenic Drives are showing to be slowing in interest now that everyone is freer to participate in other areas of the program and so may go down to being a monthly option.

We have partnered with the local Bingo group who are now using the rooms on alternate Saturdays. A number of our clients and volunteers participate in the game and so we provide the room and refreshments and are able to then claim the outputs towards our reporting. This is immensely helpful in making sure that we meet the requirements of our funding arrangement and could be of great benefit in the future.

We have a new staff member starting on 6th December. Meg Nolan-Gilbert will be joining the team in a traineeship position for the next two years. She will be working full time and will be learning to cover across all elements of the program. This will be of great assistance as having a largely part-time based staff leaves room for communication issues and a lack of staff overall on a day to day basis. Meg has worked in the industry for over 3 years and is coming to us with a wealth of knowledge. We are extremely excited for her to start.

The Christmas party for this year will occur on Wednesday 8th December from 11am and will be held at the Walcha Bowling Club. The meal will be two courses and include chicken and ham, along with roast veg and salads and a dessert. There will be raffles, lucky door prizes and some games as well. Tickets are \$20 per head. Woolbrook Public School have been invited to attend and perform for the guests and there will also be music from Barbara Dunn and Howard Greenwood. We would also like to extend an invitation to the members of the Consultative Committee to attend the party as our guests.

We have also recently taken on a contract with Presbyterian Aged Care to take over the Day Respite service that was previously run at Willow Wing. This service is in need in the community and PAC have identified that they currently do not possess the resources to maintain it at this time. We have agreed to take on this service and will be beginning the process of recruiting clients for it in the near future.

Meals on Wheels continues to go from strength to strength and we are currently providing services at a higher rate than what our funding allows. During a funding assessment that we will be participating in we will be requesting more funding for this service to ensure it is meeting the demands of the community.



We are also currently involved in learning the new funding model that will come into service next year. The main change is that we will be paid in arrears in the future as opposed to receiving block funding in advance. This has the potential to make all small services become a for-profit model as you will only be paid for what is provided and not have any additional funding to fall back on. This is still in the development stage and is being discussed and reviewed on a number of levels and we are making sure the stay informed throughout the process.

The programming for 2022 will continue to evolve as the year progresses and we see what changes come as a result of lockdowns and restrictions easing. All planning and development is done with as much consultation of the clients as possible and will continue to move in a client focused way. In the December newsletter there will be a provision for clients to give feedback and ideas for the coming year and we are very much looking forward to seeing what direction this takes us.

Item 5 – Feedback and Complaints

A verbal feedback report was given by the Coordinator. Feedback throughout the year has been overwhelmingly positive, especially for the newly introduced birthday and Christmas cards. A few minor comments were made and any issues were sorted out immediately.

Item 6 – General Business

6.1 Possible relocation to Apsley Riverview – Willow Wing premises - Commercial in Confidence

We have been approached by Presbyterian Aged Care to consider relocating to their Willow Wing premises. The Coordinator, Director and General Manager have inspected the premises and found it to be adequate. We would like to hear what the Advisory Committee feels about this proposal. The final decision will be made by Council in the new year.

At 3.45pm the members travelled to inspect the Willow Wing Premises. The consensus in regards to the premises and possible relocation was positive. Discussion was held on new program ideas that would be possible if a relocation was to take place.

The quilting group that currently use the WCCC building on Mondays have verbally indicated that they would like to stay at the current premises.

Item 7 - Next Meeting Date

The next meeting will occur in early 2022 due to the upcoming Council elections.

There being no further business the meeting was declared closed at 4.15pm.



Item 11:

Delegate Reports

RECOMMENDATION: That Council RECEIVE and NOTE the following Delegate Reports / Minutes.



Country Mayors Association of NEW SOUTH WALES

Chairperson: Cr Ken Keith OAM
PO Box 337 Parkes NSW 2870
02 6861 2333
ABN 92 803 490 533

MINUTES

GENERAL MEETING

FRIDAY, 5 NOVEMBER 2021, LGNSW BOARD ROOM, LEVEL 8, 28 MARGARET STREET,
SYDNEY

The meeting opened at 8.30 a.m.

