



BUSINESS PAPER
ORDINARY MEETING OF COUNCIL

To be held on

Wednesday, 26 October 2022

Commencing at

3:00pm

at

Walcha Council Chambers

Members:

Mayor – Councillor Eric Noakes
Deputy Mayor – Councillor Scott Kermode
Councillor Mark Berry
Councillor Kevin Ferrier
Councillor Nena Hicks
Councillor Anne-Marie Pointing
Councillor Aurora Reilly
Councillor Gregory Schaefer

Quorum – 5 Members to be Present

AGENDA

Submitted to Council:

26 October 2022

..... 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, 26 October 2022** commencing at **3:00pm**.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Barry Omundson'.

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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Nil.
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 - 12.1 Motorcycle Rally Detailed Budget WO/2022/3039
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 Received:

Confirmation of the Ordinary Meeting Minutes held on Wednesday, 28 September 2022:

Matters arising from the Minutes of the Ordinary Meeting held on Wednesday, 28 September 2022:



Item 2: Previous Minutes



ORDINARY MEETING OF COUNCIL

held on

Wednesday, 28 September 2022

at

3:16pm

at

Walcha Council Chambers

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

PRESENT: Clr EH Noakes (Chairman) Mayor together with Councillors MA Berry, KW Ferrier, NF Hicks, SJ Kermode, AC Pointing, A Reilly and GDM Schaefer.

IN ATTENDANCE: Mr Barry Omundson – General Manager, Mr PE Hood – Director Infrastructure & Development, Mrs KMD Kermode – Director Community & Tourism, Mr CC Martin – Manager Corporate & Finance and Mrs EL Hobbs – Executive Assistant.

1. LEAVE OF ABSENCE:

Nil.

MINUTES



2. CONFIRMATION OF THE ORDINARY MEETING MINUTES HELD ON WEDNESDAY 31 AUGUST 2022:

43 **RESOLVED** on the Motion of Councillors Ferrier and Kermode that the Minutes of the Ordinary Meeting held on Wednesday 31 August 2022, copies of which have been distributed to all members, be taken as read and confirmed a **TRUE** record.

CONFIRMATION OF THE EXTRAORDINARY MEETING MINUTES HELD ON WEDNESDAY 21 SEPTEMBER 2022:

44 **RESOLVED** on the Motion of Councillors ?? and ?? that the Minutes of the ExtraOrdinary Meeting held on Wednesday 21 September 2022, copies of which have been distributed to all members, be taken as read and confirmed a **TRUE** record.

Moved together

3. BUSINESS ARISING

Nil.

4. DECLARATIONS OF INTEREST

Nil.

5. MAYORAL MINUTE

Nil.

6. SENIOR OFFICERS REPORT

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

6.1 Regional Meetings – Annual Meetings with Residents – Proposed Schedule for 2022 **WO/2022/02758**

46 **RESOLVED** on the Motion of Councillors Reilly and Hicks that Council **APPROVE** the Regional Meetings Schedule for 2022 as follows:

Monday 10 October 2022

11:30am Moona/Winterbourne – Europambela Shearers' Quarters
2:30pm Ingleba Hall

Wednesday 12 October 2022

09:00am Yarrowitch Hall
11:30am Brackendale – "Brockley Park" Woolshed



02:30pm Nowendoc Hall

06:00pm Woolbrook Sport & Recreational Ground

6.2 Financial Sustainability Review

WO/2022/02807

47 **RESOLVED** on the Motion of Councillors Berry and Kermode that Council:

1. **NOTE** the comprehensive reports arising from the Financial Sustainability Review (FSR);
2. **UNDERTAKE** a Community dialogue on the meaning and implications arising from the FSR, including community meetings as follows:
 - a Europambela: Monday 10 October 2022 at 11:30am;
 - b Ingleba Hall: Monday 10 October 2022 at 02:30pm;
 - c Yarrowitch Hall: Wednesday 12 October 2022 at 9:00am;
 - d Brockley Park Woolshed: Wednesday 12 October 2022 at 11:30am;
 - e Nowendoc Hall: Wednesday 12 October 2022 at 2:30pm;
 - f Woolbrook: Wednesday 12 October at 6:00pm;
 - g Street Stall Booth: Monday 17 October & Tuesday 18 October from 10:00am to 2:00pm;
 - h Walcha Bowling Club: Wednesday 19 October at 4:00pm.
3. Taking into consideration community feedback, **APPLY** to IPART for a Special Rate Variation with effect 2023-2024 Budget.

6.3 Review of Delegated Authorities

WO/2022/02732

48 **RESOLVED** on the Motion of Councillors Kermode and Hicks that Council, in accordance with Section 380 of the *Local Government Act, 1993*, **REAFFIRM** its delegations.

6.4 Pecuniary Interest Annual Returns for Designated Staff & Councillors

WO/2022/02731

49 **RESOLVED** on the Motion of Councillors Hicks and Schaefer that Council formally records that the Ordinary Returns of Pecuniary Interest required to be submitted by Councillors, the General Manager and Designated Staff, for the period of 01 July 2021 to 30 June 2022 have been submitted as required and have been tabled in accordance with the provisions of Section 4.21 and Section 4.25 of the Walcha Council Model Code of Conduct 2020.

7. NOTICES OF MOTION

Nil.



8. MATTERS OF URGENCY

Nil.

9. MANAGEMENT REVIEW REPORTS

9.1 Office of the General Manager

WO/2022/02809

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

9.2 Infrastructure

WO/2022/02797

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

9.3 Environment & Development

WO/2022/02681

52 **RESOLVED** on the Motion of Councillors Hicks and Pointing that items included in the Environment & Development Management Review Report be **NOTED** by Council.

9.4 Community & Tourism

WO/2022/02747

53 **RESOLVED** on the Motion of Councillors Kermode and Hicks that items included in the Community & Tourism Management Review Report be **NOTED** by Council.

9.5 Corporate & Finance

WO/2022/02802

54 **RESOLVED** on the Motion of Councillors Kermode and Pointing that items included in the Corporate & Finance Management Review Report be **NOTED** by Council.

10. COMMITTEE REPORTS

55 **RESOLVED** on the Motion of Councillors Hicks and Kermode that Council **RECEIVE** and **NOTE** the Committee Reports as presented

10.1 Minutes of the Walcha Council Beautification Advisory Committee Meeting held on Wednesday 07 September 2022.

WO/2022/02801

3.6 Crocodile Bridge

56 **RESOLVED** on the Motion of Councillors Reilly and Kermode that Council **APPROVE** the installation of a seat at the end of the path leading to the Crocodile



Bridge pending suitable funding source as part of the works to extend the current garden beds and if within the approved budget.

10.2 Minutes of the Walcha Council Motorcycle Rally Advisory Committee Meeting held on Thursday 08 September 2022. WO/2022/02792

10.3 Minutes of the Walcha Council Capital Advisory Committee Meeting held on Friday 16 September 2022. WO/2022/02796

4.2.3 Fixing Country Roads – Round 4

57 **RESOLVED** on the Motion of Councillors Schaefer and Kermode that Council APPROVE an application for funding under Fixing Country Roads Round 4 for Old Crockford Rehabilitation (~\$1,000,000) and Lakes Road Intersection (~\$400,000).

11. DELEGATE REPORTS

Nil.

12. QUESTIONS ON NOTICE

The Mayor requested a fully up to date budget of the Motorcycle Rally event be tabled at the next Council Meeting, that being 26 October 2022.

13. CLOSED COUNCIL

13A Referral to Closed Council – Award Tender RFT-W22/109 – Walcha Swimming Pool Refurbishment Design

58 **RESOLVED** on the Motion of Councillors Kermode and Hicks that, in accordance with the provisions of Section 10A of the Local Government Act, 1993, the matter/s of Award Tender RFT-W22/109 – Walcha Swimming Pool Refurbishment Design be **REFERRED** to be discussed in Closed Council and close the meeting to the public for the reason that the report relates to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

59 **RESOLVED** on the Motion of Councillors Kermode and Hicks that Council **RESOLVE INTO** Closed Council and that the press and public be excluded from the entire proceedings of the Meeting of the Closed Council for the reason that the report relates to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.



60 The Meeting resumed in **OPEN** Council on the Motion of Councillors Schaefer and Berry.

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 Award Tender – RFT-W22/109 – Walcha Swimming Pool Refurbishment Design WINT/2022/05849

CC09/20222023 **RESOLVED** on the Motion of Councillors Kermode and Pointing that Council:

1. *ADOPT the Tender for RFT-W22/109 from Built Environment Collective Pty Ltd for \$137,500; and*
2. *ADOPT the total budget allocation for this project nominated in Table 3 of this report, inclusive of all project management and contingency.*

THERE BEING NO FURTHER BUSINESS THE CHAIRMAN DECLARED THE MEETING CLOSED AT 3:46PM.



Item 3:

Business

Arising from

Previous

Minutes



Item 4:

Declarations of Interest



Item 5: Mayoral Minute



There was no Mayoral Minute available for
October 2022 at time of print.



Item 6:

Senior Officers' Reports



Item:	6.1	Ref: WO/2022/03018
Title:	Alcohol-Free Zone: Walcha Proposal and Alcohol Prohibited Area: McHattan Park Proposal – Submissions	
Author:	Director Infrastructure & Development	
Previous Items:	WO/2022/02045 JUL22 Alcohol-Free Zone: Walcha Proposal and Alcohol Prohibited Area: McHattan Park Proposal WO/20/1944 JUL20 Application for an Alcohol-Free Zone in the Walcha CBD by Walcha Police WO/14/206 FEB14 Request for Alcohol-Free Zone in Walcha WINT/08/2080 NOV08 Alcohol-Free Zone on Levee Bank	
Attachments:	1. Proposed Alcohol-Free Zone and Proposed Alcohol Prohibited Area Map 2. Oxley Police District Response to Consultation	

Community Strategic Plan Reference:

7.1.1.2 – Implement and deliver programs and actions that support Police efforts to reduce crime and antisocial behaviour

RECOMMENDATION: That Council:

- 1) Note the completion of the consultation period for the proposed Alcohol-Free Zone and Alcohol Prohibited Area and consider submissions received during this period.
 - 2) APPROVE the proposal with the following amendments:
 - a) That Hamilton Street, between Derby Street and South Street be added to the Alcohol-Free Zone Walcha Proposal;
 - b) That 1w-5w Fitzroy Street be exempt from the proposed Alcohol-Free Zone during opening hours of the Taphouse and under the condition that only alcohol purchased directly from the Taphouse be consumed at this location and in accordance with current liquor licence requirements for this premises.
-

Introduction:

Council received an application for an Alcohol-Free Zone to be established under the *Local Government Act 1993* from Sergeant Brock Freeman of the Walcha Police Station.

The area requested to be included in the Alcohol-Free Zone included:

- a) Fitzroy Street – commencing at South Street through to Pakington Street,
- b) Derby Street – commencing at Walsh Street through to Apsley Street, and
- c) McHattan Park

Note: Road or parts of roads includes footpaths.

The reasons for Sergeant Freeman requesting the Alcohol-Free Zone was in response to the number of alcohol related incidents over the previous 12 months and due to related antisocial behaviour such as littering and Council early morning response efforts required to



clean up broken glass and the like. Sergeant Freeman submitted raw data information to Council of alcohol related incidents to support his application.

Alcohol-free zones are enforced by the police and work by authorising police where any person is observed to be drinking in an alcohol-free zone to have the alcohol in their possession immediately seized and tipped out or otherwise disposed of.

The application was presented to Council in July 2020, whereby Council resolved to:

1. Prepare a proposal for an Alcohol-Free Zone as per the area identified in the application and extend to all licenced premises;
2. Prepare a proposal for an Alcohol Prohibited Area in McHattan Park.

Alcohol-Free Zones (AFZs) apply to road-related public areas (e.g. public road, footpath or carpark), whilst Alcohol Prohibited Areas (APAs) apply to nonroad-related public areas (e.g. parks)

The proposal was presented to Council at the July 2022 Council meeting. In accordance with Council's resolution and the provisions of sections 632A and 644A of the Local Government Act 1993 Council prepared proposals for an Alcohol-Free Zone as per the area identified in the application and for an Alcohol Prohibited Area in McHattan Park.

Council published a notice of the proposals in a newspaper circulating in the area and invited submissions within 30 days.

Council sent copies of the proposals to the below and invited submissions within 30 days:

- a) the Police Local Area Commander,
- b) the officer in charge of the closest police station, and
- c) liquor licencees and secretaries of registered clubs whose premises border, adjoin or are adjacent to the proposed locations.

Three submissions were received with the following requests:

1. That Hamilton Street, between Derby Street and South Street be added to the proposal
2. That the area outside 1w-5w Fitzroy Street be alcohol permitted during opening hours of the Taphouse and only for alcohol purchased from the Taphouse as per current liquor licence requirements.

No submissions objected to the proposal.

Report:

The principal object of AFZs and APAs is to prevent disorderly behaviour caused by the consumption of alcohol in public areas in order to improve public safety. There is evidence



that when AFZs and APAs are established in appropriate areas and operated with the required level of resources to promote and enforce the zones, they are an effective tool in assisting Police and Council to manage public safety.

This application directly links to the Walcha Community Strategic Plan 2032 through **Action 7.1.1.2 – Implement and deliver programs and actions that support Police efforts to reduce crime and antisocial behaviour**

A proposal must be prepared in respect of every proposed alcohol-free zone, and must be prepared in accordance with the *Local Government Act 1993* (the Act) and the *Ministerial Guidelines on Alcohol-Free Zones February 2009* (the Guidelines) as in force under section 646 of the Act.

The Guidelines provide councils with detailed procedures to be followed when considering the establishment of alcohol-free zones; the guidelines include details on the application process, consultation and operational requirements.

The process of establishing an alcohol-free zone is quite prescriptive and rigorous, and the general tenor of the guidelines appears to indicate that its establishment is a short-term control measure to be implemented in conjunction with a range of strategies to address irresponsible alcohol consumption and associated antisocial and illegal behaviour, as used in isolation they may only move the problem from one place to another.

The Act intends that Council must satisfy itself that there is a clearly identified problem with irresponsible street drinking and that the creation of an alcohol-free zone will be an effective tool to facilitate the safe use of roads and footpaths without interference.

As an alcohol-free zone will impose restrictions on the personal freedom of citizens, a proposal to establish a zone must adequately address the matters set out in the Guidelines:

1. Reasons to support an alcohol-free zone
2. Location of an alcohol-free zone
3. Duration of an alcohol-free zone
4. Consultation with the Police

To prohibit the consumption of alcohol in McHattan Park Council must do so by virtue of section 632A of the Act by declaring McHattan Park to be an alcohol prohibited area. An alcohol prohibited area operates, in accordance with the terms of the declaration establishing the area, during such times or events as are specified in the declaration.

The legislation in relation to APAs is not as prescriptive as that of establishing AFZs, however, the NSW Department of Planning and Environment has released a fact sheet summarising best practice recommendations, [Alcohol Free Zones and Alcohol Prohibited Areas in NSW](#).



Alcohol-Free Zone Proposal

1. Reasons to Support

As outlined in the application, the reasons to support the proposal is in response to a number of alcohol related incidents occurring on those roads and footpaths including assault, malicious damage and littering.

2. Location

The locations of the proposal include the public roads and footpaths as set out below and detailed on the attached map:

- d) Meridian Street between Commercial Lane and Fitzroy Street,
- e) Fitzroy Street between Meridian Street and Pakington Street,
- f) Derby Street between Walsh Street and Apsley Street
- g) Croudace Street between Pakington Street and Derby Street
- h) Levy bank path east between Croudace Street and Fitzroy Street

This area is adjacent to outlets that supply alcohol where drinkers tend to congregate and irresponsible behaviour arises.

The proposed Alcohol-Free Zone is set-out for an area where a footpath alfresco dining area related to a liquor licence has been issued, in this instance Council must impose conditions on the licensee to clearly delineate and control the licenced area from the Alcohol-Free Zone.

3. Duration

Four (4) years (applicable 24 hours per day).

4. Consultation with the Police

Council undertook consultation with the relevant Police Local Area Commander in relation to the application made, being the Oxley Police District, from 30 June 2022 to 15 July 2022 inclusive. A copy of their response is included with the Proposal. The Oxley Police District are in support of the Proposal and see the establishment of AFZs as a positive step to lowering alcohol related crime in public areas in and around the Walcha CBD area.

Alcohol Prohibited Area Proposal

1. Reasons to Support

As outlined in the application, the reasons to support the proposal is in response to a number of alcohol related incidents occurring at the known hotspot of McHattan Park and the nearby bus shelter, including vandalism, malicious damage and graffiti of the public toilets located in the park.

2. Location

The location of the proposal includes McHattan Park as indicated on the attached map, during the hours of 9:00pm to 7:00am each day.



3. Duration

Unlimited, recommended that Council review each four (4) years.

4. Consultation with the Police

Under section 632A (8) of the Act, and APA cannot be established without the approval of the Police Area Commander or Police District Commander for the area or district in which the proposed APA is situated.

Council undertook consultation with the relevant Police Local Area Commander in relation to the application made, being the Oxley Police District, from 30 June 2022 to 15 July 2022 inclusive. A copy of their response is included with the Proposal. The Oxley Police District are in support of the Proposal and see the establishment of AFZs as a positive step to lowering alcohol related crime in public areas in and around the Walcha CBD area.

Report Implications:

Legal

Council must ensure that it establishes any Alcohol-Free Zone in accordance with Chapter 16 Part 4 of the *Local Government Act 1993*; and section 632A of the *Local Government Act 1993* for Alcohol Prohibited Areas.

It is noted that the powers granted to Police and enforcement officers under the Act with the establishment of any AFZ and APA do not allow for the issuing of fines to persons. The NSW Police Handbook provides further instructions when confiscating alcohol.

Financial

No budget has been identified for the establishment of AFZs and APAs. If established, there will be an implementation cost burden to Council as public notice and the erection of signage is compulsory.

Environmental Implications:

Improved aesthetic of the built environment in reducing alcohol related negative behaviours such as malicious damage and reduced environmental pollution such as littering.

Social Implications:

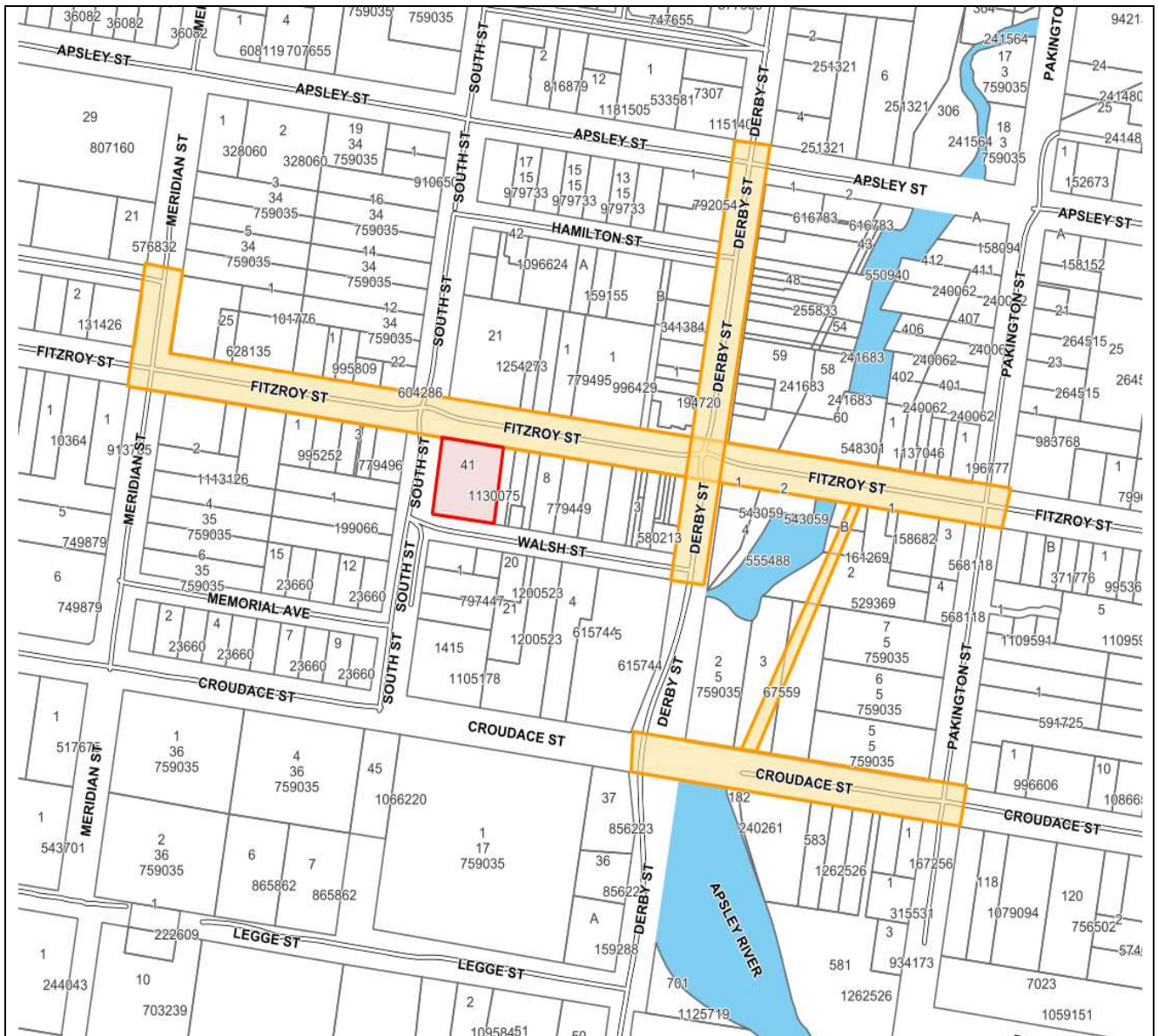
The Community Strategic Plan has identified **Action 7.1.2.2** *Implement and deliver programs and actions that support Police efforts to reduce crime and antisocial behaviour* under the Theme of Keeping People Safe; AFZs and APAs serve to prevent disorderly behaviour caused by the consumption of alcohol in public areas in order to improve public safety. As an alcohol-free zone will impose restrictions on the personal freedom of citizens, a proposal to establish a zone must adequately address the matters set out in the Guidelines.

Policy

Nil



Attachment 1:



PROPOSED ALCOHOL-FREE ZONE AND ALCOHOL PROHIBITED AREA

- PROPOSED ALCOHOL-FREE ZONE: WALCHA
- PROPOSED ALCOHOL PROHIBITED AREA: McHATTAN PARK



2W Hamilton Street
 PO Box 2
 Walcha NSW 2354
 Phone: (02) 6238 8111
www.walcha.nsw.gov.au

Important Notice!

This map is not a precise survey document. Accurate locations can only be determined by a survey on the ground. This information has been prepared for Council's internal purposes and for no other purpose. No statement is made about the accuracy or suitability of the information for use for any purpose (whether the purpose has been notified to Council or not). While every care is taken to ensure the accuracy of this data, neither the Walcha Council nor the LPI makes any representations or warranties about its accuracy, reliability, completeness or suitability for any particular purpose and disclaims all responsibility and all liability (including without limitation, liability in negligence) for all expenses, losses, damages (including indirect or consequential damage) and costs which you might incur as a result of the data being inaccurate or incomplete in any way and for any reason.
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 © Walcha Council.

Drawn By: Lacey Latham

Projection: GDA2020 / MGA zone 56

Date: 20/07/2022 10:11 PM

Map Scale: 1:5000 at A4





Attachment 2:

OFFICIAL

D/2022/687504

ISSUE

Walcha Alcohol Free Zone application – consultation with Oxley Police District.

BACKGROUND

On the 6 June 2020, Sergeant Freeman from Walcha Police Station made an application for an Alcohol Free Zone in Walcha. As part of that application, consultation is required with the Oxley Police District Commander as to the appropriate number and location of alcohol free zones.

COMMENT

I have reviewed the application by Sergeant Freeman and taken in to account the number of alcohol related incidents. The location of the proposed alcohol free zones covers a small area of the Walcha CBD and is appropriate for licensed premises in those areas. I have consulted with Senior Constable Constable from the Oxley Licensing unit and he has completed a letter to Walcha Council. I have no objection to the alcohol free zones being implemented and support the proposal.

RECOMMENDATION

That Oxley Police District support the implementation of the proposed alcohol free zones.

A red ink signature, appearing to be 'M. Moy', written in a cursive style.

M.Moy
Inspector
Tamworth Police Station
6 July 2022

1. Superintendent Endemi, Commander, Oxley Police District
Supported.

A green ink signature, appearing to be 'Supt K/Endemi', written in a cursive style.

Supt K/Endemi
14.7.22

OFFICIAL



OFFICIAL: Sensitive



6 July 2022

Walcha Council
Re: WO/2022/1765

Dear Sir/Madam,

Oxley Licensing Police have reviewed the application made by Sergeant FREEMAN of Walcha Police and feel that he has clearly explained the need for an Alcohol-Free Zone (AFZ) to be created within the CBD of Walcha with the statistical data given. The zones requested are also clearly identified zones / areas where alcohol related incidents have been identified in the data, and again the nominated areas / zones are supported by this office.

The only venue which has been identified to have outdoor dining linked to a Liquor Licence is the small bar, Walcha Taphouse – liquor licence: LIQS220000176 at 5W Fitzroy Street, Walcha. Certain authorisations would have to be made or given to this establishment to maintain its outdoor dining options under the AFZ. The hours of trade permitted under their licence are from 2.00pm to 8.00pm on Monday to Thursday & 12.00pm to 8.00pm on Friday, Saturday and Sunday. The licensee, Sean Allan PENDLETON should be advised of the AFZ application and given an opportunity to comment, if not already done.

