



BUSINESS PAPER
ORDINARY MEETING OF COUNCIL

To be held on

Wednesday, 25 September 2019

Commencing at

2:00pm

at

Walcha Council Chambers

Members:

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

Quorum – 5 Members to be Present

AGENDA

Submitted to Council: 25 September 2019

..... General Manager Mayor



Dear Mayor & Councillors

You are requested to attend the Ordinary Meeting of the Walcha Council to be held at Walcha Council Chambers, 2W Hamilton Street, Walcha on **Wednesday, 25 September 2019** commencing at **2:00pm**.

Yours sincerely

Jack O'Hara
GENERAL MANAGER

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1. Leave of Absences
 - 1.1 Clr Ferrier
2. Confirmation of Previous Minutes
 - 2.1 Minutes of the Ordinary Meeting held on Wednesday, 28 August 2019 at Walcha Council Chambers, Hamilton Street, Walcha. WO/2019/02238
3. Business Arising
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 - 6.7 Pecuniary Interest Annual Return for the Period 1 July 2018 to 30 June 2019
WO/2019/02264
7. Notices of Motion
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8. Matters of Urgency
(Resolution to admit matters of urgency before being further considered by Council).

Submitted to Council: 25 September 2019

..... General Manager Mayor



9. Management Review Report WO/2019/02379

10. Committee Reports

10.1

11. Delegates Reports

- 11.1 Minutes of the Walcha & District Historical Society Inc Annual General Meeting held at the Walcha Council Chambers, Hamilton Street, Walcha on Saturday, 27 July 2019. WI/2019/10304
- 11.2 Minutes of the Country Mayors Association of NSW Meeting held at Parliament House Sydney on Friday, 2 August 2019. WI/2019/10016
- 11.3 Minutes of the New England Bush Fire Management Committee Meeting held at the Rural Fire Control Centre Armidale on Tuesday, 20 August 2019. WI/2019/11264
- 11.4 Minutes of the Central Northern Regional Libraries Committee Meeting held at Ray Walsh House, Tamworth on Wednesday, 4 September 2019. WI/2019/11825

12. Committee of the Whole

- 12.0 Referral to Committee of the Whole – Compulsory Land Acquisition WO/2019/02440

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

Resolution to move into Open Council.

Resolution to adopt Committee of the Whole Report and Recommendations.

Submitted to Council: 25 September 2019

..... General Manager Mayor



Present:

Apologies:

**Confirmation of the Ordinary Meeting Minutes held on Wednesday,
28 August 2019:**

**Matters arising from the Minutes of the Ordinary Meeting held on Wednesday,
28 August 2019:**

Submitted to Council: 25 September 2019

..... General Manager Mayor



ORDINARY MEETING OF COUNCIL

held on

Wednesday, 28 August 2019

at

2:05pm

at

Walcha Council Chambers

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

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

1. APOLOGIES:

Nil.

MINUTES



2. CONFIRMATION OF THE ORDINARY MEETING MINUTES HELD ON WEDNESDAY, 31 JULY 2019:

19 **RESOLVED** on the Motion of Councillors Ferrier and Heazlett that the Minutes of the Ordinary Meeting held on Wednesday, 31 July 2019, copies of which have been distributed to all members, be taken as read and confirmed a **TRUE** record.

3. BUSINESS ARISING

Nil.

4. DECLARATIONS OF INTEREST

Nil.

5. MAYORAL MINUTE

Nil.

CHANGE OF ORDER

20 **RESOLVED** on the Motion of Councillors Lyon and Ferrier that Council change the Order of the Business paper to bring the Matters of Urgency and Committee of the Whole forward.

8. MATTERS OF URGENCY

21 **RESOLVED** on the Motion of Mayor Noakes that the Recruitment and Appointment of General Manager be considered as a matter of urgency.

12. COMMITTEE OF THE WHOLE

12.0 Committee of the Whole Referral – Tender for the Supply and Delivery of Concrete & Fibre Reinforced Pipes WO/2019/02160

22 **RESOLVED** on the Motion of Councillors Lyon and Wellings that, in accordance with the provisions of Section 10A(2)(c) of the Local Government Act, 1993, the matter of Tender for the Supply and Delivery of Concrete & Fibre Reinforced Pipes REGPRO621920 be referred to be discussed in Committee of the Whole 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.

Committee of the Whole Referral – Mayoral Report – Recruitment and Appointment of General Manager WO/2019/02225

23 **RESOLVED** on the Motion of Councillors Lyon and Wellings that, in accordance with the provisions of Section 10A(2)(d)(i) of the Local Government Act, 1993, the matter of Recruitment and Appointment of General Manger be referred to be discussed in Committee of the Whole for the reason that the report relates to



commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.

24 **RESOLVED** on the Motion of Councillors Lyon and Kealey that Council resolve into Committee of the Whole and that the press and public be excluded from the entire proceedings of the Meeting of the Committee of the Whole for the reason that the report relates to commercial information that would, if disclosed, prejudice the commercial position of the person who supplied it.

25 The Meeting resumed in **OPEN** Council on the Motion of Councillors Lyon and Ferrier.
The Mayor reported whilst in Committee of the Whole the following matters were discussed.

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

**2.1 Tender for the Supply and Delivery of Concrete & Fibre Reinforced Pipes
REGPRO621920 WINT/2019/02160**

The Committee **RECOMMEND** on the Motion of Councillors Wellings and Kealey that Council **ACCEPT** the Tender Submitted by Holcim (Australia) Pty Ltd T/as Humes as recommended by the Regional Procurement Tender.

2.2 Mayoral Report – Recruitment and Appointment of the General Manager

The Committee **RECOMMENDED** on the Motion of Councillors Kermode and Ferrier:

1. That the Preferred Candidate selected by the Recruitment Panel at interview for the position of General Manager of Walcha Council, and as outlined in the Process and Outcome report by the Recruitment Consultant and circulated to Councillors separately be offered the position and the Mayor and Deputy Mayor, with advice from the Recruitment Consultant, be authorised to finalise negotiations based on the provisions outlined in the Recruitment Consultants report.
2. That no public announcement of the name of the successful candidate be made until the Mayor has obtained a written acceptance of the offer from the Preferred Candidate.
3. That the Employment Contract between the appointee and the Council be executed under the Common Seal of the Council **FURTHER THAT** be attested to by the Mayor and the Deputy Mayor.
4. That the Council thank the members of the Recruitment Panel for their diligence and commitment in overseeing the recruitment process.



ADOPTION OF COMMITTEE OF THE WHOLE

26 **RESOLVED** on the Motion of Councillors Ferrier and Wellings that the Report and Recommendations of the Meeting of the Walcha Council Committee of the Whole held on Wednesday, 28 August 2019 be **ADOPTED** by Council.

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

Matters of Urgency Matter Number 2:

The matter of FREE Ticket entry to the Walcha Rugby Union was raised as a Matter of Urgency by Clr Lyon and Clr Kermode. It was ruled as a matter of urgency by the Chairperson.

27 **RESOLVED** on the Motion of Councillors Lyon and Wellings that Council provide FREE ENTRY to Walcha residents to the Central North Rugby grand final on the proviso that Walcha qualifies for a home Grand Final.

6. SENIOR OFFICERS REPORT

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

6.1 Internal Reporting – Public Interest Disclosures Policy WO/2019/02148

29 **RESOLVED** on the Motion of Councillors Lyon and Ferrier that Council **ADOPT** the Draft Internal Reporting – Public Interest Disclosures Policy and Procedures as presented.

6.2 Refer 2018 – 2019 Financial Statements to Audit WO/2019/02128

30 **RESOLVED** on the Motion of Councillors Kealey and Heazlett that the 2018 – 2019 Financial Reports be referred for Audit **FURTHER THAT** a Statement in accordance with Section 413(2)(c) of the Local Government Act 1993, be completed and signed by the appropriate signatories.

6.3 Draft Councillor Induction and Professional Development Policy 2019 WO/2019/02161

31 **RESOLVED** on the Motion of Councillors Kealey and Wellings that Council:
1. Exhibit the Draft Councillor Induction and Professional Development Policy 2019 for a period of 28 days; and
2. **ADOPT** the Draft Councillor Induction and Professional Development Policy 2019 as presented subject to no submissions received during the exhibition policy.