1. ATTENDANCE IN PERSON

Cr Jamie Chaffey, Gunnedah Shire Council
Cr Liz Campbell, Kempsey Shire Council
Parkes Shire Council, Cr Ken Keith, Mayor
Singleton Council, Cr Sue Moore, Mayor
Temora Shire Council, Cr Rick Firman, Mayor
Tenterfield Shire Council, Cr Peter Petty, Mayor
Uralla Shire Council, Cr Michael Pearce, Mayor
Uralla Shire Council, Ms Kate, Jessop, General M

Attendance via Teams

Armidale Regional Council, Mr James Roncon, General Manager
Bega Valley Shire Council, Cr Russell Fitzpatrick, Mayor
Bland Shire Council, Mr Ray Smith, General Manager
Broken Hill City Council, Cr Darriea Turley, Mayor
Broken Hill City Council, Mr Jay Nankivell, General Manager
Cabonne Shire Council, Cr Kevin Beatty, Mayor
Cabonne Shire Council, Mr Brad Burns, General Manager
Carrathool Shire Council, Mr, Rick Warren General Manager
Cobar Shire Council, Cr Peter Abbott, Mayor
Cobar Shire Council, Mr Peter Vlatko, General Manager
Coolamon Shire Council, Cr John Seymour, Mayor
Coolamon Shire Council, Mr Tony Donoghue, General Manager
Cootamundra-Gundagai Regional Council, Cr Abb McAlister
Cootamundra-Gundagai Regional Council, Mr Phil McMurray, General Manager
Cowra Shire Council, Cr Bill West, Mayor
Forbes Shire Council, Cr Phyllis Miller, Mayor
Forbes Shire Council, Mr Steve Loane, General Manager
Goulburn Mulwaree Council, Cr Bob Kirk, Mayor
Goulburn Mulwaree Council, Mr Warrick Bennett, General Manager
Griffith City Council, Cr John Dal Broi, Mayor

Hay Shire Council, Cr Jenny Dwyer, Mayor
Hay Shire Council, Mr David Webb, General Manager
Kiama Municipal Council, Cr Mark Honey, Mayor
Lachlan Shire Council, Cr John Medcalf, Mayor
Lachlan Shire Council, Mr Greg Tory, General Manager
Leeton Shire Council, Cr Paul Maytom , Mayor
Leeton Shire Council, Ms Jackie Kruger, General Manager
Lithgow City Council, Cr Ray Thompson, Mayor
Lithgow City Council, Mr Craig Butler, General Manager
Liverpool Plains Shire Council, Cr Doug Hawkins, Mayor
Lockhart Shire Council, Cr Roger Schirmer, Mayor
Lockhart Shire Council, Mr Peter Veneris, General Manager
Mid-Western/Mudgee Regional Council, Mr Brad Cam, General Manager
Murrumbidgee Council, Cr Ruth McRae, Mayor
Narrandera Shire Council, Cr Neville Schenka, Mayor
Narromine Shire Council, Cr Craig Davies, Mayor
Oberon Council, Cr Kathy Sajowitz, Mayor
Oberon Council, Mr Gary Wallace, General Manager
Parkes Shire Council, Mr Kent Boyd, General Manager
Port Stephens Council, Cr Ryan Palmer, Mayor
Shellharbour City Council, Cr Marianne Saliba, Mayor
Shoalhaven City Council, Cr Amanda Findley, Mayor
Snowy Valleys Council, Cr James Hayes, Mayor
Snowy Valleys Council, Mr Matthew Hyde, General Manager
Wagga Wagga City Council, Cr Greg Conkey, Mayor
Warren Shire Council, Mr Gary Woodman, General Manager
Warrumbungle Shire Council, Cr Ambrose Doolan, Mayor
Warrumbungle Shire Council, Mr Roger Bailey, General Manager
Wentworth Shire Council, Cr Susan Nichols, Mayor
Wingecarribee Shire Council, Mr Viv May, Interim Administrator
LGNSW, Cr Linda Scott, President
LGNSW, Mr Scott Phillips, CEO