In realistic terms, the establishment of an AFZ in Walcha can only be seen as a positive step to lowering alcohol related crime in public areas in and around the Walcha CBD area. It should be noted that the powers granted under the **Local Government Act** to Police do not allow for the issuing of a penalty notice to persons identified under the restrictions of the AFZ legislation, it only allows Police to conduct the following duties,

Part 4 Street drinking

642 Confiscation of alcohol in alcohol-free zones

(1) A police officer or an enforcement officer may seize any alcohol (and the bottle, can, receptacle or package in which it is contained) that is in the immediate possession of a person in an alcohol-free zone if—

- (a) the person is drinking alcohol in the alcohol-free zone, or
- (b) the officer has reasonable cause to believe that the person is about to drink, or has recently been drinking, alcohol in the alcohol-free zone.

(2) Any alcohol or thing seized under this section is, by virtue of the seizure, forfeited—

- (a) if seized by a police officer—to the State, or

Tamworth Licensing Police

Plumpton Street, Tamworth, NSW 2333

T 02 6768 2852 F 02 6768 2826 W www.nsw.gov.au
TTY 02 6211 3778 for the hearing and speech impaired - ASN 43 63 113 08

TRIPLE ZERO (000)

Emergencies only

POLICE ASSISTANCE LINE (131 444)

For non-emergencies

CRIME STOPPERS (1800 333 000)

Report crime anonymously

OFFICIAL: Sensitive



OFFICIAL: Sensitive



NSW Police Force

- (b) if seized by an enforcement officer—to the council that employs the officer.*
- (3) Any alcohol seized under this section may—*
 - (a) be disposed of immediately by tipping it out of the bottle, can, receptacle or package in which it is contained, or*
 - (b) be otherwise disposed of in accordance with directions given by the Commissioner of Police or the council (as the case requires).*

The actions of Police are further reinforced by the NSW Police Handbook which provides Police with instructions when confiscating alcohol,

1. *Identify the act – Ensure the zone area is current/signposted*
2. *Confiscate the alcohol – Police no longer have to first give a warning, other than the LEPRA requirements. Police may still use their discretion to give a warning. Any alcohol in the immediate possession of a person in an Alcohol-Free Zone or Alcohol Prohibited Area can be confiscated by police and enforcement officers.*
3. *Disposal of the alcohol – consideration as to the most appropriate method of disposal is described below.*
4. *Record the incident - make an entry in your official police notebook. Create a COPs incident under 'Street Offence' subcategory 'Consume Alcohol in an Alcohol-Free Zone' regardless of the fact whether the person/s do not have legal action taken against them.*
5. *Where a person does not co-operate with police, proceedings can be commenced against them for the offence of obstruction under s. 660 of the Local Government Act 1993, or 'hindering police' under the Crimes Act 1900.*

In conclusion, Oxley Licensing Police fully support the establishment of an AFZ in Walcha and any assistance you may require to achieve this outcome, please do not hesitate to ask.

Neil CONSTABLE
Licensing Officer,
34688@police.nsw.gov.au
6th July 2022

Tamworth Licensing Police

Police Street, Tamworth, NSW 2865

T 02 6769 2652 F 02 6769 2650 W www.police.nsw.gov.au

TTY 02 9211 3776 for the hearing and speech impaired A8543 60 913 00

TRIPLE ZERO (000)

Emergency only

POLICE ASSISTANCE LINE (131 444)

For non-emergencies

CRIME STOPPERS (1800 333 000)

Report crime anonymously

OFFICIAL: Sensitive



OFFICIAL: Sensitive

1. Superintendent - Oxley Police District


Supt K. Endemi
14.7.22

OFFICIAL: Sensitive



Item: 6.2 **Ref:** WO/2022/03044
Title: Quarterly Review of Operational Plan & Budget as at September 2022
Author: Manager Corporate & Finance
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 2022 Quarterly Budget Review Statements; and**
2. **APPROVE the variations in Income and Expenditure votes as detailed in this report.**

September 2022 Quarterly Budget Review

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

General Fund

The original 2022-2023 budget predicted an Operating Deficit of \$1,280,505 and an overall Cash Surplus of \$31,777. After adjustments which include net unfunded carry overs the result is now predicted to be an Operating Deficit of \$2,135,073 (Excluding Capital Funding) and an overall Cash Deficit of \$346,642.

	Original Budget	QBRs 1	QBRs 2	QBRs 3	QBRs 4	Forecast 30 June 2023	Variance
Income	25,881,719	2,650,066				28,531,785	2,650,066
Expenditure	15,306,901	857,309				16,164,210	857,309
Operating Result	10,574,818	1,792,757				12,367,575	1,792,757
Less: Capital Grants	11,855,323	2,647,323				14,502,646	2,647,323
Operating Result Excluding Capital	(1,280,505)	(854,567)				(2,135,072)	(854,567)
Cash Movement	31,777	(378,399)				(346,622)	(378,399)

Budget amendments are included as follows

General Fund Major Budget Variation Items - Quarter Ending September 2022

Income Item	Amount	Reason
Waste Management Services	\$55,394	Additional annual waste charges
Other Community Services	\$6,000	Youth Activities – Holiday Break
Halls & Community Centres	\$8,826	Black Summer Bushfires funding
Bridges – Rural Unsealed Roads	\$36,970	Reduction in R2R funding – projects completed under budget
Urban Roads	(\$273,750)	Remove R2R funding



Income Item	Amount	Reason
Regional Sealed Roads	15,000	Increase Block Grant funding
Sealed Rural Roads	(75,000)	Take out R2R funding
Unsealed Rural Roads	(279,340)	Take out R2R funding
Economic Development	321,678	Carry over EPA Green Waste clean up
Recreation & Culture	(229,395)	Funding received in advance - external restrictions
Bridges - Rural Sealed & Unsealed	310,820	Carry over Fixing Country Bridges funding
Footpaths & Bike Tracks	1,777,810	Move funding from Urban Roads
Kerb & Gutter	441,250	Move funding from Urban Roads
Urban Roads	(2,354,438)	Carry over Fixing Local Roads funding + move funding to Footpaths and Kerb & Gutter
Regional Sealed Roads	2,839,357	Carry over TBW Corridor Strategy
Sealed Rural Roads	(758,485)	Funding received in advance - external restrictions. Moona Plains project completed under budget.
Unsealed Rural Roads	(667,596)	Funding received in advance - external restrictions. Take out Remote Roads Pilot, add in LRCL.
Aerodrome	1,288,000	Black Summer Bushfires funding
Rates Revenue	(13,037)	Pension Concessions - not included in budget
Investment Interest	200,000	Interest income not included in budget
	\$2,650,065	

Operating Expenditure Item	Amount	Reason
Administration Operating	(\$63,000)	Overhead recovery - correction to budget
Noxious Plants, Insect & Vermin Control	\$18,578	Carry over Moona-Winterbourne Fence project - external restriction
Youth Services	\$6,000	Coding adjustment
Cemetery	\$7,069	Carry over Woolbrook Cemetery Project - external restriction
Halls & Community Centres	\$88,136	Nowendoc Hall Water Infrastructure - Black Summer Bushfires & External Restrictions
Regional Sealed Roads	(\$3,669)	Adjustment to expenses based on Block Grant/TBW C/S



Economic Development	\$804,195	EPA Green Waste - Funding + external restriction
	\$857,309	

Capital Expenditure Item	Amount	Reason
Administration	\$17,427	Foyer project completed Q1 – Fully funded
Housing & Community Amenities	(\$35,000)	Removal of carport
Recreation & Culture	\$302,109	Skate Park upgrade 121K, Lions Park, 104K, Levee Bank 68K
Mining, Manufacturing and Construction	\$54,272	Quarry management plan
Transport & Communication	\$5,434,590	Bridge Repairs \$682K, Footpaths \$119K, Shared Pathways \$1.7M, Thunderbolts Way Upgrade \$3.1M.
	\$5,773,398	

Internal Restricted Assets

Below is a summary of Council's internally restricted assets at 30 September 2022 after budget adjustments are applied. Please see Walcha Council – Restriction Summary for further detail.

	Balance 30 September 2022
Plant Replacement	1,181,848
Infrastructure Replacement	2,044,280
Employee Leave Entitlement	647,000
Tip Site Remediation	295,926
Quarries Remediation	301,431
Project Development	65,000
Total	4,535,485

Water Fund

The original 2022-2023 budget predicted an Operating Surplus of \$91,282. With no capital work now planned in the fund we will build our reserves which will mean we will not require borrowing for minor capital works as we will cover our depreciation.

	Original Budget	QBRs 1	QBRs 2	QBRs 3	QBRs 4	Forecast 30 June 2023	Variance
Income	9,021,348	(1,500,000)				7,521,348	(1,500,000)
Expenditure	930,066					930,066	
Operating Result	6,591,282					6,588,782	
Less: Capital Grants	8,000,000	(1,500,000)				6,500,000	(1,500,000)
Operating Result Excluding Capital	91,282					91,282	
Cash Movement	30,905					30,905	



Income Item	Amount	Reason
Capital Grants	(\$1,500,000)	Funding received prior to June 2022.

Expenditure Item	Amount	Reason

Sewer Fund

The original 2022-2023 budget predicted an Operating Surplus of \$33,607. 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 current surplus forecast for 30 June 2023 is \$33,607

	Original Budget	QBR 1	QBR 2	QBR 3	QBR 4	Forecast 30 June 2023	Variance
Income	550,777					590,676	39,899
Expenditure	517,170					517,170	
Operating Result	33,607					73,506	39,899
Less: Capital Grants							
Operating Result Excluding Capital	33,607					73,506	39,899
Cash Movement	136					(39,763)	(39,899)

Income Item	Amount	Reason
Sewerage Income	39,899	Additional unplanned

Expenditure Item	Amount	Reason
STP Upgrade Projects	\$79,798	NSW Regional Water & Wastewater Backlog Program



Item: 6.3 **Ref:** WO/2022/03037
Title: Section 7.12 Contribution Plan
Author: Contract Town Planner
Previous Items: Not Applicable
Attachments: Nil

Community Strategic Plan Reference:

Goal 3.2 – *The public health and wellbeing of the community will be protected and enhanced.*

Goal 6.1 – *Walcha's distinct and diverse natural and built environment will be protected and enhanced.*

Goal 6.6 – *The character of Walcha and its surrounding villages will be maintained while protecting the productivity of our rural land.*

RECOMMENDATION: That Council:

1. Prepare a draft Section 7.12 Contribution Plan for Council consideration, and
 2. Prepare a suitable Work Schedule for inclusion in the draft 7.12 Contribution Plan.
-

Introduction:

The funding of public infrastructure has changed substantially over the last 40 years, moving from traditional sources such as Commonwealth, State and Local Government budget allocations to a mix of sources ranging from public private partnerships to developer charges and user pays charges. The user pays philosophy underlying the funding of local infrastructure has existed in NSW since the 1940s when the planning process has had the ability to require developers to contribute to the provision of public facilities, the need for which arises as a result of the development. This report is to provide information about the preparation of a contributions framework for Council's consideration.

Report:

Section 7.11 and 7.12 (formally Section 94 and 94A) of the *Environmental Planning & Assessment Act 1979* (EP&A Act) has traditionally been the principal method enabling councils to levy contributions for public amenities and services required as a consequence of development. This may be the provision of new facilities for a new area, or may be the expansion of existing facilities where a developed area is growing. Contributions are imposed by way of a condition of development consent or complying development, and can be satisfied by:

- dedication of land
- a monetary contribution
- material public benefit
- a combination of some or all of the above.



Since 1993 councils have been able to levy contributions only if they have prepared and exhibited a development contributions plan which has allowed the system to be made more transparent.

The local infrastructure contributions system is administered by Local Government as they are best placed to understand the needs of their communities. The NSW Planning sets the policy framework under which councils collect and administer contributions. This includes legislation, ministerial directions and practice notes.

There are three different methods to levy Contributions.

Section 7.11 Plan

Charged where there is a demonstrated link between the development and the infrastructure to be funded. Councils prepare contribution plans which specify what infrastructure will be provided and approximately how much it will cost. This is used to calculate a contribution rate, usually charged per dwelling.

Application:

- Optimum where growth is faster and higher levels of contributions are able to offset the considerable administration costs, financial risks and inefficiencies of managing money amongst and within the funds
- Areas with multiple owners who are unable to co-ordinate in offering dedications or works-in-kind

Key issue:

- Substantial work required to satisfy statutory requirements against potential benefits

Section 7.12 Plan

An alternative to s7.11 contributions, charged as a percentage of the estimated cost of development. The maximum percentage that can be charged in most areas is 1%.

Application:

- Little growth and slow accrual of funds in established urban areas or rural areas, or where provision of facilities benefits a dispersed set of contributors
- Areas with multiple ownership with little scope for land dedications or works-in-kind
- Costs of needed infrastructure are relatively low and spread over time

Key issue:

- Lower level of contributions but greater flexibility in expenditure



Planning Agreement

These are negotiated between a developer and a council, for the provision of infrastructure to support communities.

Application:

- One or few owners that have an incentive to fund infrastructure
- More successful where major growth or development occurs in a distinct area
- Can offer different and better outcomes through efficiencies in the process or through innovation by the parties

Key issue:

- Are the outcomes worth the substantial effort required to implement a satisfactory agreement

The decision on the type of contributions system to adopt should be considered in light of a council's corporate-wide strategy of infrastructure funding. The making of a development contributions plan places a financial obligation on council to deliver the public amenities and public services which it has identified and for which development contributions are then sought. Planning agreements may also lock in a council for the provision or funding of infrastructure. The preparation of a development contributions plan and the levying of contributions under that plan, or entering into a planning agreement, are discretionary powers of council.

To complete a contribution plan the following steps are required to be undertaken:

1. Prepare a draft Plan as per the requirements of the *Environmental Planning & Assessment Act 1979* and its associated Regulations
2. The draft Plan will be considered by Council
3. The draft Plan will be public exhibited and public consultation undertaken
4. All submissions will be considered by Council
5. The draft Plan will be endorsed by Council
6. The Plan will commence as at the date of a public notice regarding the endorsement.

Conclusion:

A Section 7.12 is considered to be the most appropriate form of contribution plan with a specific emphasis on the schedule of works to ensure that it aligns with Council's current priorities. The Works Schedule is to include the following:

- A. Completed works for which contributions will be recouped
- B. Works in progress for which contributions will continue to be levied
 1. Stormwater Drainage
 2. Road Transport



C. New Public facilities for which contributions will be sought

1. Public Facilities

- i. Community Improvement
- ii. Stormwater Drainage
- iii. Environmental Management
- iv. Parks
- v. Transport
- vi. Road Intersection upgrades

Each project has a staging ranking being:

Short Term	1-2 years
Medium Term	3-4 years
Long Term	5-10 years
Ongoing, continuous work	

Legal Implications:

Consideration under the provisions of *the Environmental Planning & Assessment Act 1979, and associated Regulations (2021)* will be followed as part of the preparation process. The 2021 Regulations which commenced in March 2022 detail the Plan content, restrictions and process for legalising the Plan. The legislated process, content and exclusions will be considered as part of any draft plan preparation.

Financial Implications:

The collection of 7.12 levy increases Council capacity provide and augment public amenities and services.

Environmental Implications:

Nil

Social Implications:

The redevelopment and upgrading of a supermarket is considered to be a positive impact for the community.

Policy Implications:

A Contribution Plan will be considered a new Policy of Council.



Item: 6.4 **Ref:** WO/2022/03047
Title: Waiving of Green Waste Disposal Fees – Quota Club of Walcha
Author: Director – Infrastructure & Development
Previous Items: Nil
Attachment: Letter from Quota Club of Walcha – Fee Waiver Request – WI/2022/12496

Community Strategic Plan Reference:

Goal 6.2.4: - *Manage solid waste in an efficient, affordable and sustainable manner.*

RECOMMENDATION: That Council **APPROVE** waiving the Waste Management Facility's Green Waste Disposal fees for the Walcha Quota Club's routine maintenance of Quota Park.

Purpose:

The purpose of this report is to seek Council approval to waive Council's green waste disposal fees for the Quota Club's routine garden maintenance (mowing and weeding) within Quota Park.

Report:

The Quota Club of Walcha made representations to Council on 21 September 2022 (refer Attachment 1) requesting Council waive its Waste Management Facility fees for disposal of green waste from the Club's routine mowing and weeding of gardens within Quota Park.

Council's current gate fees for Green Waste Disposal are as follows:

Waste Type	Gate Fee
Garden/Green Waste – Bulk Waste (per cubic metre)	\$20.00
Garden/Green Waste – Sedan/Wagon (per load)	\$5.00
Garden/Green Waste – Ute or Small Trailer (per load)	\$20.00

The Club is a non-profit organisation with limited funds available for routine maintenance works. The on-set of warmer weather will mean more frequent mowing and weeding of the gardens is needed and consequently increased disposal costs.

Policy Implications

Nil.

Financial Implications

Council will not recoup green waste disposal costs associated with the Quota Club's routine maintenance of Quota Park by waiving the green waste disposal fee.



Legal Implications

Nil.

Social Implications

Nil

Environment Implications

Ensures green waste is managed in an efficient, affordable and sustainable manner.



Attachment 1



PRESIDENT: Chris Hamel
SECRETARY: Janice Rizzi
TREASURER: Julie Yates

Email: quotawalcha@gmail.com
PO Box 145
WALCHA NSW 2354

QUOTA CLUB OF WALCHA INC.

21 September, 2022

The General Manager
Mr. B Omundson
P.O. Box 2
WALCHA N.S.W. 2354

Dear Sir,

On behalf of the Quota Club I would like to thank the Council for the very good work that they do in assisting the Quota Club in the maintenance of the Quota Park. We greatly appreciate the help in pruning the trees and shrubs in the park. Our Club does the mowing and weeding of the gardens.

We would be very grateful to the Council if they would consider waiving the tip fees for the disposal of our green waste. We are a non-profit organization and funds are always needed for so many things in our town and forty dollars a trailer load is a lot, especially with the warmer growing season about to start. We believe that the park was built on land donated by the Council in years gone by.

Hoping to hear from you soon.

Yours faithfully,

A handwritten signature in cursive script that reads "Hamel".

Christine Hamel
President

WALCHA COUNCIL RECEIVED	
DATE	23.09.2022
GDA REF	
TRIM FILE	
DOC NO	
H/C FILE	



Item: 6.5 **Ref:** WO/2022/03040
Title: Waiving of After-Hours Pool Hire Fees – Walcha Flippers Swimming Club
Author: General Manager
Previous Items: Nil
Attachment: Nil

Community Strategic Plan Reference:

Goal 5.6: - People of all ages and abilities will be encouraged to participate in cultural, recreational and sporting activities.

RECOMMENDATION: That Council:

- 1. APPROVE waiving 50% of the After Hours pool hire fees for the Walcha Flippers Swimming Club for the 2022/23 season, amounting to \$1,391.25 from the full fee of \$2,782.50;**
- 2. Given the Financial Sustainability Review no further waiving of fees will be considered by Council.**

Purpose:

The purpose of this report is to seek approval to waive 50% of Council's afterhours pool hire fees for the Walcha Flippers Swimming Club's squad training and club races sessions, for the 2022/23 season, in line with standing arrangements.

Report:

The Walcha Flippers Swimming Club has requested use of the entire pool extending into after hours on Tuesday afternoons for their 3:00pm to 5:30pm swim sessions (during school terms). The Pool is ordinarily closed to the general public at this time.

Club members are required to pay the regular pool admission fee to attend their sessions and in consideration of this it is proposed that Council consider waiving 50% of the after hours hire fee. The Club has not specifically requested this waiver; however, it is Council's understanding that waiving this fee has been a standing arrangement.

The total fees to be waived have been calculated on our current fee for hire rate of \$74.20/hour and are detailed below:

Date	Time	Duration	Subtotal (Incl. GST)
8 Nov - 13 Dec 2022 (Tuesdays)	3:00pm-5:30pm	6 x 2.5hrs	\$1,113.00
31 Jan – 28 Mar 2022	3:00pm-5:30pm	9 x 2.5hrs	\$1,669.50
		Total	\$2,782.50



Policy Implications

The current Policy is implied however in the context of our Financial Sustainability Review a more explicit policy position should be taken.

Financial Implications

Council will not recoup after hours costs associated with the Walcha Flippers Swimming Club's use of the Walcha Swimming Pool by waiving 50% of the after hours hire fee. However, members still pay their admission fees as usual (either at the gate, or via season pass).

Legal Implications

Nil.

Social Implications

The waiving of 50% of this fee assists Council in actively encouraging community participation in recreational and sporting activities.

Environment Implications

Nil.



Item: 6.6 **Ref:** WO/2022/02795
Title: Updated Administration Policies – Social Media Policy
Author: Director Community & Tourism
Previous Items: Not Applicable
Attachment: Walcha Council DRAFT Social Media Policy WINT/2022/05407

Community Strategic Plan Reference:

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 Social Media Policy as presented.

Introduction:

As per Councils resolution, the Draft Social Media Policy was placed on public exhibition for 28 days. Two submissions have been received and the comments and changes are noted below.

Report:

Submissions requiring changes to be made in the Social Media Policy have been summarised in the table.

Comment	Action
Suggestion to add contact details to Section 9: <i>"Complaints or concerns may be made in writing to the General Manager to council@walcha.nsw.gov.au, PO Box 2, Walcha NSW 2354 or in person to 2W Hamilton Street, Walcha NSW 2354"</i>	Contact details to be added. Include in Council report
Suggestion to add a reference list of other applicable council policies or codes or documents ie. Model Code of Conduct for Local Councils in NSW	Yes or No??
Section 2.1 the addition of other currently managed sites <ul style="list-style-type: none"> ■ Walcha Tourism Facebook and Instagram ■ Walcha Motorcycle Rally Facebook and Instagram ■ Walcha Mountain Festival Facebook ■ Walcha Open Air Gallery and Arts Facebook and Instagram (content is managed by members of Arts Advisory Committee) 	Additional pages added to policy. Include in Council report



<p><i>Section 4.3</i> <i>(m) advertises, endorses or solicits commercial products or business</i></p> <p>The tourism office do currently promote local businesses and events, is this still allowed if the clause remains? Do we need an exclusion? Eg excluding the Tourism pages who are able to promote local businesses and events if requested.</p>	<p>Include in Council report</p>
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Legal Implications: Nil

Financial Implications: Nil

Environmental Implications: Nil

Social Implications: Nil

Policy Implications: Policy to be updated to reflect the Model Social Media Policy as published by the Office of Local Government.



Item: 6.7 **Ref:** WO/2022/02989
Title: Arrangements for Christmas for Council Staff
Author: General Manager
Previous Items: Not Applicable
Attachment: No

Community Strategic Plan Reference:

Goal/Strategy Number: type the actual goal or strategy that you are quoting.

RECOMMENDATION: **That Council:**

- 1. ALLOW the combined Staff Christmas Party to be held during working hours on Thursday 22 December 2022 from 12:30pm;**
 - 2. 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 2022 are defined below:

Outdoor Staff:

- Staff will cease work at 12:30pm on Thursday, 22 December 2022.
- All Staff, except for an emergency crew, will be on leave from Friday 23 December 2022 until Monday 09 January 2023.
- Staff not taking additional leave will return to work on Monday 09 January 2022.

Indoor Staff:

- Staff will cease work at 12:30pm on Thursday 22 December 2022.
- All Staff will be on leave from Friday 23 December 2022 until Monday 09 January 2023.
- Staff not taking additional leave will return to work on Monday 09 January 2023.

Christmas Party:

This year Council are planning to have once again a combined Christmas Party with both indoor and outdoor staff with the objective of the event to celebrate this year's achievements together as one team.

All Staff will cease work at 12:30pm on Thursday 22 December 2022 for this event. The event will be held from 12:30pm until 5:00pm at the Walcha Showground Canteen or Luncheon Room. The closure of all Council offices will be advertised locally and on Facebook to ensure the public are aware beforehand. It is requested Council donate \$3,000 towards the event, noting that last years event was supported with a \$3,000 donation from the General Fund.



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 and this event is budgeted for annually.

Environmental Implications:

There are no environmental implications arising from this report.

Social Implications:

This is a mandatory attendance event. The combined Staff Christmas Party is an important social interaction for all staff given another busy year with numerous challenges and a form of both celebration and thank you for everyone's input during the year.

Policy Implications:

There are no policy implications arising from this report.



Item 7:

Notice of Motions



NOTICE OF MOTION NUMBER: 25

Item: 7.1 **Ref:** WO/2022/03041
Title: Notice of Motion –New England Tablelands (Noxious Plants) County Council trading as New England Weeds Authority
Author: Councillor Scott Kermode, Deputy Mayor
Attachment: No

Background:

At the Walcha Council Meeting held 31 January 1996, Council issued the following delegation to the New England Tablelands (Noxious Plants) County Council:

That, pursuant to Section 377 of the *Local Government Act, 1993*, Walcha Council delegate its noxious weed control functions, including the power to prosecute under the *Noxious Weeds Act, 1993*, to New England Tablelands (Noxious Plants) County Council.

The New England Tablelands (Noxious Plants) County Council is currently trading as New England Weeds Authority (NEWA).

In the 2021 financial year Council paid an annual amount to NEWA of \$96,822.00. The amount in the previous financial year was \$91,953.84.

Since the introduction of Council’s current financial system in 2009 Council has invested over \$1.3M.

Objective:

[Community Strategic Plan References:](#)

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

Report:

There appears a lack of performance measures in relation to the services delivered in Walcha Council.

Anecdotal evidence suggests that the presence of NEWA Weeds Officer in the Walcha region has been spasmodic if not infrequent.

Given our Financial Sustainability Review where all parts of Council business is under review it is both pragmatic and necessary that we ensure Council is getting value for money from NEWA.