6.4 Food Regulation Activity Annual Report WO/2019/02138

The Report was **NOTED** by Council.



7. NOTICE OF MOTION

Nil.

9. MANAGEMENT REVIEW REPORTS

WO/2019/02140

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

10. COMMITTEE REPORTS

10.1 Minutes of the Walcha Council Arts Advisory Committee Meeting held in the Council Chambers, Hamilton Street Walcha on Tuesday, 13 August 2019.

WO/2019/02091

3.3 LGA Boundary Signage – update

33 **RESOLVED** on the Motion of Councillors Kealey and Wellings that the proposed design of the Local Government Area boundary signage is confirmed and referred to the Aboriginal Advisory Committee for their approval and to seek clarification of the Aboriginal land boundaries.

4.3 Review of Policy related to Gallery and Management of Exhibition

34 **RESOLVED** on the Motion of Councillors Kealey and Wellings that the Committee hold a workshop with Caroline Downer, Executive Director of Arts North West, to develop a suite of Public Art Policies to be presented to Council.

4.4 Future Projects

35 **RESOLVED** on the Motion of Councillors Kealey and Heazlett that Council:

1. commission a \$30,000 stand alone sandstone sculpture by Michael Purdy to be situated outside the National Australia Bank, with the Sculpture and installation to be funded by the \$20,000 donation and funds that have been carried over from the Arts Budget.
2. request a concept design from the artist through the Arts Advisory Committee for approval.

11. DELEGATE REPORTS

Nil.

THERE BEING NO FURTHER BUSINESS THE CHAIRMAN DECLARED THE MEETING CLOSED AT 3:45PM.



Item 6:

Senior Officers'

Reports

Submitted to Council: 25 September 2019

..... General Manager Mayor



Item: 6.1 **Ref:** WO/2019/02387
Title: Refer Amended 2018 2019 Financial Statements to Audit
Author: General Manager
Previous Items: WO/19/2128 – Refer 2019 2019 Financial Statements to Audit
Attachment: Yes

Community Strategic Plan Reference:

Strategy 8.2.1 – Maintain a stable and secure financial structure for Council.

Summary:

Section 413(2) (c) of the Local Government Act 1993 states that a Council must prepare financial reports for each year and refer the Reports for Audit.

Report:

Section 413(2) (c) of the Local Government Act stipulates that Council’s Financial Reports must include a statement made by Council that indicates the following:

- a) Whether or not the Council’s Annual Reports have been drawn up in accordance with:
 - ◆ The Act and Regulations; and
 - ◆ The Statement of Accounting Concepts; and
 - ◆ The Local Government Code of Accounting Practice and Financial Reporting; and
- b) Whether or not those Reports represent fairly the Council’s Financial Position and operation result for the year; and
- c) Whether or not those Reports accord with the Council’s accounting and other records; and
- d) Whether or not the signatories know of anything that would make those Reports false or misleading in any way;

and include such information and explanations as will prevent those Reports from being misleading because of any qualification that is included in the Statement.

The above Statement must:

- a) be made by Resolution of the Council; and
- b) be signed by:
 - ◆ the Mayor; and
 - ◆ at least one other member of Council; and
 - ◆ the Responsible Accounting Officer; and
 - ◆ the General Manager

RECOMMENDATION: That the amended 2018/2019 Financial Reports be referred for Audit and **FURTHER THAT** a Statement in accordance with Section 413(2) (c) of the Local Government Act 1993 be completed and signed by the appropriate signatories.

Submitted to Council: 25 September 2019

..... General Manager Mayor



WALCHA COUNCIL

**GENERAL PURPOSE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2019**

**STATEMENT BY COUNCILLORS AND MANAGEMENT
MADE PURSUANT TO SECTION 413 (2) (c)
OF THE LOCAL GOVERNMENT ACT 1993 (NSW) (as amended)**

The attached General Purpose Financial Statements have been drawn up in accordance with:

- *The Local Government Act 1993 (NSW) (as amended) and the Regulations made thereunder,*
- The Australian Accounting Standards and professional pronouncements; and
- *The Local Government Code of Accounting Practice and Financial Reporting,*

To the best of our knowledge and belief, these financial statements:

- Present fairly the Council’s financial position and operating result for the year, and
- Accord with Council’s accounting and other records.

We are not aware of any matter that would render the reports false or misleading in any way.

Signed in accordance with a resolution of Council made on 25 September 2019.

.....
Eric Noakes
MAYOR

.....
Clint Lyon
COUNCILLOR

.....
Jack O’Hara
GENERAL MANAGER

.....
Rosemary Strobel
RESPONSIBLE ACCOUNTING OFFICER

.....

.....

Submitted to Council: 25 September 2019

..... General Manager Mayor



WALCHA COUNCIL

**SPECIAL PURPOSE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2019**

**STATEMENT BY COUNCILLORS AND MANAGEMENT
MADE PURSUANT TO THE LOCAL GOVERNMENT
CODE OF ACCOUNTING PRACTICE AND FINANCIAL REPORTING**

The attached Special Purpose Financial Statements have been drawn up in accordance with:

- NSW Government Policy Statement *“Application of National Competition Policy to Local Government”*;
- Office of Local Government guidelines *“Pricing and Costing for Council Businesses: A Guide to Competitive Neutrality”*;
- The Local Government *Code of Accounting Practice and Financial Reporting*; and
- The NSW Office of Water *“Best Practice Management of Water Supply and Sewerage guidelines”*.

To the best of our knowledge and belief, these statements:

- Present fairly the financial position and operating result for each of Council’s declared Business Units for the year;
- Accord with Council’s accounting and other records; and
- Present overhead reallocation charges to the water and sewerage businesses as fair and reasonable

We are not aware of any matter that would render the reports false or misleading in any way.

Signed in accordance with a resolution of Council made on 25 September 2019.

.....

Eric Noakes

MAYOR

.....

Jack O’Hara

GENERAL MANAGER

.....

Clint Lyon

COUNCILLOR

.....

Rosemary Strobel

RESPONSIBLE ACCOUNTING OFFICER

Submitted to Council: 25 September 2019

..... General Manager Mayor



Item: 6.2 **Ref:** WO/2019/02297
Title: Grants for Junior Sporting / Coaching Clinics
Author: General Manager
Previous Items: Not Applicable
Attachment: Yes

Community Strategic Plan Reference:

Strategy: 5.2.1 – Support service, sporting and other community groups.

Introduction:

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

Report:

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

Council’s policy states:

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

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

- 1. Walcha Flippers Swimming Club – 45 participants requesting \$1,800.
- 2. Walcha & District Tennis Association - \$800.

Copies of applications are attached to the report. Council’s 2019/2020 Budget allocation is \$5,000.

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

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

Submitted to Council: 25 September 2019

..... General Manager Mayor



Walcha Council

APPLICATION FOR JUNIOR COACHING CLINIC GRANTS

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

Name of organisation: Walcha District Tennis Assoc.

Postal address: P.O. Box 193
Walcha 2354

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

We hope to once again hold this clinic in the January school holidays. Most likely the last week of the holidays.

We would anticipate catering for around 30+ children aged from 5-12 (up to 15) years.

Hopefully the children will enjoy the games and skill lessons the qualified coaches will provide and will foster a love of the game and gain important skills for playing the game. They will also be shown tennis etiquette and be encouraged to show sportsmanship.

Submitted to Council: 25 September 2019

..... General Manager Mayor



Date of clinic: January 2020

Venue: Walcha Tennis Courts

Cost of coaches and/or instructors: \$ 800

Expected cost per participant (if grant funds are not available):
\$ 30

Amount of grant requested: \$ 800

Without grant assistance will this clinic proceed? Please provide details

Yes. We are committed to providing a holiday coaching clinic to the children of Walcha. This clinic has been held for a number of years and has been enjoyed by many Walcha and visiting children. If we do not receive a grant the club will fund the clinic.