APOLOGIES:

As submitted

SPECIAL GUESTS:

Mr Grant Barnes, Chief Regulatory Officer, Natural Resources Access Regulator,
Department of Planning, Industry and Environment
Mr Joseph Rahme, Senior Manager, Stakeholder Engagement, NSW Telco
Authority

2. Cr Linda Scott, President, LGNSW Update

Cr Scott provided a report on opportunities where they might exist including
Advocacy Wins, Advocacy Updates, Opportunities for Collaboration and Upcoming
Events

3. Adoption of Minutes of Previous Meeting:

RESOLVED that the minutes of the General Meeting held on 28 May 2021 be
accepted as a true and accurate record (Tenterfield Shire Council / Gunnedah Shire
Council).

4. Membership

RESOLVED that Cobar Shire Council, Walgett Shire Council, Weddin Shire Council and Wingecarribee Shire Council be admitted as members of the Association (Tenterfield Shire Council / Goulburn Mulwaree Council)

5. Mr Grant Barnes, Chief Regulatory Officer, Natural Resources Access Regulator, Department of Planning, Industry and Environment

The Natural Resources Access Regulator has been operating for three and half years and has the role of review of the conduct and enforcement of water in NSW. The regulator ensures that licensees are aware of the conditions of the license. Past enquiries have shown that compliance has been ineffective and under resourced. There is a statutory mandate to be an efficient regulator of water and to establish public confidence, to be outcomes focused and accountable with ensured independence. They are a statutory body subject to oversight by the Ombudsman. They have undertaken 4,500 investigations with 1,300 enforcement actions resulting in 32 prosecutions with 14 convictions. Most operators are fair and compliant operators. Noncompliance is generally not keeping records in log books or works and meters with old or broken seals. There are however willful and reckless contraventions of the Water Management Act. Noncompliance is not based on location or type of water usage but unawareness of compliance conditions. Councils are large holders of licenses and need to ensure that the approvals and license conditions that are set are appropriate. It is hoped that councils will work with NRAR with the roll out of the nonurban metering framework. Some of the conflict with NRAR in approving or not approving licenses is due to restrictions imposed under the Act.

6. Mr Joseph Rahme, Senior Manager, Stakeholder Engagement, NSW Telco Authority

NSW Telco Authority operates and manages the Public Safety Network to deliver radio communications for frontline responders. They coordinate and align whole-of-government connectivity programs and priorities to deliver improved connectivity across the State. The NSW Government is investing \$1.4 billion to expand and enhance the PSN through the Critical Communications Enhancement Program. The program will increase the networks coverage to reach 85% of the states landmass and 99.7% of the population. Key programs are Public Safety Mobile Broadband, Mobile Black Spot Program and Connecting Country Communities. The objective is to get the five emergency service providers on to the one network by December 2024.

7. Correspondence

Outward

- (a) The Hon Brad Hazzard MP, Minister for Health and Medical Research, calling on the State Government to continue its commitment to Tele-Health in Rural and Remote Communities
- (b) The Hon Shelley Hancock MP, Minister for Local Government, regarding compliance with Emergency Services legislation
- (c) Cr Linda Scott, President, LGNSW, regarding signing of a Memorandum of Understanding in conjunction with the 2021 LGNSW Conference
- (d) The Hon Michael Sukkar MP, Assistant Treasurer, Minister for Housing, Minister for Homelessness, Social and Community Housing, calling on the Federal Government to create a National Housing Plan that can support the work of local councils