Financial Impacts:

Council may receive better value for money should they decide to undertake these services internally.

Funding Source:

Annual Council approved budget plus Walcha Council's share of the WAP (Weeds Action Program) is approximately \$80,000.

Additional Comments:

None provided.

MOTION:

That Council AUTHORISE the General Manager to prepare a report for Council on the value for money and risk profile for Walcha Council in relation to Council's ongoing membership of the New England Weeds Authority.

Clr Scott Kermode, Deputy Mayor – Chair of NEWA

19 October 2022

Management Response:

The review from a value for money and risk profile perspective is supported given Council's internal review related to the Financial Sustainability Review findings.

Strategic Implications

Potentially significant. With the recent spate of Local Government amalgamations, NEWA has grown disproportionately since the original five-member Council each had one representative. Walcha Council retains its single representative (and now Chairperson) however Armidale Regional Council has representation from three Councillors on the Board of six representatives.

Policy Implications

Exiting policy position would need to reflect the findings of the Financial Sustainability Review.

Legal Implications

Potentially significant. Legal advice should be sought.

Financial Implications

Potentially significant. Without the benefit of a review as called for in the Deputy Mayors Motion, it may well prove financially beneficial to Council to have these services undertaken internally.



The matter of having invested well over a million dollars over a relatively long period of time raises the question of proportional return on investment should Council evoke its long held delegation to NEWA.

Additionally it is estimated that to provide the required legal advice would amount to the expenditure of \$6,000.

Summary Comment

The Notice of Motion is supported by Management.



Item 8:

Matters of Urgency



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Item 9: Management Review Reports



9.1 OFFICE OF THE GENERAL MANAGER

Ref: WO/2022/03070

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. RESOLUTIONS ACTION LIST

See attached report.

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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Ordinary Meeting – 31 October 2018

60/1819	<p>6.6 On-site Sewage Management Strategy Implementation WO/2018/02306</p> <p>that Council postpone the implementation of the On-site Sewage Management Strategy until the next financial year.</p>	<p>DED DID</p>	<p>Review 30062022 TBA</p>	<p>Review Strategy when suitable resources secured (current vacancy for a Health & Building Surveyor)</p>	<p>Council resolved to put this on hold until the drought conditions subside and suitable resources secured. New Director to review and confirm timeframe by Dec 2022</p>
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Extra Ordinary – 22 May 2019

167/1819	<p>2.2 Planning Proposal 2 Annual Review WO/2019/01107</p> <p>that Council:</p> <ol style="list-style-type: none"> 1. Prepare a planning proposal to include the following: <ol style="list-style-type: none"> a. Rezone land described as Lot B DP 371356, Lot 7016 DP 94120 and Lot 543 DP 756502 from RU1 Primary Production to RE2 Public Recreation, and to remove the land from the Minimum Lot Size Map. b. Rezone the portion of the land described as Lots 1, 2 & 4 Sec 41 DP 759035 zoned R1 General Residential to RE1 Public Recreation, remove the land from the Minimum Lot Size map and the Height of Buildings map. c. Insert attached dwellings, hostels, multi dwelling housings, residential flat 	<p>DED DID</p>	<p>TBA</p>	<p>As per resolution.</p>	<p>Initially due October 2020.</p> <p>Work behind schedule and has been prioritised.</p> <p>Planning Proposal submitted to DPE for Gateway Determination.</p> <p>New Director to review and confirm timeframe by Dec 2022</p>
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Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
	<p>buildings, seniors housing as prohibited uses in the RU5 Village Zone Land Use Table</p> <p>d. Increase the current height restriction from 8.0 metres to 8.5 metres on the Height of Buildings Map.</p> <p>2. Request Delegation under section 3.36(2) of the <i>Environmental Planning & Assessment Act 1979</i> to make the final instrument.</p> <p>3. Submit the drafted Planning Proposal for a Gateway Determination.</p>				
<p>168/1819 22 May 2019</p>	<p>Motion: It was MOVED Clr Heazlett Seconded Clr Kermode that Council prepare a planning proposal to rezone the portion of the land described as Lot 8 DP1167213 zoned RU1 Primary Production to RE1 Public Recreation, remove the land from the Minimum Lot Size map and reclassify the land from 'community' to 'operational' land to enable the subdivision of the industrial land when required. A FORESHADOWED Motion Clr Lyon that the portion of Lot 8 currently zoned Industrial be rezoned 'public recreation'.</p>	<p>DED DID</p>	<p>TBA</p>	<p>As per resolution.</p>	<p>Initially due October 2020.</p> <p>Work behind schedule and has been prioritised.</p> <p>Planning Proposal submitted to DPE for Gateway Determination.</p> <p>New Director to review and confirm timeframe by Dec 2022</p>

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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	The Original Motion was put to the VOTE and CARRIED .				
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Ordinary – 31 July 2019

6/20192020	<p>6.3 Crown Land Management Plan Preparation WO/2019/01134</p> <p>that Council:</p> <ol style="list-style-type: none"> 1. Acknowledge that a Walcha Crown Land Management Plan is required to be prepared for Crown Land managed by Walcha Council as required by the <i>Crown</i> 2. Request ministerial consent from NSW Department of Industry—Lands & Water to manage land known as: <ol style="list-style-type: none"> a. Woolbrook Rubbish Tip - 104 Campfire Road, Woolbrook - Lot 238 DP 753846 being Reserve 82854 b. Walcha General Cemetery - 169-179 Darjeeling Road, Walcha - Lot 1 DP 1088076 and Lot 7042 DP 1122396 being Reserve 1018788, Lot 7027 DP 1075451 and Lot 1 DP 117825 being Reserve 1018768 c. Old Rubbish Depot - Oxley Highway, Walcha Road - Lot 132 DP 753846 and Lot 7300 DP 1136219 being Reserve 89912 d. Waste Transfer Station - 49 Aerodrome Road, Walcha - Lot 532 DP 756502 being Reserve 51457, Lot 7007 DP 1057278 	<p>DED DID</p>	30062023	As per resolution.	Underway.
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Walcha Council's Meeting Action List



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	<p>being Reserve 63519 and Lot 7017 DP 1057279 being Reserve 70192.</p> <p>e. Woolbrook Cemetery - 119 Campfire Road, Woolbrook - Lot 7011 DP 94017 being Reserve 1018428</p> <p>f. Walcha Catholic Cemetery - 219E Oxley Drive, Walcha - Lot 7002 DP 94214 being Reserve 43749 and Lot 7004 DP 94215 being Reserve 63559</p> <p>g. Nowendoc Waste Transfer Station - 47 Tops Road, Nowendoc - Lot 171 DP 753691 being Reserve 83987</p> <p>h. Yarrowitch Showground - 92 Upper Yarrowitch River Road, Yarrowitch - Part Lot 125 DP 756475 being Reserve 94641</p> <p>i. Nowendoc Cemetery - 7817 Thunderbolts Way, Nowendoc - Lot 7301 DP 1134898 being Reserve 1016508</p> <p>j. Old Oxley RFS Shed - 6432 Brackendale Road, Nowendoc - Lot 157 DP 753691 being Reserve 95794</p> <p>land as "operational" as per Section 3.22 of the <i>Crown Land Management Act 2016</i>.</p> <p>3 Delegate the General Manager authority to:</p> <p>a) Assign the relevant categories to each parcel of Crown Land considered to have a classification of "community" land as per Section 3.23 of the <i>Crown Land Management Act 2016</i>,</p>				
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Walcha Council's Meeting Action List



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	<p>b) Obtain native title manager advice as per the provisions of Part 8 of the <i>Crown Land Management Act 2016</i>,</p> <p>c) Consult the NSW Dept of Industry Lands & Water on the content of the draft Walcha Crown Land Management Plan for Council consideration prior to Public Exhibition.</p>				
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Ordinary – 29 July 2020

13/20202021	<p>6.3 Application for an Alcohol-Free Zone in the Walcha Central Business District by Walcha Police WO/2020/01944</p> <p>Motion: It was MOVED Clr Kealey Seconded Clr Ferrier that Council:</p> <ol style="list-style-type: none"> 1. Prepare a proposal for an Alcohol-Free Zone as per the area identified in the application and extend to all licensed premises; 2. Prepare a proposal for Alcohol Prohibited Area in McHattan Park. <p>13 The Original Motion was put to the VOTE and CARRIED</p>	DED DID	30042021		<p>Proposal reported to July 2022 Ordinary Meeting of Council. Advertised proposals inviting submissions to 09092022 – Sept 2022 Ordinary Meeting</p> <p>Outcome of consultation presented to October 2022 Ordinary Meeting.</p>
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Closed – 26 August 2020

<p>Closed: CC13 / 20202021</p>	<p>13.2 Request to Improve Driveway RESOLVED on the Motion of Councillors Kealey and Kermode that Council honour the agreement made to construct the new</p>	DI DID	30122021 30062023		Work to be scheduled next FY with other driveway works at the Council Depot and road shoulder/drainage
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Walcha Council's Meeting Action List



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	driveway for the applicant as detailed in the body of the report.				repairs on North Street undertaken via LRCI Phase 3 funding.
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Ordinary – 25 November 2020

122/20202021	<p>6.6 Crocodile Bridge Safety WO/2020/03816</p> <p>that Council remove the current temporary barriers and the concrete path connections, and restore the excavation with turf and extend the existing garden beds on either side of the creek be to preclude pedestrian access to the Crocodile Bridge.</p>	<p>DI DID</p>	<p>30102022 31012022</p>		<p>Work delayed to allow urgent grant funded projects to be completed by 30 June 2021 deadline. Works identified in approved LRCI Phase 3 project list. Works delayed due to recent weather conditions.</p>
124/20202021	<p>6.8 Beautification Committee Project Recommendations WO/2020/04068</p> <p>that Council:</p> <ol style="list-style-type: none"> ENDORSE the recommendations of the 355 Committee Project Scope forms endorsed by the Walcha Town & District Beautification & Tidy Towns Committee meeting of 07 October 2020 and approves construction of Mill Hole – Stage 2 and the Rose Garden projects; ACKNOWLEDGES the continuing efforts of the Walcha Town & District Beautification & Tidy Towns Committee and their contribution to positive Community Strategic Plan outcomes. 	<p>DI DID</p>	<p>30102022 30042022</p>		<p>Completion of works (Rose Garden Stage 2) identified in LRCI Phase 3 approved Project list. Works delayed due to weather and internal resource limitations.</p>

Walcha Council's Meeting Action List



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Ordinary – 16 December 2020

148/20202021	<p>7.1 Notice of Motion No.: 21 – Available Residential & Industrial Land – Clr Noakes WO/2020/04452</p> <p>that:</p> <ol style="list-style-type: none"> \$30,000 from the Project Development Internal Restriction be allocated to identify Council owned and Crown land that may be available for development as residential or industrial land. Any privately owned land within the town boundary that is zoned residential or industrial also be identified. 	<p>DED DID</p>	<p>30062021 TBA</p>	<p>Consultant brief to be prepared and issued to market, with completion date for project TBC following selection of supplier.</p>	<p>Initial due date June 2021.</p> <p>Work delayed due to resourcing.</p> <p>To be reprioritised to commence July 2022. Commenced in part with the Facilities Strategy.</p> <p>New Director to review and confirm timeframe by Dec 2022</p>
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Ordinary – 24 February 2021

194/20202021	<p>10.2 Minutes of the Walcha Tourism Advisory Committee Meeting held at Council Chambers on Friday, 12 February 2021 WO/2021/00517</p> <p><u>Item 3.8 – Caravan Access to Water</u> that Council provide a dedicated drinking water refill point separate from dump point tap.</p>	<p>DI DID</p>	<p>30122022</p>	<p>DI to investigate options for caravan access to water and present back to Council.</p>	<p>Initial assessment is that business case for compliant, fee-for-service fill location may struggle to stack up due to low use. Issues regarding safety and compliance can be introduced by designating a fill point for specific purpose.</p>
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Ordinary – 29 September 2021

36/20212022	<p>6.3 Heritage Listing Removal from Walcha LEP Request – 2N Middle Street Walcha – Mrs L Green WINT/2021/08363</p> <p>that Council:</p> <ol style="list-style-type: none"> Remove heritage listing (I017 – being Lot A DP 159627 known as 2N Middle Street 	<p>DED DID</p>	<p>31032021 TBA</p>	<p>Organise the removal of heritage listing of property from LEP 2012 Schedule 5. Advise owner of resolution options.</p>	<p>Owner visited Council March 2022 and advised they are happy for removal to be included in next house keeping Planning Proposal of Council.</p>
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Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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	<p>Walcha) from Schedule 5 of the <i>Walcha Local Environmental Planning Plan 2012</i>, and</p> <p>2. Advise the land owner that:</p> <p>a. The removal of the heritage listing will be included within the next House Keeping Planning Proposal as prepared by Council when there are enough matters to warrant the expense of a Planning Proposal, alternatively</p> <p>b. They are welcome to submit their own Planning Proposal for Council consideration along with \$4,500 deposit towards the cost of processing the Planning Proposal, as this will expediate the processing time.</p>				<p>No date scheduled for next House Keeping Planning Proposal at this stage.</p> <p>New Director to review and confirm timeframe by Dec 2022</p>
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Ordinary – 27 October 2021

59/20212022 27 Oct 2021	<p>6.2 Draft Amendment to Walcha Development Control Plan WINT/2021/08887</p> <p>that Council:</p> <p>1. Adopt the <i>Draft Amended Walcha Development Control Plan 2019</i> which includes the following amendments:</p> <p>a. Minimal editing and word changes to correct grammar, identification of development controls and to ensure state agency referencing is correct</p> <p>b. Clause 14.6 – Visual Amenity Impacts– Replace the reference to the Australian Wind Energy Association and Australian Council of National Trust’s <i>Wind Farms and Landscape Values: Stage 1 Report</i> –</p>	<p>DED DID</p>	30062022 TBA	As per resolution	<p>Point 1 of resolution completed.</p> <p>Further work delayed due to resourcing.</p> <p>New Director to review and confirm timeframe by Dec 2022</p>
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Walcha Council's Meeting Action List



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	<p><i>Identifying Issues, March 2005, Appendix B: Wind Farms and Landscape Values: Final Issues Paper</i> has been changed to the current guideline being NSW Planning, Industry & Environment <i>Wind Energy Visual Assessment Bulletin For State significant wind energy development December 2016.</i></p> <ul style="list-style-type: none"> 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. <ul style="list-style-type: none"> 2. Prepare a further amendment to the <i>Amended Walcha Development Control Plan 2019</i> 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 				
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Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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	Plan 2012 by ensuring all Land Use Tables reflect the provisions of all relevant State Environmental Planning Policies				
60/20212022 27 Oct 2021	<p>6.3 Part Day Public Holiday 2022 & 2023 Survey Results WO/2021/04247</p> <p>that Council:</p> <ol style="list-style-type: none"> 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; SURVEY the community and key stakeholders directly after the 2022 & 2023 Part Day Public Holiday to ascertain their success. 	GM	201221 Oct 2022		Sent application to Industrial Relations for Part Day Public Holiday – 08112021 Diarise to survey the community and key stakeholders in March 2022 & 2023. – Not completed in March 2022. Update: view is to survey as a component of community consultation re financial sustainability. Unable to undertake review through this process – separate survey to be undertaken in the new year.

Ordinary – 24 November 2021

85/20212022	<p>6.2 Customer Charter WINT/2021/09573</p> <p>that Council ADOPT the Customer Charter as presented.</p>	MCF		As per resolution	Office move completed and final painting in August. Update customer charter for Oct Council meeting.
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Ordinary – 16 February 2022

127/20212022	<p>Item: 4.2.12 – Constructive Solutions Update</p> <p>that Council maintain a Contractor Register which is to be regularly updated FURTHER THAT the Director of Infrastructure is to create End of Project Completion Report to include comments on contractor performance.</p>	DI DID	30062022 30122022	As per resolution	Engineering team is working on improving all end-of-project functions, including contractor performance and capitalisation.
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Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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130/20212022	<p>Item: 4.3.1 – Project Applications - Crocodile Bridge that Council decline the request for the removal of footpaths and construction of garden beds to prevent foot traffic across Crocodile Bridge.</p>	DI / GM	23032022	Notify Art Advisory Committee Members	Completed July 2022 – construction of garden beds to proceed with LRCI Phase 3 funding.
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Ordinary – March 2022

144/20212022	<p>6.2 Amendment to Walcha Local Environmental Plan – Employment Zones that Council:</p> <ol style="list-style-type: none"> 1. Endorse the Department of Planning, Industry & Environment Employment Zone Reforms by amending the Walcha Local Environmental Plan 2012 by: <ol style="list-style-type: none"> (a) Changing the zone names of <ol style="list-style-type: none"> (i) B2 Local to E1 Local Centre (ii) IN1 General Industrial to E4 General Industrial (iii) B4 Mixed Use to MU2 Mixed Use (b) Business identification sign, home business, home industry and recreation area as defined in the Standard Instrument is to be Permitted Without Consent in the E1 Local Centre Land Use Table (c) Business identification signs as defined in the Standard Instrument is to be Permitted With Consent in the MU1 Mixed Use and E4 General Industrial Land Use Table (d) Pond and tank based aquaculture as defined in the Standard Instrument is as Permitted With Consent in the E1 Local Centre, E4 General Industrial and MU1 Mixed Use zones Land Use Tables 	DED DID	01122022	<ol style="list-style-type: none"> 1. So endorsed 2. To advertise on our website media documents provided by DPE 	<p>Complete. Consultation documentation displayed on our website. Exhibition ran from 31/05/2022 to 12/07/2022. No submissions were received regarding our Council's proposed land use tables or mapping so no post exhibition amendments required. DPE will proceed with finalising drafting PCO, working towards 1/12/2022 date for the amendments to be notified.</p>
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Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
	<p>(e) Local distribution premises as defined in the Standard Instrument as Permitted With Consent in all zones Land Use Tables</p> <p>2. Assist the Department of Planning, Industry and Environment with their community consultation.</p> <p>3. Give delegation to the General Manager to make any required post exhibition changes that are consistent with intent of the translation, to address any technical amendments.</p>				
146/20212022	<p>6.4 Amendment to Walcha Local Environment Plan – Agritourism Land Uses that Council:</p> <p>1. Advise the Department of Planning and Environment Council wishes to amend the Walcha Local Environmental Plan 2012 by:</p> <p>(a) Incorporating the land uses of:</p> <p>(i) Agritourism</p> <p>(ii) Farm Experience</p> <p>(iii) Farm Gate Premises</p> <p>(b) Agritourism as defined in the Standard Instrument is to be Permitted with Consent in the RU1 Primary Production, RU4 Primary Production Small Lots and C4 Environmental Living, Land Use Table and prohibited in all other zones.</p> <p>(c) Farm Experience as defined in the Standard Instrument is to be Permitted with Consent in the RU1 Primary Production, RU4 Primary Production Small Lots and C4 Environmental Living Land Use Table and prohibited in all other zones.</p>	<p>DED DID</p>	<p>31/03/2022 TBA</p>	<p>1. Advise DPE participation in amendment.</p> <p>2. To advertise on our website media documents provided by DPE</p>	<p>Complete</p> <p>To be undertaken immediately any consultation documentation received from DPE</p> <p>New Director to review and confirm timeframe by Dec 2022</p>

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
	<p>(d) Farm Gate Premises as defined in the Standard Instrument is to be Permitted with Consent in the RU1 Primary Production, RU4 Primary Production Small Lots, RU5 Village, R5 Large Lot Residential and C4 Environmental Living Land Use Table and prohibited in all other zones.</p> <p>(e) Include clauses Farm Stay Accommodation 5.23 and Farm Gate Premises 5.24 as per the <i>Standard Instrument (Local Environmental Plans) Amendment (Agritourism) Order 2021</i>.</p> <p>2. Assist the Department of Planning and Environment with their community consultation.</p> <p>3. Give delegation to the General Manager to make any required changes that are consistent with intent of the translation, to address any technical amendments.</p>				
149/20212022	<p>6.7 Regional Meetings – Update on Community Concerns that Council RECEIVE and NOTE the Regional Meetings Update on Community Concerns Report as presented.</p>	GM		Ongoing – needs to be updated monthly.	Updates every quarter on progress.
155/20212022	<p>10.1 Minutes of the Walcha Council Capital Advisory Committee Meeting held on Thursday 17 February 2022 4.2.1 Capital Grant Funding Progress Report that any use of contingency on any projects going forward will need Director or General Manager approval prior to spending and a monthly report detailing the spending of any</p>	ALL		To be noted and actioned as per resolution.	

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
	contingency to be provided monthly to Council.				
156/20212022	4.2.3 Sgt Andrew Russell Bridge Naming that Council retain Sergeant Andrew Russell Bridge as the name for the new / replacement bridge and relocate the existing memorials closer to the new bridge.	DI DID	TBA	As per resolution	Project will require a variation approval to proceed.
158/20212022	4.2.9 Walcha Pool Upgrade Status that the engaged aquatic consultants provide a list of Walcha Pool upgrade priorities for the funding we have via the Bushfire Local Economic Recovery Fund FURTHER THAT the list needs to go to a Council Workshop then a report produced confirming Scope of Work.	DI DID	30102023	As per resolution	Funding Deed variation request approved by Public Works to deliver works during 2023 pool closure, giving more time to develop scope and tender with new Project Manager. Pool Design Tender awarded in September, works underway.
159/20212022	4.3.1 Footpath & Cycleway Funding Application (closes 25 February) that an application is submitted via the Shared Pathways Stage 2 – Walking and Cycling Program for \$3,605,810 and seek Transport NSW advice on the applicability of this funding for road widening instead of separate pathways.	DI DID	TBA	As per resolution.	Waiting outcome of application.
163/20212022	4.3.6 Derby Street Upgrade – Supplementary Funding that Council apply for \$4.56M via the Heavy Vehicle Safety and Productivity Program to complete all works on Derby Street (including asphalt surface), with 20% (\$1.14M) coming from the Thunderbolts Way Corridor Strategy.	DI DID	30062023 30062024	As per resolution.	Application successful. Due to increase in Scope, works proposed to be pushed back to 23/24 financial year. Project is now a \$6M+ project.

Walcha Council's Meeting Action List



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Ordinary – 27 April 2022

173/20212022	<p>6.1 2021 Motorcycle Rally Final Report Update WO/2022/01154 that Council:</p> <ol style="list-style-type: none"> RESOLVE to seed-fund, underwrite and manage the Walcha Motorcycle Rally for a period of three (3) years, noting annual financial risk allocation of \$155,000 and an allocated annual budget of \$35,000. NOTE that the 2024 Rally is the final Council financial risk supported event; and AUTHORISE the General Manager to have an independent economic review of the success of the Rally post the 2024 event, and further UPON receipt of the economic analysis report the new Council provide direction as to Council's role, if any, in future Motorcycle Rally events. 	<p>GM DCT</p>	Dec 2024		<p>Planning for the 2021/22 event has commenced. Tourism and Manager Project Delivery will be working on this event together. Event planning progressing well. Tourism Coordinator is managing expectations well. Weather will again play a role.</p>
186/20212022	<p>4.2.1 LRCI Round 3 Project List that Council nominate the following projects for inclusion in the \$1,183,592 Local Road and Community Infrastructure Phase 3 Grant Funding allocation to be delivered in 2022/2023:</p> <ul style="list-style-type: none"> ■ \$441,250 for kerb and gutter works in Walcha (North Street, Hill Street, Pakington Street). ■ \$247,515 for Rectification of Old Brookmount Culvert over Emu Creek. ■ \$180,000 for Causeway Restoration at Draytons Creek on Hazeldean Road. ■ \$55,000 for Crocodile Bridge, Rose Garden Stage 2, Mill Hole and Hospital Wall. ■ \$150,000 to Aberaldie Road Heavy Patching. ■ \$109,827 to Lakes Road Gravel Resheeting. 	<p>DI DID</p>	30062023	As per resolution	Works to be completed by 30 June 2023

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
187/20212022	4.2.2 Jet Patcher Business Case that Council purchase Jet-Patcher Plant and supporting equipment for \$600,000 via a loan, based on the business case presented at April 2022 Capital Advisory Committee subject to a site visit to inspect patching and other works currently done by similar plant eg: Derby Street.	MCF / DID	30112022 30042023	As per resolution	Expect long lead time on vehicle purchase, plus time to recruit driver/operator. Aim to have plant available in 6 months. Quotes have been received 23/06/2022 and will now be reviewed. Quotes received and supplier selected Plant due April 2023
188/20212022	4.2.3 New Skid-Steer Business Case that Council ENDORSES the purchase of the new Bobcat T770 skid-steer and Simex PL60 Planer for \$197,000, using proceeds from sale of 2011 Bobcat Skid-steer profiler unit and 2016 Case skid-steer totalling \$99,000 with remaining funds sourced via loan.	MCF / DI	??	As per resolution	Quotations being sought. Quotes have been received and advice is long lead time up to 6 months. To be reviewed and supplier selected. Quotes received and supplier selected.
Closed: 27042022 CC22 / 20212022	13.1 Tender Evaluation of Green Waste WINT/2022/02765 <i>CC22/20212022 RESOLVED on the Motion of Councillors Hicks and Schaefer that Council AWARD Tender No. W22/54 Bushfire Generated Waste Clean-Up and Processing to OK Earthmoving for the lump sum of \$804,000 GST exclusive.</i>	DID via WM-WW	30112022	As per resolution	Works to be completed by September 2022. EPA granted an extension until 31 December 2022. Aiming to finish by 30 November 2022

Ordinary – 25 May 2022

200/20212022	6.3 BCRRF Bushfire Communities Recovery & Resilience Fund Phase 2 Stream 1 – Return of Funds WO/2022/01433 that Council REVOKE the resolution from February 2022 Ordinary Meeting of Council to redistribute \$15,441.99 towards Community Led Grants Program FURTHER THAT Council	DCT & MCF	??	As per resolution organise the return of unspent portion of the funding to the funding body.	Funding body has asked us to reconsider returning the unspent funds. Time extension has been granted to 30 June 2023.
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Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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	approve the return of the unspent portion of the Bushfire Community Recovery and Resilience Fund to the funding body.				Funding will be returned as per Council's resolution. Final acquittal has been submitted – waiting for funding body to send final invoice.
201/20212022	<p>6.4 Capital Advisory Committee Recommendations 12052022 WO/2022/01413</p> <p>that under Section 13.1 of the Walcha Council Code of Meeting Practice Council ADOPT the following items in bulk:</p> <ul style="list-style-type: none"> <p>■ 6.4.1 Walcha Skate Park Upgrade and Fenwicke Oval Fencing</p> <p>That Council APPROVE the demolition of existing fencing, installation of new steel fencing and installation of a concrete mowing strip for the Fenwicke Oval Fencing Upgrade up to the value of \$206,000 subject to the Grant Funding Variation being approved.</p> <p>■ 6.4.3 Walcha Motorcycle Rally</p> <p>That the annual Motorcycle Rally Budget be tabled at the December Council Meeting each year for Council approval and that the Motorcycle Rally Fees & Charges be ADOPTED by Council and added to Council's Fees & Charges for the following year.</p> 	<p>DID</p> <p>DCT</p>	<p>30102022</p> <p>21122022</p>	<p>As per resolution</p> <p>As per resolution</p>	<p>Fencing contractor engaged. Works scheduled for October 2022.</p>

Ordinary – 29 June 2022

219/20212022	6.4 Audit Risk & Improvement Committee Future WO/2022/01752	GM	30072022	As per resolution	Discussions have commenced with Uralla Shire Council
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Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
	that Council DELEGATE to the General Manager: 1. To EXPLORE shared service opportunities of Audit Risk & Improvement Committee arrangements with Uralla Shire Council; and 2. SEEK applications of Audit Risk & Improvement Committee chair (either in conjunction with Uralla Shire Council or alone).				Confirmed 13102022
226/20212022	3.2 Relocation of "The Mother" Sculpture that Council APPROVE relocating the sculpture "The Mother" to the Southern End of Middle Street (near to Nivisons Look Out).	DID	15072022	Schedule the relocation of sculpture as per resolution.	Following Arts Advisory Committee meeting in August, Council awaiting advice from Stephen King and James Rogers to proceed.