Contact person: Trish Partridge

Position: Secretary

Phone number: 02 67778150 / 0427359626

Signed: [Signature]

Date: 7.8.19

Submitted to Council: 25 September 2019

..... General Manager Mayor



Walcha Council

APPLICATION FOR JUNIOR COACHING CLINIC GRANTS

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

Name of organisation: WALCHA FLIPPERS SWIMMING CLUB

Postal address: PO BOX 34

WALCHA NSW 2354

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

WE WOULD ARRANGE FOR HARWOOD SWIMMING INSTRUCTORS
TO COME DOWN. THEY HAVE GENERALLY SENT 8-10
INSTRUCTORS. IT WOULD BE HELD ON THE LAST SUNDAY
BEFORE THE START OF SCHOOL TERM 2020. THE CLINIC
ADDRESSES STROKE CORRECTION; STROKE DEVELOPMENT; FITNESS;
RACE PREPARATION; RACE TECHNIQUES; DIET; RACE
STRATEGY. THE TIMING IS GOOD AS IT IS JUST
BEFORE THE LOCAL SCHOOL CARNIVALS. IT WOULD
BE OPEN TO ALL SWIMMING CLUB MEMBERS. THE
SWIM CLINIC HAS BEEN A GREAT SUCCESS. LAST YEAR
OVER 45 PEOPLE PARTICIPATED FOR THE THREE HOUR
SESSION - AGES RANGED FROM 6 - 17 YEARS.

Submitted to Council: 25 September 2019

..... General Manager Mayor



Date of clinic: LAST SUNDAY OF SUMMER HOLIDAYS

Venue: WALCHA

Cost of coaches and/or instructors: \$1800.00

Expected cost per participant (if grant funds are not available):
\$1,800.00 or \$40 per swimmer

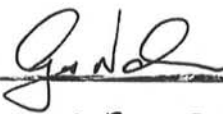
Amount of grant requested: \$1,800.00

Without grant assistance will this clinic proceed? Please provide details
YES IT WILL. IT IS LIKELY THAT A LOT OF CHILDREN WOULD NOT BE ABLE TO ATTEND DUE TO COST. THIS WOULD BE A SHAME. SWIMMING CLUB WOULD BE UNABLE TO SUPPORT THE CLINIC ON ITS OWN. THE CLUB HAS OVER 80 MEMBERS AND IF WE WERE TO FUND IT WOULD RESULT IN SUBS HAVING TO DOUBLE. WE AS A COMMITTEE HAS BEEN VERY SUCCESSFUL IN KEEPING THE COST OF SWIMMING CLUB SUBS DOWN & BELIEVE IT IS A REASON FOR THE STRONG NUMBERS. 2013 WE HAD 25 MEMBERS.

Contact person: ANGUS WARDEN

Position: PRESIDENT (2018/19)

Phone number: 0417 44 11 90

Signed: 

Date: 1.8.2019

Submitted to Council: 25 September 2019

..... General Manager Mayor



Item: 6.3 **Ref:** WO/2019/02364
Title: Part Day Public Holiday Walcha Races 2020 & 2021
Author: General Manager
Previous Items: Not Applicable
Attachment:

Community Strategic Plan Reference:

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

Strategy 5.2.3: *Support service, sporting and other community groups.*

Introduction:

This Report is to consider applying for a Part Day Public Holiday for the Walcha Races in 2020 & 2021. Council endorsed the application for the 2018 & 2019 Part Day Public Holiday for the Walcha Races in October 2017. The second component of that resolution was to survey the community and key stakeholders after the 2018 & 2019 Part Day Public Holiday to ensure that Council receive a true and fresh account of the positives and/or negatives of holding the part day public holiday.

Report:

The Act permits the Minister for Industrial Relations to declare a local public holiday or a local event day for the whole or part of the Council’s local government area. This may be limited to a particular location in the Council’s area, such as the boundaries of a particular town or a police district in an area nominated by the Council.

As in the previous few years, Council must carry out public consultation before applying. Council must consider and be aware of the potential impact the application will have upon businesses and communities located within the designated public holiday areas. This means that all employees whose place of work is within a local public holiday area will be entitled to be absent from work on the day or half day or part day that is the local public holiday or half holiday or part holiday. In addition, employees who work on the day or part day may then have an entitlement to penalty rates.

The NSW Industrial Relations expects Council to consider the impact on local schools and on the transport of school students who attend school on this day. In this regard it is expected that the consultation process with local schools will take account of the transportation arrangements for students who attend school on the day.

In 2017 Council ran a survey with positive results for the Part Day Public Holiday.

The following extract is from a letter sent to Council explaining the process and matters to be considered.

Submitted to Council: 25 September 2019

..... General Manager Mayor



Declaration of a Local Public Holiday

In circumstances where a local public holiday is declared by the Minister, a bank located in the designated holiday area will be required to close during the declared public holiday hours unless the bank is exempted from the requirement to close under Part 3A of the *Retail Trading Act 2008*. Shops located within the designated holiday area are free to open without restriction.

Where it is proposed to request a half-day public holiday, consideration should be given to the effect that the half day holiday will have on local schools and on the transport of students who attend school on the day. **In this regard, it is expected that the consultation process with local schools will take account of the transport arrangements for students on the half day.**

Implications for Employers

The public holiday provisions contained in the National Employment Standards of the *Fair Work Act 2009* (Cth) apply to local public holidays declared under the *Public Holidays Act 2010*. This means that all employees irrespective of their former entitlements and whose place of work is within a local public holiday area will be entitled to be absent from work for the day or part day declared to be a public holiday. In addition, employees who work on the day or part day may have an entitlement to penalty rates under a relevant award or enterprise agreement.

In considering an application to the Minister for a public holiday or part-day holiday, it is expected that the Council will consult with the affected community and other relevant stakeholders as to the impact of a local public holiday or part-holiday on businesses located in the local government area.

Declaration of a Local Event Day

The Minister may declare a local event day or part day at the request of a council under section 8 of the *Public Holidays Act 2010*. However, the Minister must be satisfied from the information provided by the Council that the day or part day is, and will be observed as, a day of special significance in the area concerned.

Submitted to Council: 25 September 2019

..... General Manager Mayor



The declaration of a local event day or part day does **not preclude banks or shops located within the designated holiday area from opening or trading on the day.**
Implications for Employers

A declared local event day does not automatically mean that employers in the particular locality are compelled to treat the day as a public holiday. Entitlements to paid leave or penalty rates on a local event day will only arise where agreed to at the workplace level, usually in the form of an enterprise agreement or by contract. This goes some way to restoring the industrial arrangements that existed prior to changes in the Commonwealth workplace laws.

The application process

An application for the declaration of a local public holiday or local event day (including a part-day holiday or event day) must be made in writing to the Executive Director, NSW Industrial Relations, and contain the following information:

1. a statement regarding the history of the event and whether the event day has traditionally been observed as a full or half-day public holiday.
2. the date, the designated area and, if relevant, the hours during which the public holiday or local event day is to be observed;
3. the extent of community consultation undertaken in respect of the proposal;
4. copies of advertisements seeking public comment and a summary of the responses from the local community;
5. a summary of correspondence to, and responses from, relevant stakeholders, including bank managers; school principals; and chambers of commerce regarding the Council's proposal.
6. internal reports or information prepared for consideration by the Council and a copy of the Council's resolution authorising the making of the application;
7. where an application is made for a public holiday or part-day holiday, details of:
 - alternatives considered by the Council including the declaration a local event day; and
 - transport arrangements for school students.

In 2015 legislation changed so that applications could be made for local public holiday and local event days over a consecutive two year period for the holding or celebration of annual events, such as a local show day, race day or carnival. It is now expected that Council provide additional information focused on the economic and social importance of the event for the designated holiday area. Council must conduct a consultation process as to the proposed application and provide information indicating:

- The level of support for and against the application from local businesses and stakeholders
- The economic benefits to the local community in terms of employment, business activity, tourism and industry promotion of the region
- The importance of the event from a social and community prospective.

Submitted to Council: 25 September 2019

..... General Manager Mayor



It is therefore recommended that Council run a Survey asking the same questions as the previous survey. This survey to be completed over the next three weeks with the results to be considered at the October Council meeting.

It is also recommended to write to both Schools, Walcha Central and St Patricks, as well as Macphersons / Oxley Explorer bus company, specifically requesting if there were any problems resulting from the Part Day Public Holiday over the last two years.