- (e) The Hon Mark Speakman MP, Attorney General and Minister for the Prevention of Domestic Violence, asking for a reduction in daylight saving hours
- (f) The Hon Shelley Hancock MP, Minister for Local Government, seeking assistance to changes to the Prevention of Cruelty to Animals Act 1979, and the Prevention of Cruelty to Animals Regulation 2012
- (g) The Hon Rob Stokes MP, Minister for Planning and Public Places, seeking assistance to changes to the Prevention of Cruelty to Animals Act 1979, and the Prevention of Cruelty to Animals Regulation 2012
- (h) The Hon Adam Marshall MP, Minister for Agriculture and Western NSW, seeking assistance to changes to the Prevention of Cruelty to Animals Act 1979, and the Prevention of Cruelty to Animals Regulation 2012
- (i) Mr Shane Fitzsimmons, Commissioner Resilience NSW, thanking him for his presentation to the 28 May meeting
- (j) The Hon Melinda Pavey MP, Minister for Water, Property and Housing, thanking her for her presentation to the 28 May meeting
- (k) The Hon Melinda Pavey MP, Minister for Water, Property and Housing, requesting an independent authority prepare a report on river monitoring in the Murray-Darling Basin
- (l) The Hon Melinda Pavey MP, Minister for Water, Property and Housing, requesting the engagement with Joint Organisations to address water security and investment in infrastructure
- (m) The Hon Mark Coulton MP, Minister for Regional Health, Regional Communications and Local Government, requesting increased funding to regional and remote communities for provision of detoxification and rehabilitation facilities
- (n) Hon Keith Pitt MP, Minister for Resources, Water and Northern Australia, asking for support in having National Water Quality Management Strategy adopted by all governments
- (o) The Hon Keith Pitt MP, Minister for Resources, Water and Northern Australia, seeking support for whole of government additional funding for bulk water supply projects
- (p) The Hon Greg Hunt MP, Minister for Health and Aged Care, seeking consideration to changing the distribution of Medicare payments to General Practitioners
- (q) The Hon Greg Hunt MP, requesting the reversal of the decision to deduce the Skilled Migration Program
- (r) The Hon Gladys Berejiklian MP, calling on the government to act as a matter of urgency to update regulations in relation to the NSW Animal Welfare Code
- (s) The Hon Gladys Berejiklian MP, Premier, requesting support for the creation of a new Ministry of Regional Health
- (t) The Hon Brad Hazzard MP, Minister for Health and Medical Research, calling on him to support improved patient transport options in rural and remote NSW
- (u) The Hon Gladys Berejiklian MP, Premier, follow up letter regarding the establishment of new Ministry of Rural Health
- (v) The Hon Dr David Gillespie MP, Minister for Regional Health, Minister Assisting the Minister for Trade and Development, introducing CMA and our advocacy efforts
- (w) Press Release on Regional and Rural Health Minister sent to members for distribution
- (x) Press Release on ESL sent to members for distribution

- (y) Press Release on COVID to local media and Commonwealth and State members
- (z) Letter to non member councils inviting them to attend November meeting and to join the Association
- (aa) Letter to Councils that have not been able to attend recently outlining recent lobbying efforts
- (bb) Letter to Councils that have not been able to attend recently outlining recent lobbying efforts
- (cc) Hon Dominic Perrottet MP, Premier, introducing Country Mayors Association
- (dd) Hon Paul Toole MP, Deputy Premier, reacquainting him with Country Mayors
- (ee) Hon Dominic Perrottet MP, Premier, requesting support for the creation of a new Ministry of Regional Health and outlining the problems affecting mayoral elections
- (ff) Hon Paul Toole MP, Deputy Premier, requesting support for the creation of a new Ministry of Regional Health and outlining the problems affecting mayoral elections