Ordinary – 27 July 2022

02/20222023	5. MAYORAL MINUTE that Council: 1. writes to the local State Member the Hon Kevin Anderson MP, the Treasurer the Hon Matt Kean MP, Minister for Emergency Services and Resilience the Hon Stephanie Cook MP and the Minister for Local Government the Hon Wendy Tuckerman MP: a. Expressing Council's objection to the NSW Government's determination on ownership of Rural Fire Service (RFS) assets; b. Advising of the impact of the Government's position on Council finances of this accounting treatment;	GM / EA / Mayor	05082022	As per resolution ensure all letters are sent etc.	Letters/emails will be sent by end of August 2022 Posts on social media platforms and website will be scheduled Email/Letter to RFS & LGNSW as per resolution.
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Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
	<ul style="list-style-type: none"> c. calling on the NSW Government to take immediate action to permanently clear up inequities and inconsistencies around the accounting treatment of RFS assets by acknowledging that rural firefighting equipment is vested in, under the control of and the property of the Rural Fire Service; and d. amending S119 of the Rural Fires Act 1997 so that the effect is to make it clear that Rural Fire Service Assets are not the property of Councils. <p>2. Writes to the Shadow Treasurer Daniel Mookhey MLC, the Shadow Minister for Emergency Services Jihad Dib MP, the Shadow Minister for Local Government Greg Warren MP, the Greens Spokesperson for Local Government Jamie Parker MP and the leaders of the Shooters, Fishers and Farmers, Animal Justice and One Nation parties Robert Borsak MLC, Emma Hurst MLC and Mark Latham MLC:</p> <ul style="list-style-type: none"> a. Advising Members of Walcha Council's position, including providing copies of correspondence to NSW Government Ministers; and b. seeking Members' commitments to support NSW Councils' call to amend the Rural Fires Act 1997 as set out in correspondence. <p>3. Promotes these messages via its digital and social media channels and via its networks.</p>				

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
	<p>4. Reaffirms its complete support of and commitment to local Rural Fire Service (RFS) brigades noting that Walcha Council's action is entirely directed towards the NSW Governments nonsensical position that rather than being owned and controlled by local brigades, RFS assets are somehow controlled by councils, which councils consider to be a cynical financial sleight of hand abdicating the NSW Government's responsibilities at the cost of local communities.</p> <p>5. Affirms its support to Local Government NSW (LGNSW) that requests LGNSW continue advocating on Council's behalf to get clarification finally from the State Government about the accounting treatment of RFS assets.</p> <p>6. Until such time as clarity from the State Government in relation to the accounting treatment of RFS assets is resolved Walcha Council will not have a qualified financial report and consequently recognise the RFS assets.</p>				
04/20222023	<p>6.1 Alcohol Free Zone Walcha Proposal and Alcohol Prohibited Area McHattan Park Proposal WO/2022/02045</p> <p>that Council:</p> <p>1. In accordance with the provisions of Sections 632A and 644A of the Local Government Act 1993:</p>	DED DID		<p>As per resolution</p> <p>Clr Kermode requested follow up to from Sergeant report to Council annually on monitoring</p>	<p>Notice published in Apsley Advocate Wednesday 10 August 2022.</p> <p>Proposals placed on Council's website 5 August 2022.</p>

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
	<p>a. publish a notice of the proposals in a newspaper circulating in the area inviting submissions within 30 days.</p> <p>b. Send a copy of the proposals to:</p> <p>(i) the Police Local Area Commander,</p> <p>(ii) the officer in charge of the closest police station, and</p> <p>(iii) liquor licensees and secretaries of registered clubs whose premises border, adjoin or are adjacent to the proposed locations,</p> <p>Inviting submissions within 30 days.</p> <p>2. Request a further report to be submitted at the completion of the consultation period detailing any submissions received during consultation for Council's consideration.</p>			the benefits of AFZ for future reference and aiding decision making when these Zones expire. – Diary card for Lacey's role annually?	<p>Copy of Proposals sent to relevant Stakeholders as per 1.b. on Friday 5 August 2022.</p> <p>Consultation period ends Friday 9 September 2022, report to be prepared and presented to Council October 2022 Ordinary Meeting.</p>
08/20222023	<p>7. NOTICES OF MOTION</p> <p>7.1 Report on Vegetation Regrowth on Roadside Verges WO/2022/02064</p> <p>that Council seek funding to control vegetation regrowth on roadside verges to maintain an existing but degrading fire hazard control measure.</p>	DI DID	30112022	Seek funding sources See item 12 - QoN	Ongoing. Update provided to November Council Meeting.
14/20222023	<p>10.1 Minutes of the Walcha Council Beautification Advisory Committee Meeting held on Tuesday 21 June 2022 in the Council Chambers, Hamilton Street, Walcha. WINT/2022/04284</p> <p>Crocodile Bridge</p> <p>that the garden beds at the Crocodile Bridge be extended along both sides of the bridge blocking</p>	DI DID	31012023	Schedule work and ensure it comes within budget	

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
	pedestrian access to the bridge and that the footpath be partially removed to accommodate the garden beds FURTHER THAT further works, ie: removal of remainder of the footpath and installation of signage may be considered should there be funding remaining.				
15/20222023	2.1 Placement of Hardwood Bench – McHattan Park that after consultation with the Country Womens Association the new hardwood bench seat for McHattan Park be installed within the existing BBQ shelter.	DI DID	06092022	As per resolution	Completed.
16/20222023	Captain Cook Park – Skatepark Upgrade Works that several problematic Willow Trees with invasive roots, dropped leaves and branches be removed from Captain Cook Park as part of the Walcha Skatepark Upgrade works.	DI DID	28102022	As per resolution.	Tree removal underway.

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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Ordinary – 31 August 2022

22/20222023	<p>6.1 Development Application 10.2021.36 – Alterations and additions to a Supermarket WO/2022/02541</p> <p>that Council approve Development Application 10.2021.36 for the alterations and additions to a supermarket on Lot 1 DP 996429 known as 16W-26W Fitzroy Street, Walcha subject to the following conditions: Conditions listed on Audio.</p>	DID / Contract Planner	05092022	Advise applicant	D22/605 – DA Notice of Determination - 01092022 D22/606 – Determination Advice to Submitter - 01092022
23/20222023	<p>6.2 Development Application 10.2022.25 – 15N Towers Street – Carport WO/2022/02515</p> <p>that Council approve Development Application 10.2022.25 for the construction of an attached carport in front of the dwelling on Lot 12 DP 853654 known as 15N Towers Street, Walcha, as per the development conditions listed within the Development Assessment Report.</p>	DID / Contract Planner	05092022	Advise applicant	D22/549 – DA Notice of Determination - 01092022
24/20222023	<p>6.3 Draft Social Media Policy WO/2022/02505</p> <p>that Council:</p> <ol style="list-style-type: none"> PUBLICLY exhibit for a period of 28 days the Draft Social Media Policy; ADOPT the Draft Social Media Policy as presented, should no submissions be received as a result of the public exhibition. 	EA	30092022	Advertise Policy – website and Advocate for 28 days – ends 30092022 Adopt if no submissions – if submissions back to Council in October.	Advertisement: WO/22/2580 Advocate: 07 & 21092022 On website 01092022 Submissions Close: 30092022
26/20222023	<p>6.5 Draft Community Grants & Donations Policy WO/2022/02503</p> <p>that Council:</p>	EA	05092022	Advertise Community Grants & Donations Policy for 28 days – website & Advocate – 30092022	Advertisement: WO/22/2580 Advocate: 07 & 21092022 On website 01092022

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
	<ol style="list-style-type: none"> REVOKE the following policies: <ul style="list-style-type: none"> Donations Policy; Learn to Swim Program Assistance Policy; Homeowners – First Home Owners – Concrete Discounts Policy; Christmas Decorations Incentive Grant Program Policy; PUBLICLY exhibit for a period of 28 days the Draft Community Grants & Donations Policy; ADOPT the Draft Community Grants and Donations Policy as presented should no submissions be received as a result of the public exhibition. 			No submissions – Adopt Submissions – October Meeting REVOKE Policies as listed	Submissions Close: 30092022
27/20222023	<p>6.7 Disability Action Plan DIAP WO/2022/02506 that Council ADOPT the 2022 Disability Inclusion Action Plan as presented.</p>	EA	02092022	Replace older version on website with new adopted DIAP	Updated on website 05102022 – only received DIAP on 30092022
28/20222023	<p>6.8 Financial Statements to Audit WINT/2022/05429 that Council:</p> <ol style="list-style-type: none"> REFER the 2021-2022 Financial Reports to Audit; and ENDORSE the Statements in accordance with Section 413(2) (c) of the Local Government Act 1993 to be completed and signed by the appropriate signatories. 	MCF		As per resolution	
29/20222023	<p>6.9 Appoint Additional Representative to Beautification Advisory Committee WO/2022/02532 that Council:</p>	DID		As per resolution	Letters to new Beautification Member – Col King – CM9 Ref:: WO/22/??? Update ToR

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
	<ol style="list-style-type: none"> AMEND the Terms of Reference for the Beautification Advisory Committee to allow eight (8) community representatives: Formally INVITE Fay Collingwood King to become a member of the Beautification Advisory Committee. 				Completed
35/20222023	<p>10.3 Minutes of the Walcha Council Capital Advisory Committee Meeting held in the Council Chambers on Thursday 11 August 2022. WINT/2022/04802</p> <p>4.2.6 Thunderbolts Way Corridor Strategy Update</p> <p>that Council APPROVE the revised and reduced project scope and budget for the Derby Street Rehabilitation as per the tabled report, with a new total project budget of \$2,496,428.</p>	DID		As per resolution	Completed – however Council has since received additional Federal funding for Derby St so previous adopted budget is no longer applicable.
<p>Closed: 31082022 CC05/ 20222023</p>	<p>13.2 Expression of Interest for Panel of Conduct Reviewers WINT/2022/05381</p> <p>that Council:</p> <ol style="list-style-type: none"> APPOINT the Panel of Conduct Reviewers for a period of 4 years as set out in the report by the evaluation panel conducted by Uralla Shire Council and listed below: <ol style="list-style-type: none"> Australian Workplace Training & Investigation Centium LegalMinds Murdock Lawyers O'Connor Marsden & Associates Pendlebury Workplace Law Procure 	MCF		As per resolution	

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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	<ul style="list-style-type: none"> h) Sincolutions i) RSM j) Weir 				
CC06/ 20222023	<p>13.3 RFT-W22-106 – Design and Construction of Lions Park Play Space WINT/2022/05345</p> <p><i>That Council AWARD Tender No. W22-106 Design and Construction of the Lions Park Play Space to Moduplay Group Pty Ltd for the lump sum of \$299,870 GST exclusive</i></p>	DID	30032023	Notify Tenderer and start project	Works underway.
CC07/ 20222023	<p>13.4 WAL-2021-032 – Tender Report for Design and Construction of Three Bridges WINT/2022/0</p> <p><i>that Council AWARD Tender No. WAL-2021-032 Design and Construction of Three Bridges to Fulton Hogan Pty Ltd for \$1,549,562.30 GST exclusive.</i></p>	DID	30062023	Notify Tenderer and start projects	Works underway.

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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ExtraOrdinary – 21 September 2022

42/20222023	<p>3.1 Stronger Country Communities Fund Round 5 – Council Projects WO/2022/02766</p> <p>Motion: It was MOVED Clr Hicks Seconded Clr Reilly that Council APPROVE an application for additional funding under Stronger Country Communities Fund (Round 5) for the John Oxley Sport Ground Amenity Upgrade and Sewer Extension Project of \$610,541 AND Stage 2 of the Walcha Skate Park Project of \$250,000 for a total amount of \$860,541.</p> <p>Amendment: An Amendment was MOVED Clr Kermode Seconded Clr Ferrier that Council APPROVE an application for additional funding under <i>Stronger Country Communities Fund (Round 5)</i> for the John Oxley Sport Ground Amenity Upgrade Stage 2 of \$760,541 AND the Walcha Skate Park Project Stage 2 of \$100,000 for a total amount of \$860,541.</p> <p>42 On being put to the VOTE the Amendment was CARRIED.</p>	DID / DCT		Submit Application to SCCF R5 as per resolution	Funding application has been submitted on 23/9/2022 CM9 WI/22/12517 Completed.
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Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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Ordinary – 28 September 2022

43/20222023	<p><u>2. CONFIRMATION OF THE ORDINARY MEETING MINUTES HELD ON WEDNESDAY 31 AUGUST 2022:</u></p> <p>that the Minutes of the Ordinary Meeting held on Wednesday 31 August 2022, copies of which have been distributed to all members, be taken as read and confirmed a TRUE record.</p>	EA		Ensure resolutions are placed in register and placed on website	
44/20222023	<p><u>CONFIRMATION OF THE EXTRAORDINARY MEETING MINUTES HELD ON WEDNESDAY 21 SEPTEMBER 2022:</u></p> <p>that the Minutes of the ExtraOrdinary Meeting held on Wednesday 21 September 2022, copies of which have been distributed to all members, be taken as read and confirmed a TRUE record.</p>	EA		Ensure resolutions are placed in register and placed on website	
46/20222023	<p>6.1 Regional Meetings – Annual Meetings with Residents – Proposed Schedule for 2022 WO/2022/02758</p> <p>that Council APPROVE the Regional Meetings Schedule for 2022 as follows:</p> <p>Monday 10 October 2022 11:30am Moona/Winterbourne – Europambela Shearers’ Quarters 2:30pm Ingleba Hall</p> <p>Wednesday 12 October 2022 09:00am Yarrowitch Hall 11:30am Brackendale – “Brockley Park” Woolshed</p>	GM / EA		Book venues Advertise venues and times Send Meeting Invites for both days to Councillors & Executive Staff Organise Agenda / Running Sheet Organise Bus for Wednesday	All venues booked Meeting invites sent to Clrs & Staff Successful Community interaction, specifically related to Financial Sustainability Review, yet taking into consideration regional priorities such as roads. COMPLETED: 12102022

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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	02:30pm Nowendoc Hall 06:00pm Woolbrook Sport & Recreational Ground				
47/20222023	<p>6.2 Financial Sustainability Review WO/2022/02807</p> <p>that Council:</p> <ol style="list-style-type: none"> 1. NOTE the comprehensive reports arising from the Financial Sustainability Review (FSR); 2. UNDERTAKE a Community dialogue on the meaning and implications arising from the FSR, including community meetings as follows: <ol style="list-style-type: none"> a Europambela: Monday 10 October 2022 at 11:30am; b Ingleba Hall: Monday 10 October 2022 at 02:30pm; c Yarrowitch Hall: Wednesday 12 October 2022 at 9:00am; d Brockley Park Woolshed: Wednesday 12 October 2022 at 11:30am; e Nowendoc Hall: Wednesday 12 October 2022 at 2:30pm; f Woolbrook: Wednesday 12 October at 6:00pm; g Street Stall Booth: Monday 17 October & Tuesday 18 October from 10:00am to 2:00pm; h Walcha Bowling Club: Wednesday 19 October at 4:00pm. 	<p>EA GM MCF</p>		<p>Book venues Advertise Meetings times and dates</p> <p>Presentations ready for Meetings / Running Sheet</p>	<p>Venues all booked – EA 05102022</p> <p>Advertisement: FB: 07102022; 09102022; 11102022; 17102022 (around 9am); 17102022 – 7pm; 18102022 – 9am and 18102022 – 7pm for Wednesday’s meeting Website: 06102022 Advocate for item g, & h :12 October 2022 – CM9 Ref: WO/22/2926</p> <p>ALL Community Sessions completed with an overall successful interaction.</p>

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
	3. Taking into consideration community feedback, APPLY to IPART for a Special Rate Variation with effect 2023-2024 Budget.			Apply to IPART for SRV	
48/20222023	6.3 Review of Delegated Authorities WO/2022/02732 that Council, in accordance with Section 380 of the <i>Local Government Act, 1993</i> , REAFFIRM its delegations.	GM EA	19102022	Ensure Delegated Authorities are endorsed with resolution showing they have been reaffirmed.	Mayor & Deputy Mayor delegations reaffirmed - 21102022 Delegations will be completed prior to December 2022.
49/20222023	6.4 Pecuniary Interest Annual Returns for Designated Staff & Councillors WO/2022/02731 that Council formally records that the Ordinary Returns of Pecuniary Interest required to be submitted by Councillors, the General Manager and Designated Staff, for the period of 01 July 2021 to 30 June 2022 have been submitted as required and have been tabled in accordance with the provisions of Section 4.21 and Section 4.25 of the Walcha Council Model Code of Conduct 2020.	GM EA	19102022	Noted and therefore no further action.	Noted. All Pecuniary Interest Returns are filed in the folder in the strongroom and area also scanned into CM9 COMPLETED: 28092022
56/20222023	10.1 Minutes of the Walcha Council Beautification Advisory Committee Meeting held on Wednesday 07 September 2022. WO/2022/02801 3.6 Crocodile Bridge that Council APPROVE the installation of a seat at the end of the path leading to the Crocodile Bridge pending suitable funding source as part of the works to extend the current garden beds and if within the approved budget.	DID	TBA	As per resolution	

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
57/20222023	<p>10.3 Minutes of the Walcha Council Capital Advisory Committee Meeting held on Friday 16 September 2022. WO/2022/02796</p> <p>4.2.3 Fixing Country Roads – Round 4</p> <p>That Council APPROVE an application for funding under Fixing Country Roads Round 4 for Old Crockford Rehabilitation (~\$1,000,000) and Lakes Road Intersection (~\$400,000).</p>	DID	14102022	As per resolution	Application submitted 14102022
Item 12	<p>Questions on Notice:</p> <p>The Mayor requested a fully up to date budget of the Motorcycle Rally event be tabled at the next Council Meeting, that being 26 October 2022.</p>	DCT	19102022	Prepare a report for Questions on Notice with request within the report.	Prepared and included in October Council Meeting.
<p>Closed: CC09 / 20222023</p>	<p>13.1 Award Tender – RFT-W22/109 – Walcha Swimming Pool Refurbishment Design WINT/2022/05849</p> <p>that Council:</p> <ol style="list-style-type: none"> ADOPT the Tender for RFT-W22/109 from Built Environment Collective Pty Ltd for \$137,500; and ADOPT the total budget allocation for this project nominated in Table 3 of this report, inclusive of all project management and contingency. 	DID	12102022	As per resolution	Awarded, design works underway.



9.2 INFRASTRUCTURE:

Ref: WO/2022/03025

Responsible Executive: Director Infrastructure & 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 Infrastructure Management Review Report be **NOTED** by Council.

To improve project reporting, the reporting on all initiated and budgeted capital projects within the Infrastructure portfolio has been consolidated into one attachment.

The coloured boxes indicate the health of a project with separate indicators for budget and schedule. Where status is green, commentary may not be required. However, the responsible officer will provide a comment against any indicator that is amber or red to explain how this issue is being addressed.

Indicator Colour	Project Status
	On Track – Project will meet the target deadline and/or is expected to stay within budget.
	At Risk – Project may not meet the target deadline and/or is expected to exceed allocated budget. Closer monitoring or preventative action is required.
	Off Track – Project will not meet adopted targets for delivery and/or budget, action is required.
C	Completed – Project completed with no further work required

Capital Works Delivery Update - October 2022

Project	Summary Scope/deliverables	Project Value	Original Target Completion Date	Estimated Completed Date	Cost to date	Budget Status	Budget Status	Schedule Status	Schedule Status	Activities for Next Three Months
LOCAL ROADS										
Glen Morrison Road Rehab	Rehabilitate and widen existing sealed road to ease curve - Fixing Local Roads R1	\$ 299,000		Dec-22	\$ 18,066				Works programmed for prior to Christmas following the Heavy Patching Program - however window will be tight depending on maintenance backlog.	Construction work to begin prior to Christmas.
Middle Street Rehab	Fixing Local Roads R2 - minus kerb and gutter	\$ 395,000	Nov-21	Jun-23	\$ 14,141				The Department have provided extensions for all rounds of the Fixing Local Roads program. Middle Street and Walsh Street will be pushed to the end of 22/23 FY.	Tender for kerb and gutter replacement/renewal being prepared currently.
Walsh Street Rehab	Fixing Local Roads R2 - minus kerb and gutter	\$ 232,750	Jan-22	Jun-23	\$ 13,830					
Aberaldie Road Rehab	Rehabilitation of Segment 30 - Fixing Local Roads R3	\$ 703,384	Oct-22	Dec-23	\$ -				The Department have provided extensions for all rounds of the Fixing Local Roads program. Aberaldie Road Rehab and Forest Way will be pushed to end of 2023.	Conduct pavement investigations, finalise scope and conduct in-house survey & design
Forest Way Phase 2	3.6km of sealing, culvert and drainage works on Forest Way - Fixing Local Roads R3	\$ 841,407	Oct-22	Dec-23	\$ -					Conduct pavement investigations, finalise scope and organise construction.
Walcha Aerodrome	Seal existing access, elec supply improvements, regravell existing runway	\$ 1,610,000	Oct-22	Oct-23	\$ -		Current deed requires large outlay for works paid upon completion - need to request additional milestones to minimise financial risk to Council.		Variation request to be submitted in order to complete project in 23/24 FY. Funding program deadline is March 24.	Submit variation requests. Intention to deliver electrical works first, with access road delivered in 2023
Kerb and Gutter Tender	Several identified areas of kerb and gutter replacement to be packaged together in a single tender. Incl. Middle Street, Walsh Street, North Street.	\$ 795,250	Mar-22	Apr-22	\$ -		Works are grant funded from various sources - FLR2, LRC13. No previously unfunded works - i.e. not additional to 2022/23 budget.		Schedule will be tight to complete this FY.	Tender currently being prepared.
BRIDGES										
Army Bridge		\$ 2,050,850		Dec-23	\$ 143,144		The three bridges to go out to open D&C tender as Coastal works are no longer able to complete the works. It is anticipated that current budget may be inadequate and a variation will be required.		TfNSW have extended this program by an additional year. Variations on price need to be approved.	Tender to go out October 2022.
Winterbourne Bridge		\$ 643,104		Dec-23	\$ 49,292					
Mooraback Bridge		\$ 526,680		Dec-23	\$ 40,836					
Tia Diggings Bridge 1		\$ 580,000		Jun-23	\$ 22,994		Awarded tender on budget, but with no contingency.		Fulton Hogan have completed 80% Detail Design.	Fulton Hogan awarded contract for bridge design and construction. Design process underway, onsite works to commence end of year.
Tia Diggings Bridge 2		\$ 553,000		Jun-23	\$ 21,126					
Niangala Bridge		\$ 655,000		Jun-23	\$ 36,393					
STATE ROADS										
Oxley Highway - 2022/2023 Routine Maintenance	Annual routine maintenance	\$ 585,000		Jun-23	\$ 106,464					Routine road maintenance works continuing. Minor pavement patch scoping in progress. Undertaking Pothole patching, inspections, guideposts, etc.
Oxley Highway - Heavy Patching	Annual heavy patching works	TBD		Jun-23	\$ 2,000				Heavy Patching scoping is in progress.	Heavy patching program to be completed by Dec 22.
REGIONAL ROADS										

Capital Works Delivery Update - October 2022

Project	Summary Scope/deliverables	Project Value	Original Target Completion Date	Estimated Completed Date	Cost to date	Budget Status	Budget Status	Schedule Status	Schedule Status	Activities for Next Three Months
Rehabilitation of Walcha Township Approaches - Derby Street - (Segments 4710 and 4720)	Rehabilitation, drainage, service replacement, kerb and gutter, parking, sealing	\$ 6,960,000	Jun-22	Jun-24	\$ 394,738		Council has received an additional \$4,560,000 for this project via the Heavy Vehicle Safety and Productivity Program. There is \$2.4M remaining Corridor Strategy funds.		Variation request will be submitted in order to deliver the project next financial year - additional funds received will make meeting June 2023 deadline prohibitively difficult.	Council will need to increase the scope of this project following funding announcement, and apply for a time variation in order to have more time to design the additional elements.
Project 5.4 Rehabilitation of Segment 4570 at Lake Road intersection	Rehabilitation; widening of pavement to 8m seal width	\$ 648,000		May-23	\$ 509,506					
Project 5.3 Rehabilitation of Segment 4560 near Lake Road	Rehabilitation; widening of pavement to 8m seal width;	\$ 648,000	Jun-22	May-23	\$ 726,519		Projects completed on time. Balance of expenditure for 5.3 and 5.4 is within budget.	Completed		Linemarking planned for the 7th of November
WATER, SEWER & WASTE										
Walcha Wastewater Treatment Plant Upgrade		\$ 1,800,000		Sep-22	\$ 1,716,831				1. Identify outstanding scope items with DPE. 2. Plan delivery of outstanding items and report back with updated completion date.	Site visit from PWA to carry out an audit - questioned some scope items that Council currently clarifying. Still trying to agree on remaining scope items with PAW & DPI.
Walcha Off Creek Storage		\$ 11,000,000	Dec-22	Jun-23	\$ 1,470,820		First 3 Milestone payments (\$6.5M) received. Project tracking under budget with plenty of cash in advance of invoices.		Package 1 Embankment Construction underway, concrete pours completed. SOD turning event completed successfully. Pump station design behind schedule.	1. Embankment & Spillway construction on target 2. Design Works Stage 2 - Behind program & details of scope/budget being discussed with HH2O
Walcha Waste Strategy 2025				Apr-23					1. Develop additional detailed costing for bin lift rates. 2. Develop CBA for hook bin options 3. Develop plan for additional kerbside collection areas and costs for inclusion 4. Report back next month with revised plan.	1. Present to Councillors at Nov briefing workshop 2. Present final draft Waste Strategy Apr 23 with view of full roll out July 23
Water Meter Replacement		\$ 350,000		Jun-23	\$ -		Grant application submitted 10/02/22 for funding to replace current meter fleet with SMART meters. Co-funding may be required should we only get 50%.			Awaiting results of funding application.
Sewer Smoke Testing		\$ 75,000		Jun-23	\$ -		Grant application submitted 10/02/22 for funding to carry out I&I (smoke testing) and manhole inspection program. Co funding may be required should we only get 50%		EPL Variation for to licence approved, effectively giving Council until June 2023 to complete testing.	Nil. Awaiting result of funding application.
COMMUNITY PROJECTS										
Levee Bank Walk Lighting	Installation of solar lighting along both sides of Apsley River Levee Bank, from Blue Hogan to Middle Street	\$ 279,911	Jun-22	Oct-22	\$ 261,816		No further costs to be invoiced. Project within budget.		Some minor defect rectification remaining with four identified lights not working. Awaiting engineer report on SureFoot footings.	All works should be completed end of October.
Walcha Sporting Amenity Upgrades - Walcha Pool	Upgrade of amenities at John Oxley Oval and Walcha Pool	\$ 566,087		Oct-23	\$ -		No costs to date		Design consultants attended first site visit last week to begin design process.	Tender for design awarded to Built Environment Collective Pty Ltd. Tender for construction to go out Jan 2022.