Each application to the Minister must state if the request was approved by Council resolution, if other options were considered, e.g. local event day, and to what extent the community consultation was taken in respect of the request.

As per previous years, Council would apply for a part day public holiday from 12 noon to 6pm which would assist the hospitality employers in not paying penalty rates after 6pm.

RECOMMENDATION:

That Council ENDORSE a Survey of the businesses and community to gauge if the community are in favour of the Part Day Public Holiday in February 2020 and 2021 for the running of the Walcha Races.

Submitted to Council: 25 September 2019

..... General Manager Mayor

Walcha Council
Ordinary Council Meeting
25 September 2019



Item: 6.4 **Ref:** WO/2019/02388
Title: Interim Audit Management Letter Year Ending June 2019
Author: General Manager
Previous Items:
Attachment: WI/2019/11884 – Interim Audit Management Letter Year Ending June 2019

Community Strategic Plan Reference:
Strategy 8.2.1: Maintain a stable and secure financial structure for Council.

Report

The Audit Office NSW has issued the Management Letter from the Interim Audit for the year ending June 2019. Copy attached.

RECOMMENDATION:

That the report be NOTED by Council.

Submitted to Council: 25 September 2019

..... General Manager Mayor

Walcha Council
Ordinary Council Meeting
25 September 2019



Mr Jack O'Hara
General Manager
Walcha Council
PO BOX 2
WALCHA NSW 2354

Contact: Chris Harper
Phone no: 02 9275 7374
Our ref: D1914519/1800

16 September 2019

Dear Mr O'Hara

**Management Letter on the Interim Phase of the Audit
for the Year Ended 30 June 2019**

The interim phase of our audit for the year ended 30 June 2019 is complete. This letter outlines:

- matters of governance interest we identified during the current audit
- unresolved matters identified during previous audits
- matters we are required to communicate under Australian Auditing Standards.

We planned and carried out our audit to obtain reasonable assurance the financial statements are free from material misstatement. Because our audit is not designed to identify all matters that may be of governance interest to you, there may be other matters that did not come to our attention.

The audit is ongoing and we will inform you if we identify any new matters of governance interest as they arise. For each matter in this letter, we have included our observations, risk assessment and recommendations. The risk assessment is based on our understanding of your business. Management should make its own assessment of the risks to the organisation.

We have kept management informed of the issues included in this letter as they have arisen. This letter includes management's formal responses, the person responsible for addressing the matter and the date by which this should be actioned.

The Auditor-General may include items listed in this letter in the Report to Parliament.

Submitted to Council: 25 September 2019

..... General Manager Mayor

Walcha Council
Ordinary Council Meeting
25 September 2019



If you would like to discuss any of the matters raised in this letter, please contact me on 9275 7374 or Paul Cornall on 02 6773 8400.

Yours sincerely

A handwritten signature in black ink, appearing to read 'C Harper'.

Chris Harper
Director, Financial Audit Services

cc: Cr Eric Noakes, Mayor
Mr Mike O'Connor, Chair, Audit Risk & Improvement Committee
Ms Rosemary Strobel, Chief Financial Officer
Mr Paul Cornall, Principal, Forsyths

Submitted to Council: 25 September 2019

..... General Manager Mayor



Interim Management Letter

for the year ended 30 June 2019

Walcha Council



FINANCIAL AUDIT

INSIGHTS FOR BETTER GOVERNMENT

Submitted to Council: 25 September 2019

..... General Manager Mayor



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We have rated the risk of each issue as 'Extreme', 'High', 'Moderate' or 'Low' based on the likelihood of the risk occurring and the consequences if the risk does occur.

The risk assessment matrix used is consistent with the risk management framework in TPP12-03 'Risk Management Toolkit for the NSW Public Sector'.

This framework may be used as better practice for councils.

		CONSEQUENCE			
		Low	Medium	High	Very high
LIKELIHOOD	Almost certain	M	M	H	E
	Likely	L	M	H	H
	Possible	L	M	M	H
	Rare	L	L	M	M

The risk level is a combination of the consequences and likelihood. The position within the matrix corresponds to the risk levels below.

RISK LEVELS	MATRIX REFERENCE
⊗ Extreme:	E
! High:	H
— Moderate:	M
✓ Low:	L

Submitted to Council: 25 September 2019

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For each issue identified, we have used the consequence and likelihood tables from [TPP12-03](#) to guide our assessment.

Consequence levels and descriptors

Consequence level	Consequence level description
Very high	<ul style="list-style-type: none"> Affects the ability of your entire entity to achieve its objectives and may require third party intervention; Arises from a fundamental systemic failure of governance practices and/or internal controls across the entity; or May result in an inability for the auditor to issue an audit opinion or issue an unqualified audit opinion.
High	<ul style="list-style-type: none"> Affects the ability of your entire entity to achieve its objectives and requires significant coordinated management effort at the executive level; Arises from a widespread failure of governance practices and/or internal controls affecting most parts of the entity; or May result in an inability for the auditor to issue an unqualified audit opinion.
Medium	<ul style="list-style-type: none"> Affects the ability of a single business unit in your entity to achieve its objectives but requires management effort from areas outside the business unit; or Arises from ineffective governance practices and/or internal controls affecting several parts of the entity.
Low	<ul style="list-style-type: none"> Affects the ability of a single business unit in your entity to achieve its objectives and can be managed within normal management practices; or Arises from isolated ineffective governance practices and/or internal controls affecting a small part of the entity.

Likelihood levels and descriptors

Likelihood level	Frequency	Probability
Almost certain	The event is expected to occur in most circumstances, and frequently during the year	More than 99 per cent
Likely	The event will probably occur once during the year	More than 20 per cent and up to 99 per cent
Possible	The event might occur at some time in the next five years	More than 1 per cent and up to 20 per cent
Rare	The event could occur in exceptional circumstances	Less than 1 per cent

Submitted to Council: 25 September 2019

..... General Manager Mayor



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Summary of issues

Issue	Detail	Likelihood	Consequence	Risk assessment
1	Assessment of the impact of the Accounting Standards issued but not yet effective	Possible	High	⊖ Moderate
2	Cyber Security	Likely	Medium	⊖ Moderate
3	Fraud Controls	Possible	Medium	⊖ Moderate
4	Code of Conduct	Likely	Medium	⊖ Moderate
5	Absence of Public Interest Disclosure Policy	Possible	Medium	⊖ Moderate

Appendix

[Review of Matters Raised in Prior Years](#)

Submitted to Council: 25 September 2019

..... General Manager Mayor



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Issue 1: Assessment of the impact of the Accounting Standards issued but not yet effective

Likelihood	Consequence	Systemic issue	Category	Risk assessment
Possible	High	No	Reporting	Moderate

Observation

In the prior year we noted the Local Government Code of Accounting Practice and Reporting (Code Update 26) introduced four new accounting standards issued by the Australian Accounting Standards Board that were not yet effective, but required disclosure in Councils financial statements for the year ended 30 June 2018:

- AASB 9 Financial Instruments (effective for annual reporting periods beginning on or after 1 January 2018)
- AASB 15 Revenue (effective for annual reporting periods beginning on or after 1 January 2019)
- AASB 16 Leases (effective for annual reporting periods beginning on or after 1 January 2019)
- AASB 1058 Income of Not-For-Profit Entities (effective for annual reporting periods beginning on or after 1 January 2019).

During our interim visit, Council had not yet prepared a position paper outlining its assessment of the impact these standards will have on the financial statements. We also note that AASB 9 is effective for the 30 June 2019 financial statements.

Implications

Council's may not:

- comply with the Local Government Code of Accounting Practice and Financial Reporting (Update 27) if the impact of these accounting standards is not assessed and adequately disclosed in the 30 June 2019 financial statements
- have appropriately considered any required changes to systems and processes, including any requirements to train staff and update accounting policies.

Recommendation

For AASB 9, Council should ensure they have applied the changes in the 30 June 2019 financial statements. Council should assess the impact of the three accounting standards issued but not yet effective (AASB 15, 16 and 1058) to enable full disclosure of the potential effect of these standards in the 30 June 2019 financial statements. Council should have a plan for implementing the requirements of these standards in the 2019–20 financial year.