Inward

- (a) The Hon Mark Coulton MP, Minister for Regional Health, Regional Communications and Local Government, regarding Financial Assistance Grants
- (b) The Hon Scott Farlow MLC, Parliamentary Secretary to the Treasurer and for COVID Recovery regarding Environmental Services Levy
- (c) The Hon Shelley Hancock MP, Minister for Local Government regarding Emergency Service Levy contributions
- (d) (The Hon Michael Sukkar MP, Assistant Treasurer, Minister for Housing, Minister for Homelessness, social and Community Housing regarding affordable housing
- (e) The Hon David Coleman MP, Assistant Minister to the Prime Minister for Mental Health and Suicide Prevention, regarding mental health facilities
- (f) The Hon Gladys Berejiklian MP, Premier, regarding Minister Regional Health
- (g) The Hon Dr David Gillespie MP, Minister for Regional Health, Minister Assisting the Minister for Trade and Development, regarding Access to Health Services
- (h) The Hon Mark Speakman MP, Attorney General, Minister for Prevention of Domestic and sexual Violence, regarding Daylight Saving
- (i) The Hon Michael McCormack MP, regarding Local Government Assistance Act
- (j) The Hon Michael McCormack MP, regarding Regional Recovery Partnership
- (k) The Hon Michael McCormack MP, regarding Local Government Assistant Act

NOTED

8. Financial Report

RESOLVED That the financial reports for the period to 30 September 2021 were tabled and accepted (Tenterfield Shire Council / Shellharbour City Council)

9. Constitution

RESOLVED that the amended Constitution as distributed to members on the 2 June 2021 in accordance with Clause 33 of the Constitution together with the following amendments be adopted

- (a) That Clause (2) read “To further the interests of rural and regional Councils by advocating and lobbying on relevant State & National issues, by working with State & Federal Governments and other appropriate organisations to further the interests of our members and to act as an information sharing forum”.
- (b) That clause 11 read “The Association shall have an Executive Committee”
- (c) That clause 12 read “Membership of the committee shall consist of the Chairman and Vice Chairman and the Secretary and up to a maximum of eight ordinary members”
- (d) That clause 12 (b) read “The Executive Committee may convene a meeting through video streaming or phone/tele conference as determined by the Chairman”
- (e) that clause 17 read “The rules governing the conduct of council meetings as contained in the Local Government Act 1993 and regulations, the Code of Meeting Practice and the Model Code of Conduct for local councils in NSW shall apply to meetings of the Association (Temora Shire Council / Gunnedah Shire Council)

10. Proposed Employment Zones Framework

RESOLVED That the NSW Government's proposed employment zones framework not apply to regional areas because:

- (a) It will redirect limited Council resources away from priority tasks to undertake a large body of work for which there is no identified need or benefit;
- (b) It does not consider potential negative impacts on regional economies whose competitive advantage is reliant on natural assets and overall lifestyle appeal;
- (c) It does not support the hierarchy of centres and will undermine the orderly economic development of regional areas;
- (d) It has a narrow metropolitan focus which fails to consider the economic opportunities of rural and regional specialisations including agriculture, tourism, aquaculture, health care and social assistance, forestry and food manufacturing. (Bega Valley Council / Goulburn Mulwaree Council)

11. Waste Management Facilities

RESOLVED That the Country Mayors Association oppose the Energy from Waste (EfW) infrastructure in its current form and request that it not be advanced until

- (a) It is amended at least, to include metropolitan locations for (EfW) facilities
- (b) It is extensively exhibited for public and Councils' feedback before any decision is made to advance a regulation or other provisions to bring it into effect (Goulburn Mulwaree Council / Lithgow City Council)

12. Financial Assistance Grants Fairer Criteria and Distribution

MOTION WITHDRAWN

13. Reintroduction of Rural Council Model

RESOLVED That LGNSW calls upon the State Government to introduce a model for rural councils to impose commensurate governance and oversight by the State Government (Hay Shire Council) / Forbes Shire Council)

14. Cost Shifting

RESOLVED That the NSW Country Mayors Association calls upon the State Government to undertake an urgent review into the cost shifting from the State to Local Government, particularly in the areas of emergency services, external audit, crown land management, planning, companion animals, underground petroleum

storage systems and now COVID 19 Health Order Compliance (Hay Shire Council / Forbes shire Council)