Capital Works Delivery Update - October 2022

Project	Summary Scope/deliverables	Project Value	Original Target Completion Date	Estimated Completed Date	Cost to date	Budget Status	Budget Status	Schedule Status	Schedule Status	Activities for Next Three Months
Walcha Sporting Amenity Upgrades - John Oxley Oval	Upgrade of amenities at John Oxley Oval and Walcha Pool	\$ 130,420		Mar-23	\$ -		No costs to date		No works to date	Scope of works and delivery strategy are being developed by the project team.
Walcha Swimming Pool Refurbishment	Further upgrade of Walcha Swimming Pool via BLER Grant	\$ 1,100,000	Oct-22	Oct-23	\$ 181,543		There is not enough money to complete all works identified in condition report, so works will need to be prioritised		Design consultants attended first site visit last week to begin design process.	Tender for design awarded to Built Environment Collective Pty Ltd. Tender for construction to go out Jan 2022.
Renew Walcha Skate Park	New skate park facilities, new fence for John Oxley Oval, CCTV	\$ 966,964		Jun-23	\$ 275,838		Additional \$100K applied for via Stronger Country Communities Round 5.		Council have reached agreement with Convic regarding concept design, project moving into Detailed Design stage. Fencing delayed one week due to flooding.	Final concept has been resolved by the Project Team and Detailed Design works to proceed. Trees being removed from Captain Cook Park. Fencing installed next week.
Upgrade Walcha Lions Park	New park facilities at Lions Park	\$ 410,554		Feb-22	\$ 6,857		Tender within project budget.		Equipment and materials being fabricated.	Construction to begin on site before end of the year, however will not be completed before school holidays.
Walcha Gym CCTV & Equipment	Installation of CCTV at Walcha GYM and purchase of additional equipment	\$ 95,000		Jun-22	\$ 94,000				CCTV for gym has been bought, but delays on CCTV delivery from supplier.	CCTV infrastructure (base station) to be installed as part of Walcha Skate Park Project.



Progress Report (September 2022)

Progress Summary

Ongoing project administration, including submission of this progress report and associated progress claim / invoices. Ongoing involvement from Council, Hunter H2O, Entura to review technical RFIs and detailed construction methodologies. Release of a number of key Hold Points and proactive management of quality to ensure the requirements of the design and Specifications are met.

Council personnel continue to assist with site surveillance and procurement of Principal Supplied Items, with assistance from the Project Management Team (PMT) – Hunter H2O design team consulted to prepare Bill of Quantities where needed.

Construction water connections procured and installed by Council personnel, for use by the Package 1 Contractor.

Package 1 works significantly progressed, with embankment foundation preparation, excavation and stockpiling all well underway. Concrete encasement of the outlet conduit and seepage pipe completed, with the concrete cutoff wall (critical component of the embankment foundation) well underway.

Stage 1 design development outputs finalised (pending submission) and revised proposal for Stage 2 further design development submitted for Council approval.

Project Risks

Existing and newly identified key project risks being actively managed – please see attached for update Risk and Opportunity Register, with updated cells highlighted.

Environmental impacts associated with management of erosion and sediment on site and timing impacts related to completion of the Stage 2 design development (pending Council approval of the revised proposal) are the key project risks which are in focus for the next month.

Budget / Cashflow

Please see attached for the updated Project Cashflow, as well as newly included Project Financial Control Sheet. Realised expenditure continues to track within the forecast monthly budget, with further savings achieved.

The remaining project contingency budget has decreased slightly to \$1,731,020.94 (from \$1,735,568.45 in the last progress report), despite a ~\$48k spend from the contingency this month (Council indirect costs).

Note Project Management spend has begun to taper off, leaving sufficient budget for procurement and management of future packages.

Hunter H2O's progress claim and invoicing to be submitted shortly.

Safety

All current works on site are under the Package 1 WHS / Enviro PMP for safety. Near miss identified by Package 1 Contractor relating to failure of the PE pipeline used to supply construction water – additional controls put in place to prevent future issues.

Ongoing site surveillance (by Council / Hunter H2O) and periodic audits (by the Package 1 Contractor) undertaken to ensure identified hazards are being communicated within the project team and adequately mitigated.

Environment / Community Relations

All current works on site are under the Package 1 WHS / Enviro PMP for environmental. Exceedance of established water quality discharge parameters flagged by the Package 1 Contractor and formally reported to Council (as the relevant environmental authority) by the PMT. Ongoing improvement of erosion and sediment controls underway to prevent future impacts.

Ongoing liaison with the private landowner regarding the works by Council, all broader community liaison in accordance with DPE guidance.

Issues Requiring Council Input

Items pending Council input include:

1. Ongoing inputs into site surveillance
2. Procurement of Principal Supplied Items for free issue to Package 1 Contractor
3. Approval of Stage 2 design development proposal.

Time

Please see attached for the updated project program, noting the planned date for Completion remains 06/09/2023.

This program has now been updated to reflect the latest construction program received from the Package 1 Contractor. Coordination of Package 1 Hold Points, confirmation of the timing for completion of the Stage 2 design development and early thinking around procurement of Principal Supplied Items and subsequent works packages are the primary focus areas for time management.

Quality

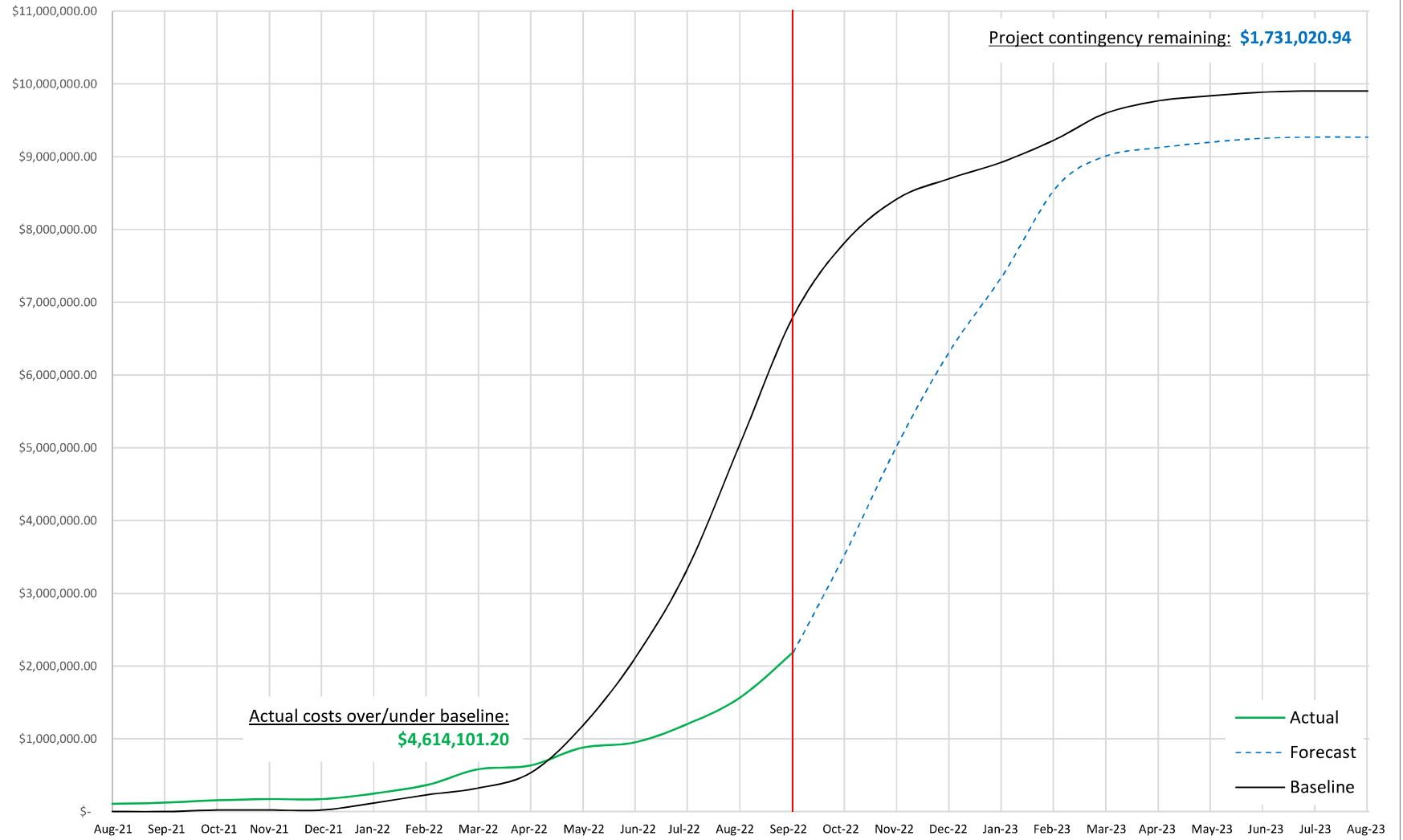
All deliverables are being developed in accordance with Hunter H2O's Quality Management Systems.

All work produced by subconsultants is reviewed to ensure it is up to the high standard of quality expected.

Innovation / Value Added / Other

Ongoing technical inputs provided by the design team (Entura / Hunter H2O), with suggested alternatives assessed and accepted to ensure works are not delayed.

**Walcha Off Creek Storage (OCS1) EPCM
Project Cashflow (September 2022)**



WALCHA OFF CREEK STORAGE 1 (OCS1) EPCM
Project Financial Control Sheet
 September 2022



All values excl. GST

Item	Supplier	Original Budget	Committed			Predicted Final Cost	+ / - Budget	Expenditure				Comments:
			Lump Sum	Schedule of Rates / Upper Fee Limit	Variations			Invoiced to date	% Spent (of Predicted Final Cost)	Current Claim	Remaining in Budget (after current claim)	
Professional Services												
Phase 1 - Project Planning	Hunter H2O	\$ 100,000.00	\$ -	\$ 100,000.00	\$ -	\$ 99,985.50	\$ 14.50	\$ 99,985.50	100%	\$ -	\$ -	Closed
'Accelerated' Phase 2 works (completed during Phase 1)	Hunter H2O	\$ 38,750.00	\$ -	\$ 38,750.00	\$ -	\$ 38,750.00	\$ -	\$ 38,750.00	100%	\$ -	\$ -	Closed
Project Management	Hunter H2O	\$ 417,936.28	\$ -	\$ 417,936.28	\$ -	\$ 417,936.28	\$ -	\$ 221,400.65	53%	\$ 12,564.00	\$ 183,971.63	
Site Investigations (and reporting)	Hunter H2O	\$ 45,615.00	\$ -	\$ 45,615.00	\$ -	\$ 37,919.92	\$ 7,695.08	\$ 37,919.92	100%	\$ -	\$ -	
Site Surveillance	Walcha Council	\$ 347,100.00	\$ -	\$ 347,100.00	\$ -	\$ 290,682.38	\$ 56,417.62	\$ 48,963.50	28%	\$ 5,385.00	\$ 191,239.27	Includes Council personnel
Owner's Engineer, Commissioning and Technical Support	Hunter H2O	\$ 356,801.66	\$ -	\$ 356,801.66	\$ -	\$ 356,801.66	\$ -	\$ 33,340.97		\$ 11,753.64	\$ -	
Package 4 - Design Development (Stage 1)	Hunter H2O	\$ 97,847.00	\$ -	\$ 97,847.00	\$ -	\$ 97,847.00	\$ -	\$ 65,450.08	18%	\$ 27,670.85	\$ 263,680.73	
Package 4 - Design Development (Stage 2)	Hunter H2O	\$ 328,167.00	\$ -	\$ 317,855.00	\$ -	\$ 317,855.00	\$ 10,312.00	\$ 83,343.75	85%	\$ 6,381.00	\$ 8,122.25	
Physical resources (incl. expenses)	Hunter H2O	\$ 118,743.00	\$ -	\$ 118,743.00	\$ -	\$ 69,410.44	\$ 49,332.56	\$ -	0%	\$ -	\$ 317,855.00	Pending Council acceptance of revised Stage 2 proposal
Procurement management (for Package 5)	Hunter H2O	\$ 75,765.00	\$ -	\$ 75,765.00	\$ -	\$ 75,765.00	\$ -	\$ 6,324.73	9%	\$ 793.59	\$ 62,292.12	
Early Works												
Package 2a - Site Clearing	Moss Environmental		\$ -	\$ 8,050.00	\$ 1,380.00			\$ 9,430.00		\$ -		Closed
	Marchant Bros Pty Ltd		\$ 41,500.00	\$ -	\$ 3,080.00			\$ 44,580.00		\$ -		Closed
	Tamworth Regional Council	\$ 300,000.00	\$ -	\$ 1,802.39	\$ -	\$ 255,004.89	\$ 44,995.11	\$ -	99%	\$ 1,802.39	\$ 0.00	Tyre disposal
Package 2b - Construction of Unsealed Access Road	OK Earthmoving Pty Ltd		\$ 99,250.00	\$ -	\$ 15,917.50			\$ 115,167.50		\$ -		Closed
	ETE Services Pty Ltd		\$ 55,850.00	\$ -	\$ 28,175.00			\$ 84,025.00		\$ -		Closed
	Walcha Vet Supplies		\$ 14,567.71	\$ -	\$ 14,567.71			\$ 14,994.93		\$ -		
Package 3 - Permanent Fencing Construction	Dynamic Duo Rural Fencing and Contracting	\$ 50,000.00	\$ -	\$ 20,000.00	\$ -	\$ 40,420.93	\$ 9,579.07	\$ 12,926.00	69%	\$ -	\$ 12,500.00	Phase 1 completed, Phase 2 planned following completion of Package 1
Construction / Delivery												
Package 1 - Embankment and spillway construction	KCE Pty Ltd	\$ 5,300,000.00	\$ 3,540,237.50	\$ 759,762.50	\$ -	\$ 4,300,000.00	\$ 1,000,000.00	\$ 145,090.25	3%	\$ 503,115.96	\$ 3,651,793.79	Progress Claim 2
Package 5 - Principal Supplied Items	Various Suppliers	\$ 850,000.00	\$ 16,717.67	\$ -	\$ -	\$ 850,000.00	\$ -	\$ 3,720.00	0%	\$ 8,262.40	\$ 838,017.60	Site signage
Package 6 - Pipeline, Pit and Civil Construction	TBC	\$ 475,000.00		TBC						TBC		
Package 7 - Mechanical Install	TBC	\$ 475,000.00		TBC						TBC		
Package 8 - Electrical Install	TBC	\$ 450,000.00		TBC						TBC		
Package 9 - Control and Telemetry	Safegroup (preferred)	\$ 75,000.00		TBC						TBC		
Other												
Contingency	-	\$ 1,098,275.06		N/a		N/a	\$ -497,384.54	\$ 497,384.54	45%	\$ 48,215.51	\$ 1,731,020.95	Council direct costs not in original budget, so applied to project Contingency (includes overspend from previous funding) - previous claim amount updated retrospectively
Savings to date	-	\$ 1,178,345.94					\$ 1,178,345.94		N/a			
Totals		\$ 11,000,000					\$ 680,961.40	\$ 1,566,023.07	14%	\$ 625,944.34	\$ 8,808,032.59	



9.3 ENVIRONMENT & DEVELOPMENT:

Ref: WO/2022/03038

Responsible Executive: Director Infrastructure & 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 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.</i> (CSP References 6.1.2, 6.5.1)
Strategic Planning	<i>Land use management through a range of state and local strategies, plans and policies</i> (CSP References 2.1.8, 5.3.1, 5.3.4, 6.1.5, 6.5.2)
Environmental Management	<i>Environmental monitoring, programs and investigations to maintain the health of our natural and built environments.</i> (CSP References 6.1.1, 6.1.3, 6.1.4, 6.4.1)
Regulatory Services	<i>Monitoring of activities, premises and systems to protect public health.</i> (CSP References 3.2.2)
Animal Control	<i>Responsible pet ownership through policy and regulation of keeping of animals.</i> (CSP Reference 7.2.2)
Building & Amenity Maintenance	<i>Building infrastructure asset management of Council facilities to continue services to the community.</i> (CSP References 2.1.7, 3.2.3, 5.2.2, 5.2.3, 5.6.1, 8.1.3, 8.2.3, 8.2.4)



GRANTS SUMMARY

Grant	Description	Funding	Status	Deadline	Comments
NSW P&C (Heritage NSW)	Heritage Advisor	\$6K 2022-23 \$1:\$1	Successful	30/06/2023	On track
OLG	Council Crown Land Management – Plans of Management	\$48,616	Successful	30/06/2023	On track
NSW EPA Council Regional Capacity Building Program	Building capacity in management of contaminated land	\$420K	Successful	Not set at this time	Namoi Unlimited Project
NSW DPE API	API Integration with NSW Planning Portal	\$80K	Successful	31/12/2022	Initial stages – first step to seek quotes

OPERATIONAL OVERVIEW

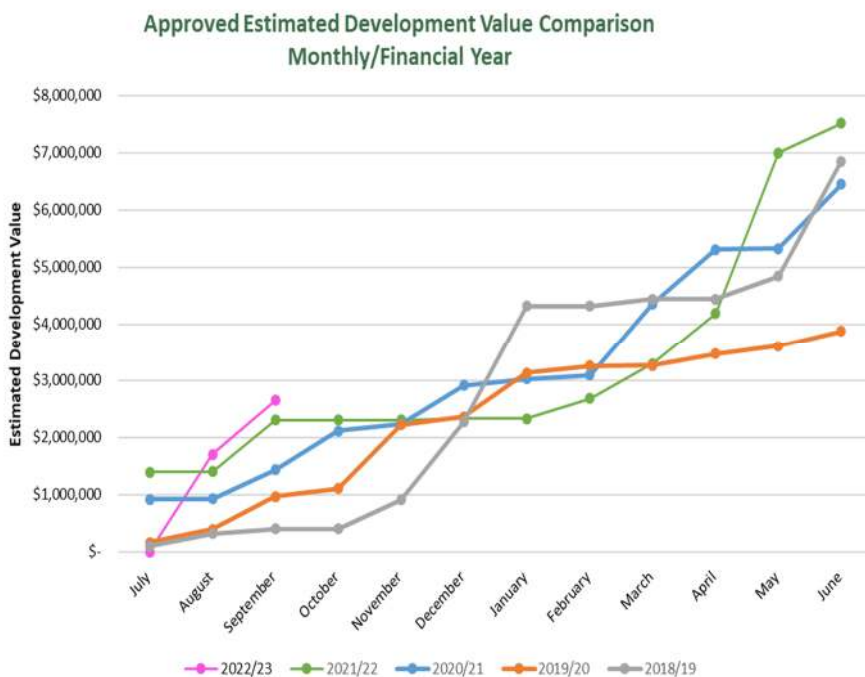
1. Development & Construction

Development Statistics 2022-2023	DAs	CCs	CDCs
Number Determined	12	3	3
Estimated Development Value	\$906,000	\$84,000	\$34,000

For Councillor information, the following graphs show the combined (DA & CDC) approved development value for the LGA trend for the financial years from 2018/2019. The development value includes those applications determined by private certification; but does not include civil works such as roads, bridges and the like. These graphs are only current until 30 September 2022.



Comparison over a 5 year period shows that Council has a higher approved development value as at the end of the first financial year quarter.

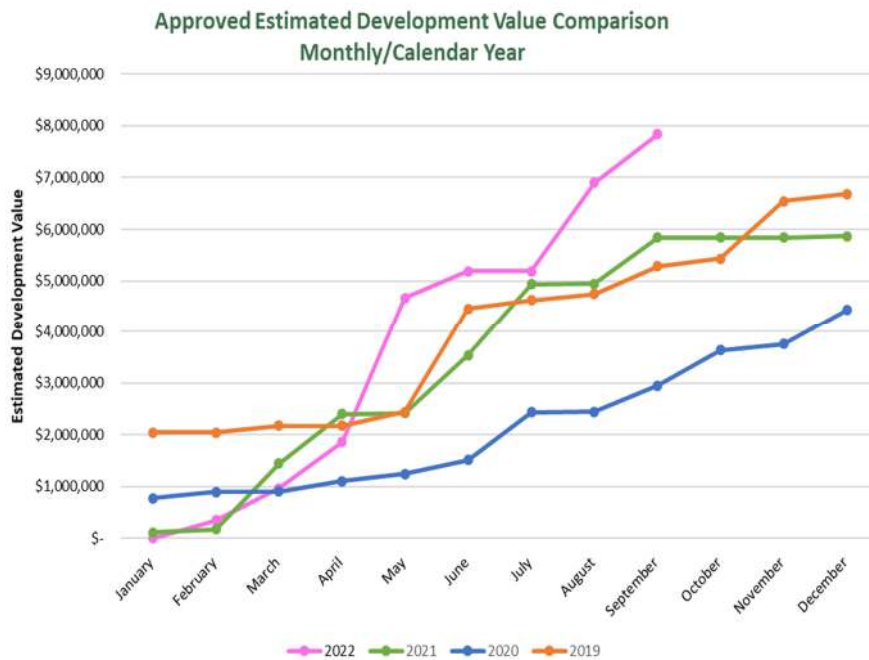




For comparison also presented below are Calendar Years trends between 2018 and 2022.



Comparison over a 5 year period shows that Council already has a significantly higher approved development value for the 2022 year.





1.1 Determinations Issued

August 2022				
Development Application's				
Number	Description	Address	Determination	Assessment Days
10.2022.5.2	Shed – modification	18S Towers Street Walcha	Approved under delegated authority	7
10.2022.29	Agricultural Subdivision	1266 St Leonards Creek Road Walcha	Approved under delegated authority	32
10.2022.24	Dwelling	483 Aberbaldie Road Walcha	Approved under delegated authority	23
Construction Certificate's				
Number	Description	Address	Determination	
Nil				
Complying Development Certificate's				
Number	Description	Address	Determination	
18.2022.7	Garage with Studio	20S Towers Street Walcha	Approved under delegated authority	

Note: Assessment Days is the assessment day count, and does not include referral days (concurrency State Agency assessment period) and the period where additional information has been requested and not provided.