Management response

Agree

Council will not be impacted by AASB 9 since all investments are held in Term Deposits.

The effects of AASB 16 have been calculated and a draft workpaper was provided to Forsyths at the interim audit. There are no material changes to the workpaper and the effects will be included in the financial statements.

AASB 1058 applies to unspent capital grants where Council has received funding to construct or upgrade Council owned assets and the funding contract is enforceable. Currently those funds are recognised in Note 6 as external restrictions, the total amount for 2019 is estimated to be \$525,000. With the implementation of the new standard, Council's funding income will be reduced by this amount and a liability will be reported in the statements.

Person responsible:	Date (to be) actioned:
Rose Strobel, CFO	August 2019

Submitted to Council: 25 September 2019

..... General Manager Mayor



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Issue 2: Cyber Security

Likelihood	Consequence	Systemic issue	Category	Risk assessment
Likely	Medium	No	Governance	Moderate

Observation

The Council does not have a cyber security framework, including formal policies and procedures covering the identification, protection, detection, response and recovery of information systems.

Additionally, the cyber security risks have been addressed in the IT-Consultants Risk Register, but not been identified and recorded in the Council's risk register, nor is there a register maintained which details incidents of cyber-attack.

Implications

Cyber security risks may result in:

- theft of information such as personal data
- inappropriate access to critical technology
- hijacking of systems for profit or malicious intent
- financial losses.

If Council does not have a formal cyber security framework / policy, there is an increased risk Council is less prepared to identify and respond to cyber incidents in the most effective way.

Recommendation

Management should:

- establish a cyber security framework, including formal policies and procedures covering:
 - definition of cyber incidents
 - staff roles and responsibilities
 - containment and mitigation strategies
 - required reporting in the event of a cyber incident
 - recovery plans following a cyber incident
- create a register of cyber incidents and processes to ensure all incidents are captured on a timely basis. The register should include:
 - records of attempted cyber incidents that were blocked / intercepted
 - an estimate of financial loss from the incident
 - details of how the incident was resolved.

The register should be reviewed regularly for completeness and resolution of any outstanding matters.
- assess the impacts of cyber security risks including:
 - incorporating cyber risks in the Council's risk register, with an assigned risk owner and action plans
 - identifying internal controls that mitigate cyber risks
 - periodically assessing the internal controls for effectiveness and accuracy to mitigate the risk.
- provide formal training to all staff to embed a culture of cyber security awareness. The training program may need to be tailored for different staff roles that may be more susceptible to cyber-attack attempts.

Management response

Agree

Council relies on its external contractors to monitor cyber security; however we will implement formal policies and procedures to formalise cyber management and educate staff.

Person responsible:

Rose Strobel, CFO/ Noel O'Brian

Date (to be) actioned:

June 2020

Submitted to Council: 25 September 2019

..... General Manager Mayor



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Issue 3: Fraud Controls

Likelihood	Consequence	Systemic issue	Category	Risk assessment
Possible	Medium	No	Governance	Moderate

Observation

Our review of fraud controls identified, Council has not:

- reviewed or updated its Fraud Policy since April 2009
- created a Fraud Control Plan
- performed a formal fraud risk assessment or a fraud control health check
- provided regular fraud awareness training for staff and fraud awareness information for new starters
- provided information for members of the public to report suspected fraud.

Implications

Outdated policies increase the risk of inconsistent application across the Council and may not reflect current legislative requirements or best practice.

There is a risk that fraud or corrupt conduct may not be identified or reported, exposing the Council to financial and reputational losses.

Recommendation

Management should:

- establish a fraud control plan that direct resources to mitigate the specific fraud risks faced.
- perform a fraud risk assessment and:
 - incorporate fraud risks in the Council's risk register, including assigned risk owner and action plans
 - identify internal controls that mitigate fraud risks
 - periodically assess the internal controls for effectiveness and accuracy of the residual risk rating
- perform regular fraud control health checks to help identify areas where fraud controls may need refreshing or improving. Fraud control health checks are a useful way to measure staff understanding of the fraud control policy.
- include fraud prevention awareness as a formal part of employee induction
- consider additional fraud training for staff in business areas susceptible to fraud
- implement an annual attestation process for employees to confirm their responsibilities on and adherence to fraud prevention
- have information on their website to inform the public how they can report suspected cases of fraud
- conduct community awareness campaigns that provide information to the public about how to report conduct that they suspect may be fraudulent
- the community communication process should be appropriately secured, with sufficient protection for the privacy for the reporting person.

Management response

Agree

Council considers that effective fraud controls are in place, however these are not well documented. Council will formalise its controls and create policies and frameworks as recommended.

Person responsible:	Date (to be) actioned:
Rose Strobel/ Noel O'Brian	June 2020

Submitted to Council: 25 September 2019

..... General Manager Mayor



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Issue 4: Code of Conduct

Likelihood	Consequence	Systemic issue	Category	Risk assessment
Likely	Medium	No	Compliance	Moderate

Observation

Council does not make it an annual requirement for existing staff to sign-off on the code of conduct.

Implications

It is important employees regularly attest to the Code of conduct to evidence their commitment to ethical behaviour.

Recommendation

Management should update its policies and procedures to make it an annual requirement for staff to review and sign-off on the Council's code of conduct.

Management response

Agree

Council has recently updated its Code of Conduct and is currently conducting mandatory training for all employees. All new employees are provided with the Code of Conduct.

Person responsible:	Date (to be) actioned:
Karla Lovell, HR Manager	August 2019



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Issue 5: Absence of Public Interest Disclosure Policy

Likelihood	Consequence	Systemic issue	Category	Risk assessment
Possible	Medium	No	Governance	Moderate

Observation

The Council does not have a Public Interest Disclosure (PID) Policy. PID policies are a requirement of the *Public Interest Disclosure Act 1994*.

The purpose of a PID policy is to establish a reporting system for public officials to report allegations of impropriety without fear of reprisal. Organisational processes and procedures for reporting wrongdoing such as fraud are vital to good governance.

Implications

There is an increased risk that public interest disclosures are not managed appropriately. The Council is not in compliance with the *Public Interest Disclosures Act 1994*.

Recommendation

Management should establish a formal Public Interest Disclosure Policy that outlines their requirements to report potential fraud.

The policy should define staff responsibilities and clear measures to:

- protect those who make disclosures and maintain confidentiality
- review disclosures for investigation, referral and reporting.

Management response

Agree

Council has an Internal Policy for Public Interest Disclosures that was adopted by Council in 2011. The policy will be reviewed and presented to the August 2019 council meeting. It will then be circulated to all employees.

Person responsible:	Date (to be) actioned:
Rose Strobel/ Noel O'Brian	August 2019

Submitted to Council: 25 September 2019

..... General Manager Mayor



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Appendix

Review of matters raised in prior year management letters

The issues in this appendix were raised in previous management letters. For each of these issues, we have determined:

- how management has addressed the issue in the current year
- what management still needs to do to address unresolved issues.

Prior issues raised	Risk assessment	Assessment of action taken	Recommendation
Information technology (IT) governance	⊖ Moderate	Matter has been addressed by management	Nil as matter addressed
Legislative Compliance Framework	⊖ Moderate	Management attest these matters have been addressed.	To be reviewed by the audit team at year end.
Contract Management Policy	⊕ Low		
Project Costing Methodology	⊕ Low		
Recognition of Crown Land	⊕ Low		

Submitted to Council: 25 September 2019

..... General Manager Mayor



Item: 6.5 **Ref:** WO/2019/02432
Title: Change of Meeting Date for December 2020 & January & February 2020
Author: General Manager
Previous Items: Not Applicable
Attachment: Yes

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.*

Report

The Meeting for December is scheduled to be held on 25 December 2019 CHRISTMAS DAY which is a public holiday, and it is therefore suggested that the Meeting be brought forward to Wednesday, 18 December 2019.

Council is also scheduled to meet on Wednesday, 29 January 2020. In past years, Council has cancelled the January meeting due to Councillors and Senior Staff being away on holidays. It is therefore suggested that the January 2020 Ordinary Meeting be likewise cancelled.