15. Inability of Small Councils to make Co-Contributions for Project and Grant Applications

RESOLVED That the NSW Country Mayors Association advocates to the Australian and State Governments on a fairer grant system for small and rural councils, to ensure they are not disadvantaged compared to better resourced councils in terms of ability to provide co-contributions to either comply with the grant conditions or to be competitive against other submissions (Hay Shire Council / Tenterfield Shire Council)

16. Need for more appropriate Application of Speed Zones and Better Considered Consultation with Local Councils

RESOLVED (a) That a review of how the speed zoning guidelines are applied, most especially in regards to 50km/hr limits outside built up areas and (b) greater regard for local council knowledge, including improved engagement, when identifying safety risk and safety investment priorities and when introducing new speed limits (Leeton Shire Council / Singleton Council)

17. Mayoral and Councillor Allowances

Mr Viv May Interim Administrator Wingecarribee Shire Council declared a pecuniary interest as he is a member of the Local Government remuneration Tribunal

RESOLVED That CMA approaches all political parties to seek a bi partisan approach to bringing mayoral and Councillor allowances in rural NSW to reflect a midpoint between Qld and Vic (Narromine Shire Council / Gunnedah Shire Council)

18. Project Funding

RESOLVED That this matter be deferred to the March Meeting (Temora Shire Council / Tenterfield Shire Council)

19. MOU Between Country Mayors and LGNSW

RESOLVED That the MOU as distributed to members be adopted with the addition that clause 2.3 be amended to exclude "and ends four years from the commencement date" (Gunnedah Shire Council / Tenterfield Shire Council)

There being no further business the meeting closed at 11.26am

Cr Ken Keith OAM

Chairman Country Mayors Association of NSW



Country Mayors Association of NEW SOUTH WALES

Chairperson: Cr Ken Keith OAM
PO Box 337 Parkes NSW 2870
02 6861 2333
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AGM MINUTES

GENERAL MEETING

FRIDAY, 5 NOVEMBER 2021 LGNSW BOARD ROOM, LEVEL 8, 28 MARGARET STREET,
SYDNEY

The meeting opened at 11.26 a.m.

1. Attendance in Person

Cr Jamie Chaffey, Gunnedah Shire Council
Cr Liz Campbell, Kempsey Shire Council
Parkes Shire Council, Cr Ken Keith, Mayor
Singleton Council, Cr Sue Moore, Mayor
Temora Shire Council, Cr Rick Firman, Mayor
Tenterfield Shire Council, Cr Peter Petty, Mayor
Uralla Shire Council, Cr Michael Pearce, Mayor
Uralla Shire Council, Ms Kate, Jessop, General Manager

Attendance via Teams

Armidale Regional Council, Mr James Roncon, General Manager
Bega Valley Shire Council, Cr Russell Fitzpatrick, Mayor
Broken Hill City Council, Cr Darriea Turley, Mayor
Broken Hill City Council, Mr Jay Nankivell, General Manager
Cabonne Shire Council, Cr Kevin Beatty, Mayor
Cabonne Shire Council, Mr Brad Burns, General Manager
Carrathool Shire Council, Mr, Rick Warren General Manager
Cobar Shire Council, Cr Peter Abbott, Mayor
Cobar Shire Council, Mr Peter Vlatko, General Manager
Coolamon Shire Council, Cr John Seymour, Mayor
Coolamon Shire Council, Mr Tony Donoghue, General Manager
Cootamundra-Gundagai Regional Council, Cr Abb McAlister
Cootamundra-Gundagai Regional Council, Mr Phil McMurray, General Manager
Cowra Shire Council, Cr Bill West, Mayor
Forbes Shire Council, Cr Phyllis Miller, Mayor
Forbes Shire Council, Mr Steve Loane, General Manager
Goulburn Mulwaree Council, Cr Bob Kirk, Mayor
Goulburn Mulwaree Council, Mr Warrick Bennett, General Manager
Griffith City Council, Cr John Dal Broi, Mayor