1.2 Development Applications Outstanding

The information that has been previously shown in this section of the report has often been found misrepresented due the information not being accurate as at the time the business report has been released to the public. At times this has caused significant confusion for the applicant and neighbouring property owners. It is intended to modify this report over the next quarter, further addressing this.

1.3 Certificates & Advice

August 2022			
Number Issued	2021-22	2022-23	Current Period
Occupation Certificates	15	6	2
Subdivision Certificates	7	2	1
Planning Certificates	135	21	3
Building Information Certificates	1	-	0
Outstanding Notices Orders Certificates	18	1	0
Bushfire Attack Level Certificates	-	-	-
Dwelling Entitlement Advice	10	1	-



1.4 Compliance Inspections for DAs, CCs and CDCs

As both planning and building certification has now been contracted out. This information could not be collated as per previous reports. The reason being the change in department structure. It is intended to modify this report over the next quarter, further addressing this.

2. Environment & Regulation

2.1 Section 68 Activities

Section 68 Activity Data	2021-22	2022-23	Current Period
Number Issued	27	11	9

2.2 Compliance Inspections for Section 68 Activities

As both planning and building certification has now been contracted out. This information could not be collated as per previous reports. The reason being the change in department structure. It is intended to modify this report over the next quarter, further addressing this.

2.3 Public Health Activities

August 2022			
Compliance Inspections & Reports Issued	2021-22	2022-23	Current Period
On-Site Sewage Management Systems	2	4	3
Food Premises	22	-	-
Private Swimming Pools	-	-	-
Fire Safety Schedules	1	-	-
Skin Penetration Procedure Premises	-	-	-
Advertisements / Advertising Structures (incl. sandwich boards)	1	-	-

3. Animal Control

Companion Animal Registrations 2022-2023								
	Desexed	Non Desexed	Pensioner Desexed	Pound Purchase Desexed	Cat Desexed	Under 6 Months	Working/ Recognised Breeder	Value
Jul	-	1	-	-	-	-	-	\$ 234
Aug	1	1	2	1	-	-	4	\$ 625
Sep	-	-	1	-	-	-	-	\$ 29
Total	1	2	3	1	-	-	4	\$888



Companion Animal Seizures 2022-2023						
	Seized	Surrendered	Released	Rehomed	Euthanised	Stolen/Escaped
Jul	1	-	-	-	-	-
Aug	3	2	3	2	-	-
Sep	2	-	1	1	-	-
Total	6	2	4	3	-	-

Companion Animal Ranger Services 2022-2023				
	Dog attack investigation	Roaming dogs	Roaming cats	Barking dogs
Jul	3	3	2	5
Aug	1	2	1	5
Sep	-	4	3	8
Total	4	9	6	18



9.4 COMMUNITY AND TOURISM

Ref: WO/2022/03004

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.

Current Grants		
WCCC	Transition Funding	Successful - \$18,340.84
Preschool	Community Grants – Increasing ATSI enrolment and engagement	Successful - \$8,000
Youth	Summer Break Holiday Program	Applied
Tourism Development	Regional Growth Fund - \$20,000 for Motorcycle Rally	Successful
	Community Grant \$7,500	Successful
Community Recovery	Greenwaste Grant	Successful - \$804195
	Bushfire Recovery Grants – Additional Time Limit	Successful – program to end 30 November 2022
	Disaster Risk Reduction Fund (Infrastructure team)	Successful - \$244,258.52 over 18 months

Operational Overview	
WCCC	<p>Community care continues to provide social supports, meals on wheels and transport for the elderly and vulnerable people in our community. Its popularity continues to grow with new clients signing up each month.</p> <p>We need to be mindful of our budget as numbers increase, however when the new funding model is introduced in 2024, high client numbers will help to ensure the ongoing success of the program. It may be a bit of a juggle until then.</p>
Preschool	Applications were open for a Preschool Educator – Aboriginal Liaison Officer. Unfortunately we received no applications. With this in mind we will need to recruit one futher permanent part-time employee as we rely heavily on casual educators to maintain the child:staff ratios.
Library	Cassie and her volunteer and casuals continue to do a wonderful job. The library provides a much needed social connection, as well as access to technology that many people do not have in their own homes.



Youth	Spring holiday break was another great success. Cassie always puts on a wonderful program for the local children, and further information can be seen in the library report.
Early Intervention	Early intervention continues to provide much needed therapies and supports to children and adults.
Tourism	Rally planning is well underway with Lisa, Corinne and the Advisory Committee members working hard to make sure the event is a success. A lot of time has been taken up fielding road closure enquiries due to Live Traffic not being accurate. This causes frustration for staff and visitors.
Community Recovery	The CRO funding has been extended to 30 November 2022. This is great news as it will allow Brooke to run her "ladies tradie" day that had to be cancelled earlier in the year. She will also have the time to wind up the CRO program and spend a little bit more of the funding.

Priorities for October

- Community Care future operations and funding review.
- Finalise reporting and funding acquittals
- Finalise staffing arrangements for Christmas close down period

Anticipated issues affecting delivery of identified priorities

I'm not anticipating any issues for October.

Karen Kermode
Director Community & Tourism



1. WALCHA COUNCIL COMMUNITY CARE (WCCC)

September 2022

1.1 Groups

Total Client- 208

The weather warming up has seen people braving to come out again which has been wonderful. We did a mixed group excursion to Black Mountain Nursery, a Community Café in-house for women’s group and took the men’s group up to Inverell to look at the wind farms.

Takeaway Friday’s are regaining popularity and there are many more that are keen to return when we go back to having it in the park.

The new structure of 3 excursions a month are making a big difference and we are getting great feedback on various places that we can go. Upcoming trips include Tingha and Copeton Dam, the engineering museum at Inverell and Timbertown. It has been a long time since we have seen real enthusiasm from the clients as there was a lot of fear and trepidation about leaving town for a long time. They are now ready to return to exploring and we can’t wait to do it with them.

Meals on Wheels is still going strong and our transport program is also going very well. Our biggest concern now is keeping up with demand and ensuring that we maintain a high level of excellence within our service. It is very hard to say no to community members in need and we try not to but we have extended our current resources as far as they will go and may need to set up a waiting list. While we continue to look into this we are also coming up with creative ways to be able to continue to assist as many people as possible.





Women's Group 7/9/22- 16 21/9/22- 15	Wanderer's Group CXL
Men's Group 13/9/22- 8 27/9/22- 9	Joint Excursion 14/9/22- 21
Art Group 28/9/22- 6	Card Group 6/9/22- 3 13/9/22- 6 20/9/22- 5 27/9/22- 3
Takeaway Fridays 2/9/22- 6 9/9/22- 14 16/9/22- 13 23/9/22- 6 30/9/22- cxl	Bingo 3/9/22- 13 17/9/22- 5

1.2 Transport – September 2022

Medical drives –32 trips were delivered during the month, including local trips as well as to Tamworth and Armidale.

Walcha Access bus (every Friday) The bus has not been running due to staffing issues but all clients have still had a drive if required.	Bus to Armidale (every Thursday) 1/9/22- 4 8/9/22- 6 15/9/22- 5 22/9/22- 0 (public holiday) 29/9/22- 6
Bus to Tamworth (monthly) 30/9/22- 2	
Taxi Vouchers – 21 clients used the service with 154 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:

- Hot- 278
- Dessert- 142
- Frozen- 155

1.5 Feedback and Complaints

One client expressed his gratitude for the medical drives and Meals on Wheels.

Jess Goodwin
Community Care Coordinator



2. LIBRARY AND YOUTH

September 2022

- Loans: 735
- Returns: 710
- Reservations placed & issued: 205
- New members: 6
- Door count: 862
- Wi-fi use: 55
- Computer use: 84
- Housebound: 10

Other statistics:

- eLibrary: Borrow Box
 - 74 users
 - 238 eAudiobooks
 - 104 eBooks

The Walcha Library's loans and returns have increased slightly this month. There was a slight decrease in reservations placed and issued. New member registrations increased to 6, which is still below average. The door count grew this month by almost 50 visitors, likely due to the school holiday activities and events. Computer usage has remained average, however the public use of the wifi increased. The number of eLibrary users taking advantage of Borrow Box increased again this month, and eBook loans increased by over 20%.

The Walcha Library's collection was given a 'spring clean' this month. A number of different genres were weeded, where books not being loaned or are too old to be included in the inter-library exchange, were sent to the Tamworth Headquarters collection, making Walcha's collection tidier and providing easier access to popular items. Staff also took this opportunity to clean shelves and re-organise the items, including some movement, genrefication and re-distribution. Non-fiction items in cooking, craft and biographies were weeded, along with general fiction and science fiction. Large print Westerns were genrefied, taken out of the general large print fiction section and put on their own shelf, with normal print westerns nearby. Young adult items were de-genrefied, and integrated into the general fiction section, in the hope of making them more accessible to members. All changes made to the collection, and shelving will be monitored by staff in the coming months, to evaluate if suitable or if further change is needed.

Outreach & Promotion

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

- Participation at the Walcha Central School's NAIDOC ceremony performance gave librarian a chance to interact with the Year 1-2 class and talk about the Council library, its collection and facilities informally.
- An article was written in the local paper, Apsley Advocate this month about the upcoming school holiday program which helps to promote the library
- 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 this month, with 10 new page followers: currently 309 followers. 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 12 posts on the Facebook page reaching 975 people (reach increase by 171%). The 7 Instagram posts shared throughout September received 89 'likes'. Library and Youth Instagram posts are still followed by 231 people, with no 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 3 engagement posts	195	14	
Library display and reminder of closure for National Day of Mourning for the Queen	90		
Community event information: <ul style="list-style-type: none"> - Blue Tree Project Walcha - Aust Campertrailers Group Community Day 	105	14	

Service content: informative posts about the library services, facilities and programs	# people reached on Facebook	People engaging on Instagram	
Total 8 service posts	1469	75	



<p>eLibrary app promotion: - LibbyOverdrive & Membership info</p>	<p>91</p>		
<p>Launch and promotion of Council's Youth School Holiday Program</p>	<p>92 + 146 + 690</p>	<p>16 + 10 + 5 + 8 + 33</p>	
<p>Promotion of virtual author talk event & Together We Read digital bookclub</p>	<p>79 + 67</p>	<p>3</p>	
<p>Puzzle Library promotional posts</p>	<p>93 + 86 + 74</p>		
<p>Share of CNRL FAST school holiday online workshops promo video</p>	<p>51</p>		



Programs

Library coordinator Cassie McKenna was invited to the Walcha Central School NAIDOC Ceremony on Wednesday the 7 September, as a guest speaker/performer. The Year 1 & 2 class prepared a play, acting out the story of 'Tiddalick', an Aboriginal dreamtime story which is also a published children's book. They asked local Council librarian to read the story and provide the narration for their performance at the NAIDOC Ceremony, attended by the whole school, families and community members.



The Walcha Puzzle Library has proved popular again this month. With a series of promotional posts on social media, encouraging use of the collection over weekends and the school holidays. Loans increased/decreased compared to the previous month. Staff have also started working with CNRL staff to catalogue the collection in the CNRL Spydus library system so data about usage can be collected at that level also.

Library Volunteer, Veronica, continues to aid at the library on Monday mornings and Friday afternoons. Both shifts are during the peak item processing times at the library and ensures efficient use of the additional assistance. This month she has also worked on projects such as weeding non-fiction cooking and biographies, and genrefication of the large print collection to suit the needs of our members.



Despite three local families booking into the regular monthly Storytime and Baby Booktime at the Library only one of those families were able to attend. Being a new family to town, this gave staff an opportunity to hold a small one-on-one session for the family, and provide the parents with some information about the library services and programs. The school holiday program also included a Storytime; with a Spring theme, books about insects and a craft activity involving decorating and building a small bug catcher

involved families with children from 0-12 years old.



Housebound library services were arranged with Riverview and delivered by Walcha Library staff and volunteers this month. A collection hand-picked for the Riverview residents and a number of housebound individuals were ordered and delivered in the last week of the month. Staff also set up a kids-corner activity sheet for children to colour in, draw a picture or write a message for the residents of Riverview, to be delivered at the end of the month, with their monthly book delivery. This idea was inspired by Warialda Library's Pen Pal Program, discussed at the CNRL Regional Training Day.



The Walcha Hospital also continued borrowing this month, and staff assisted to reserve DVD's from a variety of different countries of interest to the patients in the Elizabeth Cross Wing. A hospital volunteer has collected and delivered these items.

The Walcha Library Book club and the 'Taphouse' Book club's both met this month. The Walcha Library Book club met as usual in the library, with 6 members in attendance, including a new member. There were 5 members able to meet for the 'Taphouse' Book club this month. The book was 'American Dirt', and was quite a different genre to the previous books read by this group.

The Walcha Library has been approached by Walcha Central School Teacher-Librarian who is again organising a community literary festival in early November. They have asked if Walcha Library would be interested in hosting a Storytime for under-school age, and an 'after school' author workshop, for the community to attend on Monday 7 November, with one of the authors they will be engaging for the festival. Staff will work together to fine tune the arrangements over the coming months.

The number of members and visitors using the library facilities for study related purposes has remained high again this month. The free wifi and quiet study areas have been utilised at least 2-3 times per week this month for study purposes. Use of the facilities by people escaping the colder weather has continued this month, staff noticing an increase in afterschool teenage visitors popping in.

Library staff have received a number of requests from seniors for tech support this month, mostly with phones & tablets needing to be backed up or updated. Staff have used the library wifi to set these members up, and help with some instruction and support. Approximately 2 hours were spent providing this assistance over this month, with 4 different clients.

The Library closed for the public holiday on 22 September, as it was Australia's National Day of Mourning for Her Majesty the Queen. There was some interest in this from library members, so staff curated a display of the items from the collection, fiction and non-fiction, that were about the Queen, and the Royal Family. This display was shared on





social media, and also provided an opportunity to advise members of the closure.

Walcha Council Library bags were purchased in a bulk order in 2019. These bags have been provided to new members upon registration, and members who borrow large amounts of items and forget to bring a bag. With many deliveries, pick & collect orders and more housebound members than ever during COVID, the bags were very useful during the pandemic over the past few years. The library has recently handed out the last of these bags, quotes were sourced and new bags ordered from the original supplier.

Training

This month library coordinator Cassie McKenna attended the Central Northern Regional Libraries Training Day at the Tamworth Youthie. This whole day workshop involved discussions about new and upcoming changes, programs and procedures relevant to all branches. It also provided an opportunity to learn what other branches are doing, and share ideas as each branch presents a report on their recent operations.

Youth activities

Staff have been busy preparing and promoting the Council's Spring Break Holiday Program activities this month, which commenced in the last week of September. With 3 excursions, and 6 other holiday activities, bookings came in early and filled very quickly.

Week 1 (September):

- Stargazing: 25 people (13 children & 12 parents) participated in the Stargazing session held by local astronomy enthusiast Chris Wyatt. This activity was inspired by the discussions at the Youth Advisory Committee meeting in term 3. It was rescheduled due to wet weather forecasted for the advertised date, which turned out to be a great decision as the Sunday before was clear and perfect for star gazing.
- Lego challenge: 10 children aged 8-11 participated in a lego workshop where they were challenged to create a maze with the blocks for the 'Code-a-pillars' to navigate. 'Code-a-pillars' are electronic devices that children can learn simple coding from, and they were loaned from the CNRL Innovation Studio at Tamworth Library for the activity. It was a lovely surprise when 6 teenagers popped into the library to help the younger children with their lego challenge.
- Tamworth Escape Room excursion: 10 young people visited the Tamworth Escape Room to participate in the Time Traveller's Adventure or the Zombie Apocalypse escape room challenge.
- Storyplate Art: Walcha Handmade provided a workshop to help a group of 11 children to design and draw a personal Storyplate, which will be sent away and turned into a plate they can eat from.
- Kootingal Laser Tag excursion: 18 young people aged 12 yrs and over visited the Tamworth Laser Tag at Kootingal, to play an hour of laser tag against each other. The owner also provided a BBQ lunch and refreshments to give the group sufficient energy to battle.

Week 2 (October):

- CNRL Robot Red Rover: 4 children attended the workshop run by CNRL staff these holidays, with many of the usual participants away or unwell. The Sphero technology was



developed into a game, which was great fun for those who attended. The small group also allowed for a child with special needs to participate and get the assistance he needed to understand the instructions, and enjoy the activity too.

- Spring Storytime & Insect Catcher Craft: 26 children and 11 parents attended the Spring Storytime at McHattan Park. Some kind Spring weather encouraged families to bring out their children for the reading of 4 books, singing of related songs and then craft activities.
- Mindful Munchkins Yoga and Meditation: despite the maximum of 15 participants booking into this session, 7 attended the session at the Walcha Motel Restaurant. The young group developed their mindfulness skills, and took home illustrations to help them remember the moves.
- Armidale Sport and Recreation Centre & Cinema excursion: This excursion proved to be very popular, especially as it was a full day excursion which included a visit to the Sport and Recreation Centre for bowling and skating, lunch and then an afternoon screening of new release movie at the Belgrave Cinema. The 21 participants were all enthusiastic about excursion, and it was interesting to see the young peoples social interactions amongst friends and new acquaintances.

Evaluation of program:

Most activities were full and participants seemed to enjoy the activities. It was interesting to note that there were many bookings online and a waitlist was created for the excursions, but that list was exhausted in the days leading up to most excursions due to the high number of last minute cancellations, usually following the reminder messages being sent. The excursions were free, as the funding was sufficient to fully fund the activities, transport and catering, however due to the easy & free booking system, it was also easy for families to sign up without confirming availability, conflicting responsibilities and preferences.

Feedback and survey forms were collected on the excursions, which was a requirement from the NSW Government funding body. The survey forms were voluntary and required gaining permission beforehand from parents of those under 14 years old. Data results from 40 of the participants included:

- 20% first time they'd participated in a school holiday activity
- Only 7.5% were unsure if they'd do it again
- 80% of the group were aged 12-14 years & 20% aged 15-17 years
- 22.5% identify as Aboriginal and/or Torres Strait Islander

General feedback collected throughout the holiday program for future holidays:

- The older youth want to play paintball instead of laser tag
- Bus trips are better if you can bring a friend, or be sure a friend is coming
- Half day excursions work well with Escape Room & Laser Tag
- Virtual reality & Augmented Reality gaming is of interest
- Lots of appreciation of the food, especially the McDonalds visit
- Stoney Aquapark excursion is wanted by those who didn't get to go, and those who did

Photos:



Mindful Munchkins Meditation and Yoga



Laser Tag at Kootingal

Lego challenge with Code-a-pillars



Tamworth Escape Room



Great weather for Spring Storytime & Insect Catcher Craft at McHattan Park



Armidale Sport and Recreation Centre (bowling and skating) before the Cinema

Cassie McKenna
Library Coordinator



3. PRESCHOOL

September 2022

Term 3 ended on 23 September with a busy end to the term. On Monday 19 September the Children participated in an excursion to Tamworth Library. We were invited by Kelly Makepeace, from Tamworth Library on one of her previous visits to the preschool, where Scone Author Paula Stevenson did a reading of the children's book she had written called 'Buster follows his nose'.

We also had the opportunity to interact in the STEM (Science, Technology, Engineering & Mathematics), activities which included using microscopes to look closer at some objects, we were lucky enough to see a very tiny spider crawl out of flower. The children were very interested in safely inspecting the tiny spider and how hairy it looked up close, the children also had a chance to put their hand under the microscope and see if they have washed their hands properly or if there were still dirt particles on them.



They also built towers from straws and foam blocks and discovered the best way to build these so they would stand without support. These opportunities foster children's creativity and assist them to develop new ideas and innovations. STEM learning is focused on hands on learning with real world applications and assisting in the development of valuable life skills.



In the Penguin (4-5 years) room we have been continuing the STEM learning outside and the children have been engaging in cause and effect with bamboo channels and creating waterfalls. The children have been discovering that they need to create a slope so the water moves down along the channel and into the desired destination. Encouraging children to engage in sensory play stimulates learning through exploration, problem solving and creativity, STEM play assists in the development of children's gross and fine motor skills.

Mel Clark
Preschool Nominated Supervisor





4. TOURISM

September 2022

Number of visitors to Visitor Information Centre (VIC)

SEPTEMBER	2022	2021	2020	2019
Walk in's	442	63(lockdown)	444	331
Phone enquiries	47	26	15	45
Email enquiries	1	8	4	2

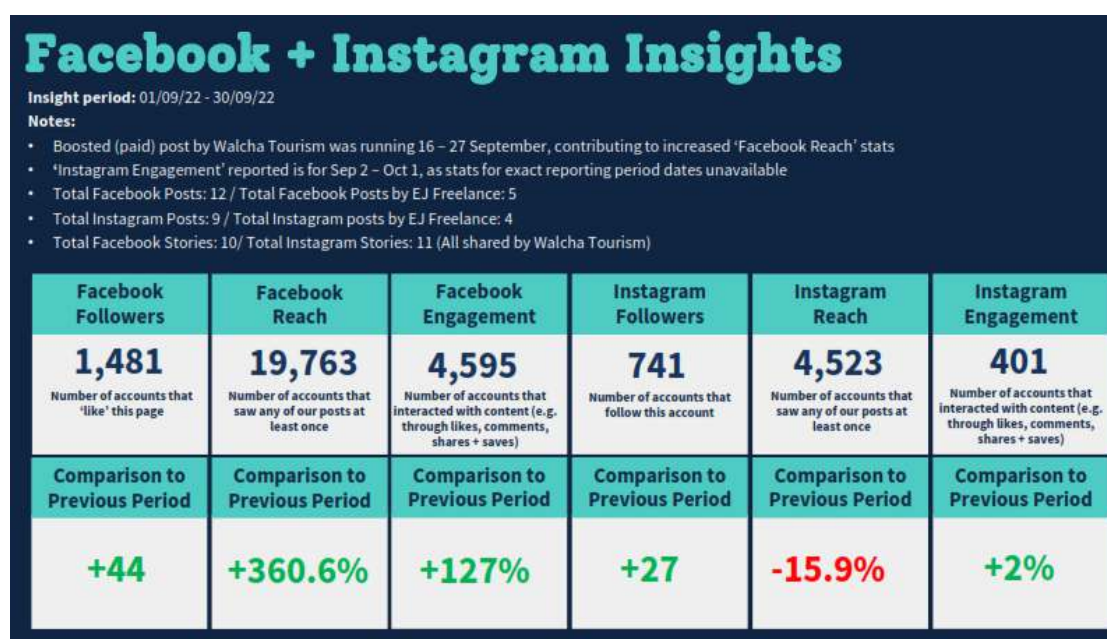
WEBSITE STATISTICS	September	August	July	June
www.walchansw.com.au				
Visits	25,308	20,292	19,393	17,674
Pages	166,669	339,713	133,455	89,979
Hits	434,011	652,097	351,683	332,431

I boosted our Visit Walcha video on Facebook during September, with a call to action to the Walcha Tourism website, leading to an increase in visits. The promotional video can be viewed at https://www.youtube.com/watch?v=NBH_E1QtAOU&t=13s

SOUNDTRAILS STATISTICS

	OPENS	WEBSITE VISITS	DOWNLOADS
Apsley Falls		33	10
Walcha Sculpture		48	11

SOCIAL MEDIA – WALCHA TOURISM





Walcha Motorcycle Rally

The program has come together really well and tickets sales continue to come in. There is plenty of interest in our event. We are working very hard to ensure those that attend our event have a wonderful experience, as they did last year, and continue to spread the positive word on Walcha as a great destination to visit. Walcha Motorcycle Rally website visitors and hits can be seen in the table below. My weekly boosted posts on Facebook have increased the Rally website traffic significantly during Sept.

Month	Unique visitors	Number of visits	Pages	Hits
Jun 2022	1,282	1,997	5,980	76,224
Jul 2022	1,100	2,627	5,566	50,035
Aug 2022	1,461	2,939	11,979	120,288
Sept 2022	3,620	5,555	11,428	259,788

Live Traffic – Oxley Highway closure

Oxley Highway closure enquiries have been significant at the Visitor Information Centre. With the correct information and signage there are no issues getting the facts across to our visitors. However, there has been much confusion and frustration with Live Traffic not being up to date and several days where Live Traffic showed the highway was open when it was not. Concerns were escalated with TfNSW so I am hopeful that it will be updated with the correct information from now on. This has been very frustrating. Confused and unhappy is not how we want our visitors to be.

CamperTrailers Group National meet

The CamperTrailers Group meet in Walcha during September was deemed a success. Local businesses enjoyed the extra patronage over the week and the group enjoyed all that Walcha has to offer travellers. The Visitor Information Centre was busy during their stay, however, I was able to get over to the closing presentation on the final day. The original organisation was done several years ago with previous Tourism Manager, Susie Crawford, but due to COVID had to be



cancelled. I was not involved in the original planning, however, between the organiser, Rob Sanderson, and Susie's work, having the meet in Walcha was a win for the town.

A thank you email was received:

Hi Lisa,

Please find a write up of the 16th national meet recently held in Walcha NSW added to the past events page <https://www.campertrailers.org/walcha22.htm>

You will find the amount raised in the raffle plus personal member donations along with the auction night total including personal donations included in the write up. From members feedback so far I can estimate that 80 camper trailers injected around \$40,000 into the local community which does not include the raffle & auction night.

Except for the screwdriver donation from Walcha Hardware and quilt donated by Walcha Quilters Group, all items for the auction night were given by members attending.

Also a huge thanks to the Walcha community for the input into the national meet week of activities & the friendliness shown to them when in town.