In view of this it is proposed to bring the February 2020 Council Meeting forward to the middle of February, that being Wednesday, 12 February 2020.

The Local Government Act, 1993 requires that Council meet at least 10 times in the year, each time in a different month. Council can cancel the January meeting and still satisfy this requirement.

In accordance with policy, Council’s offices will be closed between Christmas and New Year and staff granted special leave with pay in recognition of unpaid hours worked during the year.

RECOMMENDATION:

That the December 2019 Ordinary Council Meeting be held on Wednesday, 18 December 2019 FURTHER THAT the January 2020 Ordinary Council Meeting be cancelled and the February 2020 be held on Wednesday, 12 February 2020.

Submitted to Council: 25 September 2019

..... General Manager Mayor



Item: 6.6 **Ref:** WO/2019/02429
Title: Classification of Land Acquired – 54N Thee Street Walcha
Author: General Manager
Previous Items: Not Applicable
Attachment: No

Community Strategic Plan Reference:

Goal 8.2.4 – Maintain and improve Council owned building and land assets.

Introduction:

As per the Local Government Act 1993, Division 1 Section 31 (2) Council must, by resolution and within three months of acquiring, classify land as either community land or operational land. This report is to classify the house purchased by Council in July 2019.

Report:

Local Government Act, 1993, Section 31 states:

Classification of land acquired after 1 July 1993

- (1) *This section applies to land that is acquired by a council after the commencement of this Division, other than:*
 - (a) *land to which the Crown Lands Act 1989 or the Crown Land Management Act 2016 applied before the acquisition and continues to apply after the acquisition, and*
 - (b) *land that is acquired for the purpose of a road.*
- (2) *Before a council acquires land, or within 3 months after it acquires land, a council may resolve (in accordance with this Part) that the land be classified as community land or operational land.*
- (2A) *Any land acquired by a council that is not classified under subsection (2) is, at the end of the period of 3 months referred to in that subsection, taken to have been classified under a local environmental plan as community land.*
- (2B) *While the land remains unclassified:*
 - (a) *the land may not be used for any purpose other than that for which it was being used immediately before it was acquired, and*
 - (b) *the council may not dispose of any interest in the land.*
- (3) *A council must not resolve under this section that land be classified as operational land if:*
 - (a) *the land is classified as community land immediately before its acquisition, or*
 - (b) *the resolution would be inconsistent with any other Act, the terms of any trust applying to the land or the terms of any instrument executed by the donor or transferor of the land.*

As per Section 2 Council must classify the land and it is recommended to classify it as operational.

RECOMMENDATION: As per the Local Government Act, 1993, Section (2) Council classify Lot 12 DP 800309 situated at 54N Thee Street, Walcha, as Operational Land.

Submitted to Council: 25 September 2019

..... General Manager Mayor



Item: 6.7 **Ref:** WO/2019/02264
Title: Pecuniary Interest Annual Returns for the period 1 July 2018 to 30 June 2019
Author: General Manager
Previous Items: Not Applicable
Attachment: No – Folder will be tabled at the Meeting.

CSP Ref: 8.1 – Walcha Council will exemplify good leadership, mutual respect and trust by being inclusive, ensuring open information and communication and encouraging active participation at all levels.

Summary

The General Manager is required to report annually on the receipt of Ordinary Pecuniary Interest Returns.

Report

Section 449 (3) of the Local Government Act 1993, requires that Councillors and Designated Persons who hold those positions at the 30 June each year, must lodge a completed Ordinary Pecuniary Interest Return by the following 30 September.

Section 450A of the Act places specific statutory responsibilities on the General Manager in relation to the submission and recording of Returns.

First, the General Manager must keep a Register of Returns containing the completed and lodged Returns of Councillors and Designated Persons. The Returns must be available for inspection by members of the public.

Second, the General Manager must arrange for the tabling of the Returns lodged, at the first meeting of the Council after the last day of the period of lodgement.

All Returns for the period ended 1 July 2018 to 30 June 2019 have been lodged with the General Manager within the statutory timeframe and are now tabled as required.

RECOMMENDATION

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 1 July 2018 to 30 June 2019 have been submitted as required and have been tabled in accordance with the provisions of Section 450A of the Local Government Act, 1993.

Submitted to Council: 25 September 2019

..... General Manager Mayor



Ref: WO/2019/02379

Title: Management Review Report
Author: General Manager
Previous Items: Not Applicable
Attachment: No

Community Strategic Plan Reference:

Goal 8.1 – Walcha Council will exemplify good leadership, mutual respect and trust by being inclusive, ensuring open information and communication and encouraging active participation at all levels.

Item 9:

Management
Review Reports

Submitted to Council: 25 September 2019

..... General Manager Mayor



FINANCE AND ADMINISTRATION

9.1 Listing of Bank Balances for the Month of August 2019

The Cash Book for each Fund has been reconciled with the appropriate Bank Pass sheets for the month of August 2019 and the Reconciliations have been entered in the Cash Book.

	<u>2019</u>	<u>2018</u>
General	\$2,181,922.37	\$ 3,276,412.43

The current Interest Rate on the General Fund held with the National Australia Bank is 1.25%.

	<u>2019</u>	<u>2018</u>
Interest Earned (YTD)	\$ 2,662.18	\$ 3,164.25

9.2 Investments Local Government (Financial Management) Regulation 1993, Clause 19 (3) (A) for August 2019

Please see the following Report for the investments placed in August 2019.

Overdraft Limit

An Overdraft Limit of \$200,000 has been arranged with the National Australia Bank. When utilised an Overdraft Interest Rate of 8.77% applies.