Hay Shire Council, Cr Jenny Dwyer, Mayor
Hay Shire Council, Mr David Webb, General Manager
Kiama Municipal Council, Cr Mark Honey, Mayor
Lachlan Shire Council, Cr John Medcalf, Mayor
Lachlan Shire Council, Mr Greg Tory, General Manager
Leeton Shire Council, Cr Paul Maytom , Mayor
Leeton Shire Council, Ms Jackie Kruger, General Manager
Lithgow City Council, Cr Ray Thompson, Mayor
Lithgow City Council, Mr Craig Butler, General Manager
Liverpool Plains Shire Council, Cr Doug Hawkins, Mayor
Lockhart Shire Council, Cr Roger Schirmer, Mayor
Lockhart Shire Council, Mr Peter Veneris, General Manager
Mid-Western/Mudgee Regional Council, Mr Brad Cam, General Manager
Murrumbidgee Council, Cr Ruth McRae, Mayor
Narrandera Shire Council, Cr Neville Schenka, Mayor
Narromine Shire Council, Cr Craig Davies, Mayor
Oberon Council, Cr Kathy Sajowitz, Mayor
Oberon Council, Mr Gary Wallace, General Manager
Parkes Shire Council, Mr Kent Boyd, General Manager
Port Stephens Council, Cr Ryan Palmer, Mayor
Shellharbour City Council, Cr Marianne Saliba, Mayor
Snowy Valleys Council, Cr James Hayes, Mayor
Snowy Valleys Council, Mr Matthew Hyde, General Manager
Wagga Wagga City Council, Cr Greg Conkey, Mayor
Warren Shire Council, Mr Gary Woodman, General Manager
Warrumbungle Shire Council, Cr Ambrose Doolan, Mayor
Warrumbungle Shire Council, Mr Roger Bailey, General Manager
Wentworth Shire Council, Cr Susan Nichols, Mayor
Wingecarribee Shire Council, Mr Viv May, Interim Administrator

APOLOGIES:

As submitted

2. **ADOPTION OF MINUTES OF PREVIOUS MEETING:**
RESOLVED that the minutes of the Annual General Meeting held on 6 November 2020 be accepted as a true and accurate record (Temora Shire Council / Kempsey Shire Council).
3. **Chairman's Report**
RESOLVED that The Chairman's Report be received and noted (Parkes Shire Council / Tenterfield Shire Council)
4. **SECRETARIES REPORT – FINANCIAL REPORT**
RESOLVED That the financial reports for the 2020/21 year as tabled be accepted (Singleton Council / Kempsey Shire Council)
5. **Appointment of Returning Officer**
RESOLVED that the appoint be adjourned to the March 2022 meeting (Tenterfield Shire Council / Singleton Council)
6. **Election of Office Bearers**

RESOLVED that the election of office bearers be adjourned to the March 2022 meeting (Tenterfield Shire Council / Temora Shire Council)

7. Setting of Annual Membership Fees

RESOLVED that the fees for the 2022 calendar year remain at \$750 for Councils with a population of 10,000 and over, and Councils with a population of less than 10,000 paying 75% \$562.50 (Temora Shire Council) / Singleton Council)

8. Appointment of Secretariat

RESOLVED that Allan Burgess trading as Alkanat Consulting be appointed the Secretariat (Kempsey Shire Council) / Singleton Council)

9. Setting of Meeting Dates for 2022

RESOLVED That the meeting dates for 2022 be 11March, 27 May, 5 August, and 4 November (Temora Shire Council / Tenterfield Shire Council)

10. Adjournment of Annual General Meeting

RESOLVED That the Annual General Meeting be adjourned to the March 2022 meeting for the appointment of the Returning Officer and the election of Office Bearers for the 2022 year (Gunnedah Shire Council / Singleton Council)

There being no further business the meeting closed at 11.35am.

Cr Ken Keith OAM
Chairman Country Mayor's Association of NSW



Item 12:

Questions with Notice



There are no Questions with Notice items for
November 2021



Item 13:

Referral to Closed Council Meeting



There are no Closed Council items for
November 2021