Rob & Carol

Lisa Kirton
Tourism Coordinator

5. COMMUNITY RECOVERY OFFICER

Blue Tree Day - From a Relationships Australia Disaster Resilience Leaders workshop that was run in February, I introduced Angus Scrivener to Paula Paananen (Project Officer for Relationships Australia). Angus, as a youth representative of Walcha, had an idea to do the Blue Tree project in Walcha and Paula offered the assistance of Relationships Australia to support and auspice the project. Through five months of planning, Angus and Paula obtained a grant from Regional NSW Youth fund (\$10,000) and CRO assisted in a small capacity from Council's end with some minor details and the event was run on the 10th September 2022. It received great feedback and support from the community despite the weather. Adam Marshall member for Northern Tablelands did some great coverage on the event on his facebook page.

September 2022





Moona Plains Community Group – I have been involved in the development of the Moona Plains Community logo. The Moona Plains Community Group has been created by a few proactive residents in an effort to bring the community together in time of disaster or emergency. This logo/branding was funded by the CRO Program and is a great initiative that showcases collaboration, community leadership and drive to become better prepared in the event of a disaster or emergency. Their facebook page has been created and sharing necessary local information around many topics and events, for example TfNSW road closures on the Oxley highway.

There is still a little “bushfire/emergency” apathy amongst the community in this location, some community members are not interested in disaster preparedness or emergency planning. Other lines of engagement are going to be followed up in terms of a mail out/letterbox drop and newsletter to entice residents. The CRO and community representatives will continue to work together on the mapping of dwellings and promotion of rural address signage

Regional Drought Resilience Planning (RDRP) – The project control group (PCG) have continued to meet on a fortnightly basis, the last couple of meetings Regional NSW have been not been available, although Tamworth Regional Council continue to liaise directly with them around the status of the review of the RDRP at the federal level. The PCG have reviewed training modules this month that the consultant has developed around Resilience - a broad complex concept looking at Resilience in regions, landscapes, governments and communities, which Council staff will be trained in. During this month as well, the PCG met with GLENRAC and Northern slopes landcare to discuss an EOI they were submitting for funding to implement actions from the RDRP. This funding is through FRRR. I have been introduced to a Project officer with Southern New England Land Care (funded through UNE) which is looking at a Drought Resilience Soils and peer support project in our area.

Greenwaste Grant - During September we had two meetings (contractor, Council & Forestry Corp) to ascertain how the project was going, completing and budgeting the Thunderbolts Way Nowendoc site. The EPA project officers are due to visit our area early next month.

This cleanup program continues to be impacted by weather (rain), although the contractor is conscious of completion dates and timeframes and when weather permits (outside public holidays and staff leave etc) they have machinery on site working. A private property block site was completed this month, one of only three remaining sites to be done under this grant funding. The owner was very appreciative to have the assistance to clean up his block after two and half years of not being able to receive any assistance. The final two sites to be cleaned up with this grant is one private property at Moona Plains and roadside land along Thunderbolts Way, Nowendoc. These works are hoped to start in mid October, weather permitting.



Emergency Management Planning – I have been following up on sub plan currency to support the local EMPlan. The Regional Emergency Management Officer (REMO) for Tamworth is on extended leave currently, and the REMO role has been transferred to the western region. With the support of the LEMC it is hoped that the EMPlan and subplans will be brought up to date. This has extended into consulting with the Central school on if they wish to still be listed as a suitable evacuation centre. After the evacuation centre audits have been completed the EMPlan will need to be updated with information.

Ladies Tradie Day - the ladies tradie day was advertised and has received a great response with over 25 ladies expressing interest in the day. It is now being held at the Woolbrook Hall.

Grant Finder - Grantguru or Walcha Council's Community grant finder has gone live on council's home page this month. Link: [Walcha Council Grants Finder \(grantguru.com.au\)](http://Walcha Council Grants Finder (grantguru.com.au))

This is a great portal and a key component in the CRO transition program to provide the whole community access to disaster funding and grant opportunities. CRO shared the link and details to community groups, stakeholders and council departments in order to get this portal out in the community.



Telecommunications - The issues of no and poor service, phone outages and power outages continue to be brought up by residents in the outer villages (Nowendoc and Yarrowitch). Myself and the Recovery Officer with NEMA are continuing to follow this up. Next month we will be mapping the progress so far made with both villages and Telstra into one document and providing to council. This will provide an update with the telecommunications issues for our area for when the CRO program finishes.

Brooke Jeffery
Community Recovery Officer



9.5 CORPORATE & FINANCE:

Ref: WO/2022/03052

Responsible Executive: Manager Corporate & Finance

Attachments: Under Separate Cover – Monthly Highlights Report
 WO/2022/03067

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 Corporate & Finance Review Report be **NOTED** by Council.

The purpose of this report is to provide confidence to Council that corporate and financial risk are being managed on a monthly basis by improving visibility of key performance indicators.

Walcha Council Leave Balances

Directorate	SEPTEMBER 2022			JUNE 2022		
	Annual Leave Weeks	RDO Weeks	Time in Lieu Weeks	Annual Leave Weeks	RDO Weeks	Time in Lieu Weeks
Office of the GM	88	5.76	5	102	6	9
Infrastructure	211	2.19	66	218	4	58
Environment & Development	25	0.89	0	25	1	0
Community & Tourism	33	1.95	5	32	2	5
Total	356	11	76	378	13	72

The above table includes June 2022 as a point of comparison to review the movement on leave balances from the end of the 2022 financial year.

The RDO and TIL weeks were an issue that must be significantly reduced by Council. TIL incurs the same costs as overtime where one extra hour worked equates to two hours leave taken or if paid out 2x. TIL is currently the issue most urgent to address with leave.



Walcha Council Overtime Paid

	SEPTEMBER		Total YTD	
	Hours	\$	Hours	\$
Office of the GM	11	514	31	1,579
Infrastructure	322	19,080	791	46,522
Community	6	246	56	2,705
Environment	4	188	19	1,108
Total	343	20,028	897	51,914
Operating	267	15,073	793	45,292
Capital	76	4,955	104	6,622

In the 2023 budget Council expects to reduce operating overtime. The question we are asking focuses on whether or not the task is worth the overtime. Is it worth paying \$120 per hour to complete a prestart or should that be completed in standard hours. Overtime must be approved prior.

Walcha Council Unrestricted Cash Reconciliation

UNRESTRICTED CASH RECONCILIATION

	August 2022	June 2022
Total Cash & Investments	16,350,585	13,521,720
External Restrictions:		
Contract Liabilities - General Fund	3,575,645	3,025,730
Contract Liabilities - Water Fund	4,529,181	3,709,846
Specific Purpose Grants	696,819	986,057
Water Fund (interfunding balance)	680,364	701,274
Sewer Fund (interfunding balance)	523,067	502,588
	<u>10,005,075</u>	<u>8,925,495</u>
Internal Allocations	4,535,485	6,684,560

Unrestricted Cash **1,810,024** **(2,088,335)**

Unrestricting the Financial Assistance Grant has moved Council unrestricted cash positive to \$1.8M in September from \$2.1M negative in June however this will be consumed throughout the 2023 financial year with the forecast still being negative unrestricted cash at the end of the 2023 financial year.

Walcha Council Debt Recovery

Debt recovery is moving ahead with some positive results. In July letters were sent to all overdue rate payers by our debt recovery agents demanding payment. There was limited response to the letter.



A second letter was sent out in August to any rate payer overdue that had not responded to the first letter. The second letter outlined the additional costs Council would pass on to move to the next stage of the process which is a statement of claim. This adds around \$700 in court costs and various other charges. A stronger response to this letter has occurred.

The next step is to advise our debt recovery agents to proceed for any rate payer that is overdue and did not respond with payment arrangements of the previous letter. Total debt outstanding and a debtor ratio will be provided in the October report.

Walcha Council Customer Request Management (CRM)

	1 M	1-2M	2-3M	3-6M	6M+	Total CRM	AUG 22
Planning & Environment	29	42	5	23	18	117	101
Engineering	36	12	6	29	15	98	92
Administration	1	0	2	1	7	11	24
Total Open CRM's	66	54	13	53	40	226	217

A CRM is created with an incoming request via customer service which is then assigned to the relevant area. The CRM is then tracked and provides information including CRM status.

Note a number of CRM's are open 6 month plus. The majority of these are resolved however have not correctly been closed out. We are addressing this.



Walcha Council Investment Report

REGISTER OF INVESTMENTS TO 30 SEPTEMBER 2022

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	TD Account #
nab	TD	6/04/2022	180	3/10/2022	1.15%	253,571.08	1,438.06	255,009.14			2.02%	919512554
nab	TD	14/03/2022	210	10/10/2022	0.76%	554,809.40	2,425.96	557,235.36			4.43%	872609622
Commonwealth Bank	TD	14/10/2021	365	14/10/2022	0.36%	500,000.00	1,800.00	501,800.00			3.99%	37844807
Commonwealth Bank	TD	29/07/2022	90	27/10/2022	2.62%	1,000,000.00	6,560.27	1,006,560.27	2,622.47		7.98%	37844807
nab	TD	6/09/2022	62	7/11/2022	2.60%	1,000,000.00	4,416.45	1,004,416.45			7.98%	485796166
nab	TD	19/04/2022	210	15/11/2022	1.30%	631,225.65	4,721.22	635,946.87			5.04%	918317642
nab	TD	09/09/2022	90	08/12/2022	3.08%	500,000.00	3,797.27	503,797.27			3.99%	480916667
Commonwealth Bank	TD	19/04/2022	240	15/12/2022	1.66%	1,049,075.00	11,450.73	1,060,525.73			8.37%	37844807
nab	TD	6/09/2022	120	4/01/2023	3.26%	500,000.00	5,358.91	505,358.91			3.99%	488134669
nab	TD	6/09/2022	120	4/01/2023	3.23%	533,371.96	5,660.98	539,036.34	1,762.65		4.26%	972272676
nab	TD	16/08/2022	210	12/01/2023	3.10%	254,969.77	4,547.54	259,517.32			2.04%	919676556
Commonwealth Bank	TD	29/07/2022	182	27/01/2023	3.27%	603,774.44	9,886.92	613,661.50	1,151.84		4.82%	37844807
Commonwealth Bank	TD	26/09/2022	150	23/02/2023	3.84%	503,057.53	7,938.66	510,996.20	3,057.53		4.02%	37844807
Commonwealth Bank	TD	26/09/2022	150	23/02/2023	3.84%	503,057.53	7,938.66	510,996.20	3,057.53		4.02%	37844807
nab	TD	3/08/2022	210	1/03/2023	3.35%	254,341.40	4,902.17	259,243.57	613.12		2.03%	917202309
Commonwealth Bank	TD	6/09/2022	181	6/03/2023	3.61%	1,000,000.00	18,001.64	1,018,001.64			7.98%	37844807
Commonwealth Bank	TD	09/09/2022	181	09/03/2023	3.61%	1,000,000.00	18,001.64	1,018,001.64			7.98%	37844807
Commonwealth Bank	TD	26/09/2022	210	24/04/2023	4.11%	503,057.53	11,896.59	514,953.12	3,057.53		4.02%	37844807
Commonwealth Bank	TD	26/09/2022	210	24/04/2023	4.11%	503,057.53	11,896.59	514,953.12	3,057.53		4.02%	37844807
nab	TD	4/08/2022	365	4/08/2023	3.70%	623,670.25	23,075.80	646,746.05	1,355.46		4.98%	416873585
nab	TD	16/09/2022	365	16/09/2023	4.20%	255,778.05	10,742.69	266,520.74	1,380.03		2.04%	444927886
Average rate					2.89%	12,526,816.54	176,459.75	12,703,276.43	21,135.69	-	100%	

Capital Value of Portfolio	12,526,816.54
Redeemed Value of Portfolio	-
Market Value of Portfolio 30/09/2022	12,703,276.43
Estimated Profit/(Loss) 30/09/2022	176,459.89

The average rate of investments increased 2.89% in September due to increasing TD rates. This is expected to continue in the current market.

PREVIOUS FINANCIAL YEAR COMPARATIVE DATA: 30/09/2021

Interest Earned YTD	2,163.27
Market Value of Portfolio	3,352,619.55
Average interest rate	0.31%
Interest Earned YTD 30 June 2022	43,301.76
Market Value of Portfolio 30 June 2022	6,505,681.00

Institutional Exposure

	Investment at Market Value	% of Portfolio
Commonwealth Bank	7,165,080	57%
nab	5,361,737	43%
	12,526,817	100%

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)



Item 10:

Committee Reports

RECOMMENDATION: THAT Council RECEIVE and NOTE the Committee Reports as presented.



Walcha Council Community Care Advisory Committee



To be held on

Wednesday, 7 September 2022

2.00pm

at

Walcha Community Care Office
11S Middle St, Walcha

Members:

Clr Kevin Ferrier

Director Community and Tourism – Karen Kermode

Community Care Coordinator – Jess Goodwin

Meals on Wheels Provider – Julie Blake (Apsley Riverview)

Community Representatives – Sue Reardon, Pat Laurie and David Oon

Quorum – Majority of members be present

Function of the Committee:

The purpose of this Advisory Committee is to provide support and advice to Walcha Council pertaining to matters related to Community Care

The Chairperson declared the meeting open at 2.11pm.

Present: Karen Kermode (Acting Chairperson), Jess Goodwin, Sue Reardon, Pat Laurie and David Oon.

COMMITTEE MINUTES



Item 1– Apologies

Apologies were received by Kevin Ferrier and Julie Blake.

Item 2 – Terms of Reference and Code of Conduct

The new member of our Committee Mr David Oon was welcomed.

All Committee members have reviewed the Terms of Reference (as listed below) and Code of Conduct and have signed the declaration.

Terms of Reference – Walcha Council Community Care Advisory Committee

Delegation: Nil

Purpose: The purpose of this Advisory Committee is to provide support and advice to Walcha Council pertaining to matters related to Community Care.

Accountability: The Community Care Advisory Committee will be accountable to the Walcha Council (and will act in accordance with any formal resolution of Walcha Council). The requirements of the Walcha Council Model Code of Conduct for Local Councils in NSW 2020 adopted by Council in November 2020 Resolution # 118/20202021 and attached, are applicable to any advisory committee established by Walcha Council.

Overview: Walcha Council is cognisant and much appreciative of the efforts, time and energy our community members put into their participation in advisory committees. Being a small council in a tight knit community the ability to harness both the energy and expertise of members of our community, for the benefit of our community is something Council values and respects.

Key Roles & Responsibilities

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

Membership: A Walcha Council Councillor will Chair an Advisory Committee. Councils Mayor and General Manager have delegated authority to attend and participate in any Council Advisory Committee.

Advisory Committees will consist of Walcha Councillors as determined by a Council resolution, Council Staff as approved by the General Manager, a representative from the Meals on Wheels provider; a representative from an Independent Community Care Service Provider and up to six (6) members from the Walcha Community (preferably consisting of a volunteer, a carer and four clients).

Quorum: A simple majority of members.



Meetings: Quarterly or otherwise advised by the Walcha Councillor Chairperson. Advisory Committees are not conducted in the form of Council Meetings. There are no resolutions for action and or expenditure of any amount for any matter. Advisory Committees make recommendations to Council through Advisory Committee minutes, which will be received and considered at a formal Council Meeting for any action and or expenditure.

Recommendations requiring financial expenditure will be considered in the context of existing and or future Council budgets and priorities.

Reporting: Minutes of the Advisory Committee Meetings, including any recommendations made by the Advisory Committee will be received and considered at a future Council Meeting.

Conditions of Membership to any Council Advisory Committee: It is a requirement for any community member of a Council Advisory Committee to sign and commit as below.

I agree to adhere to the Terms of Reference, including the Walcha Council Model Code of Conduct for Local Councils in NSW 2020.

Council reserves the right to remove community members of the Advisory Committee for breach of either the Terms of Reference, the Model Code of Conduct or for any reason as resolved by Council.

Signed by Patricia Laurie, David Oon and Sue Reardon.

Item 3 – Previous Minutes

The minutes of 15 November 2021 were read and taken as a true and correct record of the meeting.

Item 4 – Business Arising

Nil.

Item 5 – Community Care Coordinator Report

Walcha Council Community Care has had a challenging six months. While we have endeavoured to continue with running an effective program, we have had significant staffing issues due to COVID-19, influenza and other health problems. Although this has seen some cancellations and alterations to the program, we have endeavoured to ensure that our clients have had the support to continue to socialise and attend their appointments as they require. We have also kept the Meals on Wheels program going and have increased our numbers in this as well.

Meals on Wheels

For the first 6 months of the year we have delivered:



- 1680 Main meals
- 889 Desserts
- 835 Frozen meals

We see an uptick in meal requirements over the winter months as people tend to leave the house less and find it harder to cook in the colder weather and this year has been no different. While we still have block funding and the capacity to reallocate funding to different areas we can continue to do this. Whether or not that will continue long term remains to be seen, as we are over our funding capacity for Meals on Wheels every week.

We have also lost three of our volunteers to illness and accidents this year and I would like to acknowledge the outstanding contributions of Bev Betts, Jeanette Wark and Trish Partridge. Our service is poorer for your loss.

Group Social Support

Our group programs have gone over a number of changes in the past months as we work to determine what is likely to be popular for our clients and provide as much variety to the service as possible. To achieve that we have offered Women's Group and Men's Group-morning teas and excursions for both each month. We host a Card Group weekly, Takeaway lunch every Friday, Wanderer's Group and a variety of creative activities on a Thursday.

These have included felting, candle making, scrapbooking and music. We also have a monthly art class run by Sue Jackson, who volunteers to take our clients through a variety of skill building lectures. There have also been one-off mixed excursions to different places such as Nundle and Bingara. These have proven to be very popular and we will continue to plan these on a more regular basis.

Individual Social Support

Our Individual Social Support has had a signature role in COVID times. When we have had to close for COVID-19 outbreaks, this program has been a key factor of support for our clients via phone check ins, 1:1 visit to the client's home and shopping and medical trips. This has allowed for our clients that live alone to continue to have some contact with other people and have their needs met when other services have limited availability.

Transport

Our transport program has seen some changes, with the Tamworth bus being cancelled due to lack of interest. We have instead offered a volunteer driver for anyone that wishes to go and this has been working quite well. The local bus has been moved to a Friday to coincide with the Hub offering a food pantry and to try and get some interest from the community at Summervale. While we have picked up our numbers for this, there is still room for improvement and we will be implementing an advertising campaign to try and build on this service.



Our medical drives have been going very well and we have remained consistent in this area for some time. We receive excellent feedback for this service and have been able to provide some essential assistance in this area for people who require advanced medical assistance in other towns.

Future Planning

Going forward we are recognising the increased need of our individualised support, as well as the group program preferences. To accommodate this, we are going to be focusing on a more restricted group program that highlights the client favourites and allows the staff to be more available for the individual needs of the clients.

To achieve this, we are going to continue to offer the men's and women's groups, cards, art and Takeaway Fridays. We are also going to do a monthly mixed group excursion to a different location.

We are also going to create a new volunteer group as we have identified a need for 1:1 client interaction in the home for some of our more vulnerable members. To do this, we have the volunteers offer one day a month that they can visit a client that has been identified as needing a friendly check in. This time can be spent reading to them, having a cup of tea and a chat or even doing the dishes and checking they have something in the fridge for dinner. This program is designed to aide people that are managing long term illnesses like cancer or are nearing their time to enter care but have not quite accepted it yet. There is a genuine gap in this part of the care available in Walcha and we are endeavouring to bridge it.

Staffing

Trish is currently unable to drive the bus due to health concerns, so we have adapted her role currently to try a position that is administrative and covers Monday to Friday, 8:30am-12:30pm. This will mean that even if the rest of the staff are out working with the clients or driving the bus, the phones will be answered. It also frees up the other staff to focus on program implementation as a lot of the more time-consuming admin tasks will be covered by the role.

Jess and Meg will continue working full time hours, with Meg taking some time to continue her studies. Meg will largely be responsible for client interactions and Jess will assist with these as well as program development and meeting the requirements of our funding bodies. This is all being done on a short-term basis as we adapt to program requirements and the needs of the clients and will continue to develop as needs change.

Item 6 – Feedback and Complaints

A verbal report was given by the Coordinator. Feedback received is mostly positive. We have had families want to give donations to the WCCC for assistance provided, send thank you cards and many "thumbs up" in the Apsley Advocate.



We do have the occasional negative comment, and we review those as they are received, acknowledge and answer them. Negative feedback is viewed as an opportunity to improve, and changes are implemented if they are deemed necessary.

Many comments are received regarding our parking situation (limited off street parking, steep and long walk from the road parking), with requests to have the vacant land adjoining the building available as parking. This vacant land now houses hospital staff accommodation, so that is no longer an option.

Item 7 – General Business

7.1 DRAFT Walcha Council Community Care (WCCC) and Walcha Council Early Intervention (WCEI) Policy Manual

Earlier in the year, WCEI needed to undergo an audit in order to keep its National Disability Insurance Scheme (NDIS) registration. This involves appointing an auditor to review the services operations and practices. Since the last policy manual was adopted, the Disability Service Standards had changed. In order for our policy manual to remain compliant it had to be updated. With the assistance of the NDIS auditors, we have updated the manual so it is compliant.

RECOMMENDATION: *That the Committee RECOMMEND that Council ADOPT the DRAFT WCCC and WCEI Policy Manual as presented.*

7.2 DRAFT Disability Inclusion Action Plan (DIAP)

The Council adopted the DIAP on 31 August 2022. As the date for submission had passed, the Committee will be included in the next review process.

Item 8 – Next Meeting Date

A future meeting date was not set. It is anticipated it will be in early December 2022.

There being no further business the meeting was declared closed at 3.02pm.



Walcha Motorcycle Rally Committee Meeting

held on

Friday, 14 October 2022

at

8:00am

at

Walcha Council Chambers

PRESENT:

Clr Mark Berry (Chairperson), Karen Kermode (Director Community and Tourism), Lisa Kirton (Tourism Coordinator), Corinne Annetts (Tourism Officer), Karen Barnes, Shane Carey, Jason Cox, Tracy Hoy, Andy Burwell and Kim Barnet, William Fenwicke (Manager Project Delivery).

1. APOLOGIES:

Brooke Jeffery

2. CONFIRMATION OF PREVIOUS MINUTES:

It was MOVED on the Motion of Barnet and Burwell that the Minutes of the Walcha Motorcycle Rally Committee Meeting, copies of which have been distributed to all members, be taken as read and confirmed a **TRUE** record.

3. BUSINESS ARISING:

3.1 COVID Supplementary Funding

Awaiting cleaning quote from Director Community and Tourism, Community Recovery Officer to finalise and send in to DNSW once received.

4. FINANCIAL REPORT

4.1 Budget

Manager Project Delivery reported Director Community and Tourism and Tourism Coordinator created a budget from estimates based on 2021 event. Currently spending \$21,000 of councils \$35,000 contribution this has been all expenses, and revenue has not yet been considered.
\$5,000 COVID supplementary funding also not included.

Committee Minutes



5. DIRECTORS REPORT

Director Community and Tourism did not have anything to report and thanked Tourism Coordinator, Barnes and Tourism Officer for the work so far in organising the event.

7. GENERAL BUSINESS

7.1 Traffic Control Plan for Street Procession subsequent TfNSW and Police

Manager Project Delivery reported on the traffic control plan. Four traffic controllers would be required for one to two hours. A pilot vehicle would not be necessary. Traffic controllers required for entering Fitzroy Street and at Derby Street to direct at Lions Park. Manager Project Delivery to advise engineers and request availability of any council workers to work on the Saturday, if there is none available a contractor will need to be arranged.

7.2 Liquor License Update

The license has been approved with no conditions apart from fencing around the bar area, beer to be mid strength and spirits half nips. Carey will talk to Chris Lute about fencing and being a sponsor.

\$5,000 for bar purchases has been allocated, and there is no risk of over purchasing as anything not sold can be returned to IGA.

7.3 Risk Management – Showground

Community Recovery Officer has completed a risk assessment that incorporates all aspects of the event and has been forwarded to Councils' insurer. (**Attachment 2: Event Risk Assessment**). This has been simplified so it can be used in the future years.

7.4 Volunteer Update

Barnes reported a great response from volunteers, Quota, Rotary, Lions and Councillors. There are still some gaps with 90% filled for the main sites, gates, entrances etc. Carey thought he had some floaters that would be available.

Another callout will occur closer to the event.

7.5 Exhibitor and Food Stall update

There are still a few gaps and we are waiting for paperwork and payments to come in. These will be chased up next week. There is a good variety of food stalls attending.

The Vintage chainsaw site will require bunting. (**Attachment 1: Program**).

7.6 Tyre Changing Update

Carey is still following up on acquiring a tyre changing machine and accredited person to operate. This needs to be finalised at the latest one week prior to the event or communicated that there is no tyre changing (same as last year).

7.7 Postie Bike Events Update

Dave Leadingham contacted in regards to this and asked to follow up on entrants. Harry's Motorcycles who is an exhibitor and sponsor may have some contacts who will be interested. To be contacted.



7.8 Prizes for – Barrell Racing, Tyre Throwing, other.

Barrel Racing – prizes consist of cash and merchandise.

Tyre throwing – fuel vouchers. Some sponsorship funds still to come in for barrel racing. People choice award for **Show & Shine**, votes to be collected and someone allocated to present trophy.

7.9 Promotion / Marketing

Ongoing promotion via motorcycle publications, social media, flyers and posters is being undertaken. A final media release will be written and sent in coming weeks. We hope to attract Prime News or NBN to come and do a report from the event and or prior to the event. Facebook posts are being boosted and we are starting to see an increase in ticket sales.

Event subscriber numbers are up (approx. 900) along with 1,574 followers on Facebook. Oxley HWY open all weekend of Event and this been confirmed by TfNSW and will be communicated via event channels.

7.10 Sunday Plan for Clean up

There were very few people last year to help with the clean up on Sunday. More will be required and we could shout lunch for the day. PIZZA!

7.11 Year Bar

The Year Bars will be offered to the riders and 100 will be ordered.