Jack O'Hara
GENERAL MANAGER

Submitted to Council: 25 September 2019

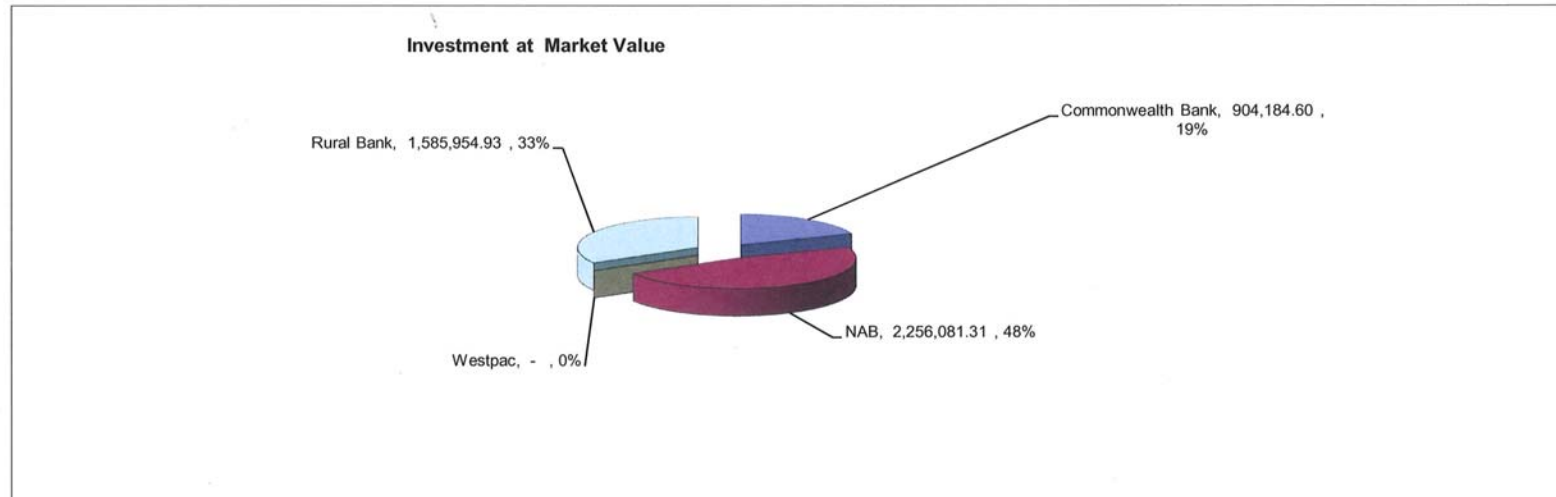
..... General Manager Mayor



REGISTER OF INVESTMENTS TO 31/08/2019

Institution	Type	Placement Date	Term (Days)	Maturity Date	Rate	Est. Interest	YTD Interest	Amount Invested	YTD Redemption	Est. Market Value At 31/08/19	MV % of Portfolio	
National Australia Bank	Term Depc	28/01/2019	365	28-Jan-20	2.75%	16660.33	0.00	605,830.03	-	605,830.03	12.76%	
National Australia Bank	Term Depc	15/02/2019	367	17-Feb-20	2.65%	13589.57	0.00	510,019.18	-	510,019.18	10.75%	
National Australia Bank	Term Depc	11/03/2019	365	10-Mar-20	2.58%	15480.00	0.00	600,000.00	-	600,000.00	12.64%	
Elders Rural Bank	Term Depc	28/03/2019	366	28-Mar-20	2.55%	24610.59	0.00	962,484.04	-	962,484.04	20.28%	
National Australia Bank	Term Depc	28/07/2019	180	24-Jan-20	1.85%	4928.69	10305.27	540,232.10	-	540,232.10	11.38%	
Elders Rural Bank	Term Depc	15/08/2019	90	15-Nov-19	1.70%	2613.45	0.00	623,470.89	-	623,470.89	13.14%	
Commonwealth Bank	Term Depc	22/10/2018	365	22-Oct-19	2.71%	24503.40	0.00	904,184.60	-	904,184.60	19.05%	
							102,386.03	10,305.27	4,746,220.84	-	4,746,220.84	100.00%

Capital Value of Portfolio	4,746,220.84
Redeemed Value of Portfolio	-
Market Value of Portfolio 31/08/19	4,746,220.84
Estimated Profit/(Loss) 31/08/19	4,746,220.84



Responsible accounting Officers Certification Local Government (General) Regulation 2005- Paragraph 212
 The investments have been made in accordance with the Act, Regulations and Walcha Council's Investment Policy.

Signed Rosemary Strobel (Responsible Accounting Officer)

Submitted to Council: 25 September 2019

..... General Manager Mayor



9.3 Tourism Report

August 2019

Number of visitors to VIC

AUGUST	2019	2018	2017	2016
Walk in's	316	270	322	417
Phone enquiries	56	30	11	25
Email enquiries	3	10	2	0
WEBSITE	August	July	June	May
Unique Visits	3,046	3,223	2,967	4,128
Visits	4,186	4,790	4,555	5,146
No of Hits	192,008	129,464	161,405	168,108

Comments from the Visitors Book – AUGUST

Very Pleasant and helpful

Walk-in Statistics

The 'Walk in's' and 'Phone enquiries' are inflated this month due to two big days of snow traffic – seeing eighty (80) visitors and thirty (30) phone enquires over two days.

Freak Show Festival of Motorcycles

The event organisers have Channel 7's 'Sydney Weekender' coming to film up at Walcha in late September for airing in October. This is primarily to promote the Freak Show Festival of Motorcycles however Walcha will organically be included in this promotion. This is a great coup for Walcha and an amazing marketing opportunity which would be normally deemed beyond our reach and means.

Soundtrails Project

Walcha Quota have been successful in obtaining a grant for creating a Soundtrails project. This project is in the early stages but has begun. Recently two Walcha Quota Club members, along with Walcha Tourism staff; Lisa Kirton and myself, travelled to Bingara for a familiarisation tour of their Soundtrail. Experiencing this first hand was a valuable exercise, learning of a few things we would like to consider implementing in our own Soundtrail. Walcha's Soundtrail will focus on stories surrounding the Open Air Gallery.

Billy Cart Workshop

A combined effort between the Walcha Men's Shed, Walcha Mountain Festival Committee, Walcha Youth Committee and Presbyterian Church saw a great day out for a Billy Cart making Workshop. This was designed to encourage more community excitement and involvement in the Billy Cart Derby and Walcha Mountain Festival. The Day was successful, the kids had fun building their carts and had enough time for a few Billy Cart runs down the Presbyterian driveway. Three Billy Cart Derbies will be held this year at the September, October and November Farmers' Markets.

Susie Crawford
 Tourism Manager

Submitted to Council: 28 August 2019

..... General Manager Mayor



9.4 Grant Information

9.4.1 Grants Currently Applied for:

Name of Grant:	Purpose of Grant:	Amount Requested:	Council Contribution:	Date Outcome Announced:	Outcome
My Community Project	Replacement of Walcha Bowling Club Synthetic Green	\$200,000	Nil Council is Sponsor only	September 2019	Successful Council is responsible for delivering the project
My Community Project	Install and upgrade heating – Walcha Ex-Services Memorial Club	\$100,000	Nil Council is Sponsor only	September 2019	Unsuccessful
Tech Savvy Seniors	To run a Tech Savvy Seniors program	\$1,518			Application in review by State Library
Youth Opportunities Program	A year long program of structured and non-structured activities, trips, sporting development and leadership building opportunities.	\$47,500	Staff wages for some coordination	Unsure of timeline.	

9.4.2 Grants Currently Being Investigated:

Name of Grant:	Purpose of Grant:	Closing Date:
Arts Projects – Organisations Community Building Partnership Youth Opportunities Funding Regional Arts NSW website:		Various times

Website Links:

- <https://www.liquorandgaming.justice.nsw.gov.au/Pages/about-us/our-initiatives/infrastructure-grants/arts-and-cultural-funding-round.aspx>
- <http://www.lgnsw.org.au/files/imce-uploads/127/cremf-introduction-1.pdf>
- <http://www.communitybuildingpartnership.nsw.gov.au/>
- <http://investment.infrastructure.gov.au/funding/blackspots/>
- <https://www.transport.nsw.gov.au/projects/programs/fixing-country-roads>
- https://infrastructure.gov.au/infrastructure/pab/active_transport/

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..... General Manager Mayor



- <https://education.nsw.gov.au/early-childhood-education/operating-an-early-childhood-education-service/grants-and-funded-programs/quality-learning-environments>
http://investment.infrastructure.gov.au/infrastructure_investment/heavy_vehicle_safety_and_productivity.aspx
<http://www.environment.nsw.gov.au/coasts/floodplain-management-grants-2017-18.htm>
<http://youth.nsw.gov.au/youth-opportunities/>
<https://www.create.nsw.gov.au/funding-and-support/regional-cultural-fund/regional-cultural-fund-2/>
https://www.sl.nsw.gov.au/sites/default/files/tss_201920_grant_guidelines_1.pdf

9.4.3 Status of Grant Projects Report:

Grant Fund	Grant Description	Update
RESTART NSW	Walcha Sewerage Treatment Plant Augmentation	Walcha Council have had the additional funds approved, however we are awaiting official direction to spend the remaining funds. The remaining works are scoped and ready to proceed.
	Walcha Truck Wash Bay Upgrade	The Truck Wash Bay Upgrade commenced during the week of 12 August. Preliminary works are progressing well, with the existing pond being removed and replaced with gravel. Following the completion of this process, concrete works will commence.
	Thunderbolts Way Corridor Strategy 2018-23	The Thunderbolts Way Corridor Strategy is progressing well; works within town are progressing as are the rural works. There are further details within the Engineering Report.
	Niangala Road Bridge Replacement	This project located at the Aberbaldie Woolshed is now progressing with concrete deck units nearly ready for delivery to Walcha. Abutment will be required prior to delivery, finalisation is expected in September.
	Wollun Road Bridge Replacement (50%)	The Wollun Road Bridge is now installed, excluding abutment works. Abutment works are scheduled to commence and be completed during September.
	Walcha Water Security – Emergency Drought Funding	Council was recently awarded \$1,500,000 in emergency drought funding, enabling Council to continue with the Walcha Off Creek Storage Project. The grant funding deeds are currently being established and consultants procured to commence the next phase.
	Lakes Road Bridge Replacement	Lakes Road Bridge replacement is a newly awarded project which will commence in the later part of the 2019-20 financial year.
	Old Brookmount Bridge Replacement	Old Brookmount Road Bridge replacement is a newly awarded project which will commence in the later part of the 2019-20 financial year. This