7.12 Fire Pits

Cox has organised firewood for donation by Jim Gherke and will organise to have 20 firepits available. A new location needs to be found to store them for the future as last years went missing from the Depot.

7.13 Westpac Rescue

Guess the weight of the motorbike fundraiser could be part of WRHS stall. Bike can stay overnight. No security required.

7.14 Street Sweeper

Areas of concern with gravel over road will need street sweeping to tidy up for procession. Manger Project Delivery to contact contractor and organise for street sweeper to complete works two days before event (Wednesday). Sweep Procession route, Entrance and North Street gate.

7.15 Roads

Letter to adjoining Councils requesting roads repairs or warning signage.

7.15 Sponsorship

Contact ETE Services regarding bobcat with sweeper.



8. NEXT MEETING

Friday 4 November 2022 at 8am

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 9:15AM



Attachment 1

PROGRAM – WALCHA MOTORCYCLE RALLY

THURSDAY 17 NOV

10am	Main Gate opens	Showground
	Registration/ Information opens	
	Camping opens	
4pm	Bar opens	
5:30pm – 9:30pm	Music by local artists - <i>Special guest Ben Mingay</i>	
6pm	Shuttle Bus begins	
10pm	Bar closes	
10pm	Shuttle bus finishes	

FRIDAY 18 NOV

6am – 9am	Breakfast available	Showground Bar
8am	Main Gate & Registration opens	Showground
9am	Shuttle bus begins	Showground main gate
Organised rides briefing & departures		
9am	Supported LONG ADVENTURE RIDE	Showground
9:30am	Supported SHORT ADVENTURE RIDE	Showground
9:30am	Guided LONG ROAD RIDE	Showground
10am	Guided SHORT ROAD RIDE	Showground
12pm	Exhibitors & trade stalls open	Showground
12pm – 5pm	Woodchopping & chainsaw racing demonstrations (on hour, every hour)	Showground
12pm – 5pm	Vintage chainsaw demonstrations	Showground
12pm	Bar opens	Showground
1pm	Tyre Throwing competition	
2pm	Eljay Freestyle show	Show Ring
2:30pm	Burn out Competition	Showground
3:30pm	Sidecar gymkhana	Show Ring
4:30pm	Miles Davis skills display, tricks & demos	Show Ring
5pm	BackTrack Dog Jumping	Showground
6pm	Eljay Freestyle show	Show Ring
7pm – 10pm	Live Music – Terra Firma	Bar
11.30pm	Shuttle bus finishes	Showground main gate

SATURDAY 19 NOV

6am – 9am	Breakfast available	Showground Bar
8:30am – 12:30pm	Walcha Farmer's Market	McHattan Park
9am	Shuttle bus begins	Showground main gate
9am – 5pm	Dirt Bike Barrel races	Showground Rodeo ring
9am	Supported LONG ADVENTURE RIDE	Showground
9:30am	Supported SHORT ADVENTURE RIDE	Showground
10:30am	Assemble for street procession	Showground



11am	Street procession departs Showground	Main streets of Walcha
11.30am	Show & Shine entries open	Showground
12pm	Bar opens	Showground
12pm – 5pm	Woodchopping & chainsaw racing demonstrations (on hour, every hour)	Showground
12pm – 5pm	Vintage chainsaw demonstrations	Showground
12pm – 3pm	Vintage car display	Show Ring
12.30pm	Eljay Freestyle show	Show Ring
1pm	Postie Bike Soccer	Show Ring
1pm	Show & Shine opens	Showground
2pm	Show & Shine winners announced	Showground
2pm	Postie Bike Grass Track Derby	Show Ring
3pm	Eljay Freestyle show	Show Ring
3.30pm	Burnout competition	Showground
4.30pm	Tyre throwing competition	Show Ring
5pm	Miles Davis skills display, tracks & demos	Rodeo Ring
5.30pm	Eljay Freestyle show	Show Ring
6pm	Demolition Derby	Show Ring
6:30pm – 10pm	Live Music - Al Buchan & the Buchaneers	Bar
11:30pm	Shuttle Bus finishes	Showground main gate

SUNDAY 20 NOV

7am – 9am	Breakfast available	Showground bar
	Campers depart	
	<i>See you next year!</i>	



**WALCHA SHOWGROUND
CNR DERBY AND JAMIESON STREET,
WALCHA**

NAME OF THE EVENT **WALCHA MOTORCYCLE RALLY** **LOCATION(S)**

RESPONSIBLE OFFICER: WALCHA COUNCIL **DATE:** 17TH - 20TH NOVEMBER 2022

A risk assessment is the process of estimating the potential effects or harm of a hazard to determine its risk rating. By determining the level of risk, event organisers can prioritise risks to ensure systematic elimination or minimisation.

Currently Event Organisers must also assess the risks associated with exposure to COVID-19 and implement control measures to manage those risks.

A list of risks has been provided in the template below. For the risks relevant to your event, you'll need to provide a list of controls implement to minimise or eliminate these risks.

EVENT RISK REGISTER

	HAZARD	CONSEQUENCE	CONTROLS	RISK RATING	ACTIONED BY	REVIEW
1	Adverse weather effects the event including: <ul style="list-style-type: none"> • Extreme Heat • Wind • Rain • Snow • Electrical Storm • Heat • Smoke / Haze 	<ul style="list-style-type: none"> • Adverse weather causes injury or illness to staff, contractors or attendees • Event forced to stop due to weather such as extreme heat, snow, rain, lightening 	<ul style="list-style-type: none"> • Check weather forecast prior to event • Cancellation of event • Site Manager and event Coordinator check equipment and marquees are tied down • Announcement over PA system • Dismantling of marquee(s) 	Medium	Andrew White / Lisa Kirton	Ongoing- during three-day event
2	Electrical cords or other obstacles not secured appropriately creating trip hazards	<ul style="list-style-type: none"> • Staff or contractors' trip on hazard causing injury • Members of the public trip on hazard causing injury 	<ul style="list-style-type: none"> • Site inspection under taken each morning of event. • Electrical leads to be placed in a manner that does not create risk of trip or damage, leads that are exposed to be highlighted with witches hats etc. • Any other obstacles such tent pegs holding down gazebos etc to have witches hats placed over them. 	Medium	Andrew White / Lisa Kirton	Ongoing during three-day event



	HAZARD	CONSEQUENCE	CONTROLS	RISK RATING	ACTIONED BY	REVIEW
3	Live electrical wires or faulty electrical equipment	<ul style="list-style-type: none"> • Electrocution to patrons, performers and members of the public • Electrical failure 	<ul style="list-style-type: none"> • Contact emergency services- Police, Fire, Ambulance • Contact Electrical supplier for area-Essential Energy • Site inspection by Event organiser on set up • Electrical items including extension leads to be inspected for "tested and tagged" certification on them • No double adaptors to be used. If required, power boards with safety switch only. 	medium	Andrew White / Lisa Kirton	Thursday 17 th November 2022 and Ongoing- during three-day event
4	LPG Cylinders , heaters and appliances	<ul style="list-style-type: none"> • Injury to public, staff and contractors • Explosion danger and people getting burnt 	<ul style="list-style-type: none"> • Contact emergency services- Police, Fire, Ambulance • WHS Officer to check fire blankets/extinguishers on site • Cylinders to be inspected by WHS Officer for in date and not damaged. • Cylinders secured appropriately to avoid being knocked over • No smoking permitted near cylinders 	medium	Brooke Jeffery	Inspection Wednesday/Thursday before event starts
5	Broken glass , litter etc	<ul style="list-style-type: none"> • Potential cuts and lacerations to hands & feet of staff, contractors and members of public 	<ul style="list-style-type: none"> • Council cleaners on site during event to assist with rubbish removal • Seek first aid treatment- Beneficial safety on site, call Ambulance • Glass prohibited from site, signage around site venue with this information, security on site to enforce this direction 	medium	Karen Kermode/Andrew White	Ongoing- during three-day event



	HAZARD	CONSEQUENCE	CONTROLS	RISK RATING	ACTIONED BY	REVIEW
6	Food Poisoning	<ul style="list-style-type: none"> • Illness or injury to staff, contractors and members of the public. 	<ul style="list-style-type: none"> • Seek first aid treatment- Beneficial safety on site, call Ambulance • Event Organiser to check Food Safety Qualifications on hand during set up 	medium	Andrew White/Brooke Jeffery	Ongoing- during three-day event
7	Infrastructure eg jumping castle, marquees, signage and structures set up by exhibitors	<ul style="list-style-type: none"> • Injury to public, staff, volunteers and contractors • Dropping, falling, collapsing and blowing away 	<ul style="list-style-type: none"> • Check weather forecast • Do not erect if high winds/storms forecast • Follow manufacturer instructions to secure appropriately • Discontinue use of marquee if weather changes • Disassemble /Remove it from site • Report incident to Police • No jumping castles permitted on site 	high	Andrew White/Brooke Jeffery	During set up- Thursday 17 th November 2022 and Ongoing- during three-day event
8	Vehicle accident onsite and motorbike/motor vehicles within event space	<ul style="list-style-type: none"> • Injury to public, staff and contractors • Damage to vehicle and assets 	<ul style="list-style-type: none"> • Contact emergency services- Police, Fire, Ambulance • See First aid treatment- Ambulance or Beneficial safety on site • Cordon off area, restrict public access • Report to Police • Designated parking will be provided across from site venue on grassed area on Derby Street, designated motorbike parking only inside showground site (marked on site map) 	high	Andrew White/Lisa Kirton	Ongoing- during three-day event
9	Excessive noise	<ul style="list-style-type: none"> • Noise induced hearing loss to staff, volunteers, contractors and members of the public • Unpleasant business owners, residents and community members 	<ul style="list-style-type: none"> • Notification letter circulated to surrounding residents two weeks prior to event • In case of excessive noise at unreasonable hours-Call Police 	High	Brooke Jeffery/Andrew White	Ongoing- during three-day event



	HAZARD	CONSEQUENCE	CONTROLS	RISK RATING	ACTIONED BY	REVIEW
10	Alcoholic beverages consumed and served during event	<ul style="list-style-type: none"> Injury, serious injury, fatality of person(s) Damage to property 	<ul style="list-style-type: none"> Four security guards on site during event -24 hours a day over 2 days Police tasked with walk throughs of event Licencee of event with Walcha Golf Club 	high	Security staff/NSW Police Force	On going during event
11	Armed person on site at event	<ul style="list-style-type: none"> Bodily injury and trauma to staff, contractors and members of the public 	<ul style="list-style-type: none"> Security on site patrolling 24hrs over three day event Call Police, emergency services 	Medium	Andrew White/Lisa Kirton	Ongoing- during three-day event
12	Bomb Threat	<ul style="list-style-type: none"> Trauma and injury to staff, contractors and members of the public 	<ul style="list-style-type: none"> Call emergency services and follow directions Notify event coordinator Cordon off area Evacuate people from area Follow site Emergency Response Plan 	Low	Andrew White/Lisa Kirton	
13	Irregular cleaning of facilities and equipment during event-transmission of COVID-19.	<ul style="list-style-type: none"> Increased risk of community transmission of COVID-19 Member(s) of the public or staff contract COVID-19 resulting in illness or death 	<ul style="list-style-type: none"> Extra cleaning staff on during the event from 12pm-8pm Event is all outdoors Hand sanitiser and signage on site which will remind people of handwashing and distance 	Medium	Karen Kermode/Lisa Kirton	Ongoing- during three-day event
14	Injury/impact with static object/person from entertainment within main arena/showring area	<ul style="list-style-type: none"> Injury or death to staff, volunteer, spectator 	<ul style="list-style-type: none"> Extra Barrier installed between patrons and showground ring (creating a smaller showground ring area) Marshalls and security patrolling perimeter of ring Verbal advice/instructions over PA system to crowd prior to event 	Medium	Andrew White/Lisa Kirton	Prior to display or entertainment being started in main arena



	HAZARD	CONSEQUENCE	CONTROLS	RISK RATING	ACTIONED BY	REVIEW
15	Entry point of location has both motor bike and pedestrian traffic through gates	<ul style="list-style-type: none"> • Pedestrian being run over by bike/injury 	<ul style="list-style-type: none"> • Barriers used to direct pedestrian traffic through smaller entry gate. • Barriers around the driveway entry to main gates • Signage directing pedestrian traffic entry 	High	Brooke Jeffery/ Will Fenwicke	Prior to event starting Thursday 17 th November 2022, ongoing during event
16	Fire on site	<ul style="list-style-type: none"> • People will be burnt, serious injury or death 	<ul style="list-style-type: none"> • Campfires on site will be in firepits (metal bin) • Call emergency services • Fire extinguishers, fire blankets • Fire extinguishers to be recently inspected by WHS Officer for inspection date currency. • Activate Emergency Response plan for site 	medium	WHS Officer/Andrew White	PRIOR to event starting Wednesday 16 th November 2022,
17	Road Closures due to natural disasters (fire, flood) weather event	<ul style="list-style-type: none"> • Low attendance to event • People are unable to leave area 	<ul style="list-style-type: none"> • Situation monitored through emergency services • Local EMPlan activated • PA system utilised at event to advise people 	Medium	Andrew White/Lisa Kirton	
18	Cash handling at event	<ul style="list-style-type: none"> • Personal injury during theft • Robbery/theft of money 	<ul style="list-style-type: none"> • Security on site during event • Two people transfer money from site • Limited cash kept on premises 	Medium	Karen Kermode	Ongoing- during three-day event



	HAZARD	CONSEQUENCE	CONTROLS	RISK RATING	ACTIONED BY	REVIEW
			<ul style="list-style-type: none"> Call police-emergency services 			
19	Slip, Trip, fall, knock	<ul style="list-style-type: none"> Injury to public, staff and volunteers 	<ul style="list-style-type: none"> Documented Site inspection to be undertaken each morning (before 11am) of event by event coordinator 	Medium	Andrew White	Ongoing- during three-day event
DEMOLITION DERBY						
20	Large crowds , over crowding	<ul style="list-style-type: none"> Injury and serious injury to public, volunteers, staff Damage to infrastructure 	<ul style="list-style-type: none"> Spectators entering venue counted by gate staff Security on site to assist with moving crowds/dispersing Call police Frequent announcement over PA system 	Low	Corrine Annetts /Andrew White	Monitor during day of 19 th November and leading up to evening of show
21	Fire	<ul style="list-style-type: none"> Participants/volunteers will be burnt, serious injury or death 	<ul style="list-style-type: none"> Call emergency services NSW Fire Brigade on site during this entertainment from 5-7pm 19th November 2022 Fire extinguishers, fire blankets on hand with marshal Activate Emergency Response plan for site 	Medium	Corrine Annetts/ Andrew White	AM of 19 th November 2022
22	Injury from vehicle impact (participant or spectator)	<ul style="list-style-type: none"> Injury or death of participant, volunteer, staff or spectator 	<ul style="list-style-type: none"> Twenty metre (20m) "buffer" or perimeter inside "main arena"-see diagram 1 Cordon off area within main arena with markers/witches hats where vehicles will be driven Call emergency services 	Medium	Corrine Annetts /Andrew White	Prior to entertainment starting- PM of 19 th November 2022



	HAZARD	CONSEQUENCE	CONTROLS	RISK RATING	ACTIONED BY	REVIEW
WOOD CHOPPING DISPLAY						
23	Injury from axe (participant)	<ul style="list-style-type: none"> Laceration/cut/Injury and serious injury to participant chopping wood, 	<ul style="list-style-type: none"> Spectators entering venue counted by gate staff Security on site to assist with moving crowds/dispersing Call police participants are part of an association of some description that provides cover to the participant and potential third party injuries? Frequent announcement over PA system 	Medium	Alan & Megan Scrivener	AM(prior to starting) of 19 th November 2022
24	Injury from flying object(timber) to spectator/volunteer	<ul style="list-style-type: none"> Injury and serious injury to persons watching wood chopping 	<ul style="list-style-type: none"> 10m distance perimeter between wood choppers and stand/seating of spectators 10m distance cordon off area for standing/by passing spectators Two marshals on site from starting time to patrol cordon area 	Medium	Andrew white/Alan Scrivener	Allan Scrivener to monitor during event (wood chopping coordinator contact for event)
BURN OUT DISPLAY						
25	Injury from wheel or rubber flying off vehicle (marshal or spectator)	<ul style="list-style-type: none"> Injury and serious injury to persons (marshal or spectator) 	<ul style="list-style-type: none"> Perimeter fence set up behind vehicle doing burn out, barriers on either side of display 5m distance perimeter between fence and spectators security on site to assist with moving crowds/dispersing 	Medium	Shane Carey	Shane Carey to review before and during event



	HAZARD	CONSEQUENCE	CONTROLS	RISK RATING	ACTIONED BY	REVIEW
			<ul style="list-style-type: none">Two marshals on site from starting time to patrol cordon area			



DIAGRAM 1- SITE MAP OF VENUE





ACTION REGISTER

USE: Based on the controls listed above, or when additional information is needed before determining a control, list this in the actions register.

ACTION	ACTION TO ALLOW RETURN	PERSON RESPONSIBLE	DUE DATE
1.	<ul style="list-style-type: none">Barriers and fencing, checking of infrastructure on site prior to event	Will Fenwicke	30/10/2022
2.	<ul style="list-style-type: none">Communication and notification to local residents surrounding venue of the event -crowds and noise	Brooke Jeffery	30/10/2022
3.	<ul style="list-style-type: none">Cleaning staff to be rostered/arranged, through Manager (council cleaners)	Karen Kermode	30/09/2022
4.	<ul style="list-style-type: none">Barrier tape/markers to cordon off area for wood chopping and demolition derby area	Will Fenwicke	30/10/2022



RISK MATRIX:

LIKELIHOOD TABLE				CONSEQUENCE TABLE					
LIKELIHOOD				Minimal	Minor	Moderate	Major	Severe	
LIKELY	Probable occurs in most circumstances	Major	Injury or illness that results in hospitalisation or temporary disability. Halt of event requiring investigation and outside assistance (eg Worksafe, Police, ambulance). Major financial loss.	Likely	Low	Medium	High	High	Extreme
POSSIBLE	Could occur at some time	Moderate	Injury or illness that results in medical treatment. Temporary halt of event requiring outside assistance (eg, ambulance, police, fire) High financial loss.	Possible	Minimal	Low	Medium	High	High
UNLIKELY	Not expected to occur	Minor	Injury or illness that requires first aid treatment only. Temporary halt of event. Medium financial loss.	Unlikely	Minimal	Low	Low	Medium	Medium
RARE	Exceptional circumstances only	Minimal	No injury or an injury that does not require treatment. No financial loss.	Rare	Minimal	Minimal	Minimal	Low	Low



RATING	DESCRIPTION
MINIMAL	rated risks are accepted by the Event Organiser and require no action, monitor.
LOW	rated risks are tolerated by the Event Organiser and managed by routine procedures.
MEDIUM	rated risks are managed by event management team.
HIGH	rated risks are monitored by senior event management team/organising committee
EXTREME	Immediate action required

Specific collection statement

The personal information requested on this form is being collected by Walcha Council for the purpose of providing a detailed outline of risks and hazards related to this event. This document will be shared with multiple agencies and emergency response agencies. If the personal information is not collected, we will be unable to support your event. We will not disclose your personal information without your consent, except where required to do so by law. Our [privacy policy](#) is available on our website www.walcha.nsw.gov.au



Item 11:

Delegate Reports



There are no Delegate Reports for October
2022



Item 12:

Questions with Notice



Item: 12.1 **Ref:** WO/2022/03039
Title: Question on Notice – Detailed Motorcycle Rally Budget
Author: Director Community & Tourism
Previous Items: Not Applicable
Attachment: No

**Community Strategic Plan Reference:
Strategy Numbers:**

*5.2.1 – Support and promote participation in Community events.
2.1.2 – Develop and market tourism products targeting identified markets (motorcyclists).
2.1.3 – Develop activities that encourage increased visitation frequency and stay length.*

RECOMMENDATION: **For Council’s information.**

Introduction:

This report has been prepared in response to the Mayors “Questions on Notice” from 28 September 2022 requesting a detailed budget of the Motorcycle Rally that is being planned for 17-19 November 2022.

Report:

Attached is the budget and actuals as at 19 October 2022. Ticket sales are lower than expected at this time due to a number of factors. They are:

- Continued wet weather
- Uncertainty surrounding the Oxley Highway road closures
- Tamworth Regional Council launching their own Motorcycle Rally this year that was held on the October long weekend
- Phillip Island MotoGP returning after a 2 year absence - 14-16 October 2022
- Coffs Harbour Festival of Motor Sport – 12-13 November 2022

With lower than projected tickets sales in mind, some changes have been made to reduce expenditure. We have also had two of our major “attractions” cancel, one due to increased insurance costs, and one due to injury. This has resulted in a saving to the budget, as they will not be replaced.

Income to date is \$39,085 against a budgeted \$93,000. Please note that a large proportion of our estimated income will be collected on the event weekend, with sales of tickets at the gate, sales of merchandise and bar sales. Entry fees for the majority of the events (barrel racing, show and shine etc) are also collected on the day.

Expenditure to date is \$11,947.87 against a budgeted \$103,599.18. Please note that staff time will now start to be charged to the event. Tourism staff have been combining rally planning and preparation within their normal hours, however in the month leading up to the event their



focus will shift mainly to the rally. A large volunteer contingent has been organised and this will help to keep the staff costs significantly lower than last year's event.

The estimated cost to Council as at 19 October 2022 is \$20,959.10. Please note that this figure includes the contingency allowance of \$10,400. If the contingency is not needed, the cost to Council reduces to \$10,600. This is \$24,400 lower than the \$35,000 that Council has budgeted for this event.



REVENUE/INCOME	Budget	Actuals	EXPENDITURE	Budget	Actuals
	Acutals as at 19/10/2022				
	ex GST			ex GST	
Grant - Event Incubator Fund	\$ 20,000.00	\$ 20,000.00	Admin assistance - contract	\$ 5,000.00	\$ 2,695.00
Grant - COVID Supplementary funding	\$ 5,000.00		Staff time	\$ 21,860.00	\$ 188.66
Kevin Anderson	\$ 7,500.00	\$ 7,500.00	Rubbish Removal	\$ 750.00	\$ -
Tickets - Rally Pass	\$ 16,500.00	\$ 13,145.00	Traffic Management on day	\$ 750.00	\$ -
* Gate sales of rally passes	\$ 3,250.00	\$ -	Barrier hire if required	\$ 2,000.00	\$ -
Day tickets	\$ 700.00	\$ 420.00	Volunteer Costs (Food voucher & drink)	\$ 1,150.00	\$ -
2354 Local Entry Fee	\$ 3,000.00	\$ -	Volunteer Costs (T-shirts)	\$ 687.50	\$ -
Merch Pack sales	\$ 5,000.00	\$ 4,400.00	Website updates	\$ 960.00	\$ 440.00
* Caps - merch sales	\$ 2,500.00	\$ -	Social Media, photography & videography	\$ 3,450.00	
* Stubby holders	\$ 400.00	\$ -	Signage	\$ 300.00	\$ 224.21
* T-shirts (non dated)	\$ 3,500.00	\$ -	Printing program & flyers	\$ 560.00	
* Leather Key Ring	\$ 500.00	\$ -	Advertising	\$ 5,120.00	\$ 4,400.00
* Patches	\$ 500.00	\$ -	Graphic Design work	\$ 1,000.00	\$ 1,000.00
Stall Holders	\$ 2,190.00	\$ 2,190.00	Bands + stage hire	\$ 10,000.00	
* Bar takings	\$ 9,000.00	\$ -	MC	\$ 4,000.00	
Sponsorship - Major	\$ -	\$ -	Ticketing Costs (commission)	\$ 700.00	
Sponsorship - Event and other	\$ 6,510.00	\$ 6,510.00	Security	\$ 10,000.00	
Camping Fee	\$ 5,400.00	\$ 4,920.00	Site Manager	\$ 3,575.00	
* Demolition Derby	\$ 1,000.00	\$ -	First Aid (Beneficial Safety)	\$ 1,050.00	
* Barrel Racing	\$ 200.00	\$ -	Loop Bus	\$ 345.00	
* Show & Shine entries (70)	\$ 350.00	\$ -	Showground Hire	\$ 4,400.00	
Sub total	\$ 93,000.00	\$ 39,085.00	Bar - Donation to Golf Club	\$ 2,000.00	
			Bar - drinks	\$ 5,000.00	
<i>* Income to be taken at the event</i>			Liquor Licence application	\$ 156.00	
			Wood chop	\$ 2,000.00	
			T-Shirts (merch pack)	\$ 3,308.18	
			Year Bar	\$ 220.00	
			Leather Key Ring	\$ 862.50	
			Stubby Holders	\$ 475.00	
			Dog Jumping	\$ 600.00	
			Demolition Derby	\$ 1,300.00	
			Burnout Comp	\$ 1,000.00	
			Stunt Rider - 2 day	\$ 6,000.00	\$ 3,000.00
			Dirt Bike Barrel Race	\$ 500.00	
			Show & Shine Trophies	\$ 270.00	
			B&B accommodation	\$ 1,150.00	
			Registration tent hire	\$ 1,100.00	
			Sub Total	\$ 103,599.18	\$ 11,947.87
			Contingency 10%	\$ 10,359.92	
			Total Expenditure (inc contingency)	\$ 113,959.10	
			Total Revenue budgeted	\$ 93,000.00	
			Profit / (Loss)	\$ (20,959.10)	
			Estimated Council Contribution	\$ (20,959.10)	
			including contingency		



Legal Implications:

There are no legal implications arising from this report.

Financial Implications:

The estimated cost to Council is within the approved \$35,000 budget.

Environmental Implications:

There are no environmental implications arising from this report.

Social Implications:

There are no legal implications arising from this report.

Policy Implications:

There are no policy implications arising from this report.