Submitted to Council: 28 August 2019

..... General Manager Mayor



		project will be one of four within an upcoming bridge replacement tender alongside the BRP projects listed below).
	Nowendoc, Tops & Brackendale Road Intersection Upgrade	The Nowendoc Intersection Upgrade is a newly awarded project which will commence in the later part of the 2019-20 financial year.
Bridge Renewal Program	Wollun Road Bridge Replacement (50%)	See Above – 50/50 funded.
	Moona Plains Road (Moona Plains Station)	Council was awarded three bridges under the Bridge Renewal Program (BRP) These three bridges, along with the Old Brookmount Road bridge will be replaced together under a single bridge replacement tender.
	Englefield Road Bridge Replacement	
	Glen Morrison Road Bridge Replacement (Stephens)	
Black Spot Program	Baringa Road Intersection Upgrade	The Baringa Road Intersection project is now completed, only follow up works including linemarking is now required.
	Topdale Road Intersection Upgrade	This project is the same as presented above for Baringa Road.
	Cobrabald River Rest Area	The Cobrabald River Rest area is a project aimed to be delivered in the later portion of the 2019-20 program and includes shoulder widening and pavement upgrade works.
	Smiths Creek Upgrade	Smiths Creek Upgrade on thunderbolts way is aimed to commence as above in the later portion of the 2019-20 financial year. The project includes pavement works and improved guardrail.
Stronger Country Communities Fund	Walcha Community Gym Upgrade	The design has been received for the Walcha Community Gym, alongside specification documentation. Due to delays with the Tender Documentation, the project has been rescheduled for tender release on 23 September.
	Walcha Pool Upgrade	The Walcha Pool Upgrade has a completed Expression of Interest. 2 Organisations lodged an interest in tendering for which they will be invited to tender on an upper limit budget. The organisations are both committed for this calendar year to December, so the majority of this project will be completed next off season to avoid any unwarranted pool closures.
	Walcha Preschool	The preschool is almost complete. We are awaiting the installation of an extension to the balustrade that was requested by the Dept of Education following their licencing inspection. Once this is complete we expect the licence to be issued very quickly.
	Walcha Community Storage	The Walcha Community Storage is currently within the DA preparation phase, with final amended quotations being received to progress this grant. Construction is hoped to commence in October.

Submitted to Council: 28 August 2019

..... General Manager Mayor



Roads and Maritime Services	Yalgoo Rest Area – Heavy Vehicle Rest Area.	The Yalgoo Rest area is planned for construction during the financial year 2020-2021, although it was awarded last year it was applied for in advance.
Multi Purpose Centre	New kitchen	The flooring installation is complete and the kitchen is currently being installed.

Submitted to Council: 28 August 2019

..... General Manager Mayor



ENGINEERING SERVICES

9.5 Wages & Overtime Summary

Pay Period	Week Ending	Overtime Hours	Amount (\$)
4	21/07/2019	42.00	2,174.62
5	28/07/2019	62.00	3,006.85
6	04/08/2019	125.00	6,595.65
7	11/08/2019	109.75	5,921.42
TOTAL		338.75	\$17,698.54

9.6 Shire Roads Maintenance

Local Roads Maintenance:

Local Roads Culvert Replacement Program – St Leonards Creek Road:

The local unsealed roads culvert replacement program is continuing successfully. An additional 1200mm pipe culvert has been replaced on St Leonards Creek Road in an ongoing effort to improve the condition of critical culverts across the LGA.



Wollun Road Bridge Replacement:



Council is required to complete a small amount of earthworks approaching the bridge, and widen the embankment to the east to accommodate the widened structure. This works are currently underway with works expected to be completed by the end of September.

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..... General Manager Mayor



Niangala Road Bridge Replacement:



The Niangala Road Bridge Replacement is now progressing, with the pre-cast concrete decks being constructed in Newcastle. The decks will be installed by Council staff, as will the abutment and centre pier work that is required to take place. This bridge is expected to be delivered in September.

Local Roads Safety Seal Maintenance:

Addressing road surface defects is a critical maintenance activity. Addressing these defects using an appropriate methodology is required to ensure the repairs are cost effective and last. A balanced approach is being taken by the Engineering Department, using a larger crew to appropriately place the maintenance seal and ensure aggregate is appropriately rolled and swept prior to leaving site. Areas of concern are identified during regular inspections and maintenance crews are then arranged to undertake a block of work.



State and Regional Roads Maintenance:

SH11 Boree Rehabilitation:



The RMS has engaged Council to complete the Boree Rehabilitation on the Oxley Highway. The rehabilitation is full segment rehabilitation, selected by the RMS asset management team. The deteriorated pavement will be rehabilitated by in-situ stabilisation and a granular overlay. Completion is expected in late September / Early October.

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Urban Works:

Fitzroy Street East – Streetscape Continuation:



Work is nearing completion for the Streetscape project to the eastern side of Fitzroy Street. The work has focused upon the area in front of the Nivison Fountain and the Royal Hotel. Work is now completed in front of the Ambulance Station, the final stage of the project is the footpath that passess around the Nivison Fountain.

Walcha Truck Wash Bay:

The Walcha Truck Wash Bay has commenced with the removal of the existing sludge lagoon, which required extensive excavation to achieve. The removal of the material has enabled the reconstruction of the base for the new concrete structure that will enable a higher quality effluent to be produced and connected to the sewerage network.





Completed Maintenance Snapshot:

Local Roads	
Maintenance Grading:	Roads:
	Oaklands
	Ruby Nob
	Merlin Downs
	Kangaroo Hills
	Boyd's Lane
	Glenroy
	Quarry
	Glen Haven
	Yarrobindi
	Niangala
	Mirani
	Surveyors Creek
	Ohio North
	Kangaroo Flat
Drainage	Road:
	Winterbourne
State & Regional Roads	
Oxley Highway Maintenance:	Tasks:
	Sign Maintenance & Repair
	Servicing Rest Areas
Regional Roads:	Tasks:
	"Ezy Street" Pothole Patching
	Service Rest Areas
	Guidepost Maintenance
Urban Roads	
Urban Maintenance:	Tasks:
	Town Street Cleaning
	Street Tree Maintenance
	Parks and Garden Maintenance
	Pool Preparation Works

Proposed Works for the Coming Period:

Shire Roads:

- ◆ Grading to occur on Kangaroo Flat (Finalise), Brackendale Road (Lakes Rd to Tumble Downs)
- ◆ Further bridge maintenance.

- ◆ State & Regional Roads:
- ◆ Maintenance:
 - Pothole Patching.
 - Vegetation Maintenance.
 - Drainage Works

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- ◆ Continue to prepare thunderbolts way upgrades
- ◆ Mount Pleasant rehabilitation finalisation
- ◆ Boree
- ◆ Finalise mulching works

Works In Town:

- ◆ Streetscape maintenance.
- ◆ Sporting grounds maintenance.
- ◆ Town Mowing - parks, gardens and cemeteries.
- ◆ Town garden maintenance.
- ◆ Continue streetscape installation.
- ◆ Complete kerb and gutter works
- ◆ Continue to prepare the pool for the upcoming season.

Dylan Reeves
Director – Engineering Services

9.7. Water

Town Water Supply

Water Restrictions have been at Level 4 since 14 February 2019. Average usage for last month was down from 250L/person/day in July to 237L/person/day in August.

Usage is still above the Level 4 Target. New artwork for the ‘Water Matters’ Council’s weekly water report has been developed by Smart Water Advice. The new artwork has been developed to highlight high usage practices and easy ways to significantly reduce water consumption.



Macdonald River Feasibility Study

A Request for Quote for consulting services for the ‘Design and Preliminary Investigation - Walcha Off Creek Storage’ has been made public. Closing date for submissions from suitably qualified consultants is 11 October 2019.

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9.8 Sewer

Sewer Treatment Plant (STP) Upgrade

As previously reported Stage 1 of the upgrade project is complete. Council sought a variation approval from Infrastructure NSW to spend the remaining funds (approximately \$400k) on upgrade works to the treatment plant infrastructure; this variation request was approved by the DoI Water technical advisor 14 June.

Council is still awaiting the final approval from Infrastructure NSW to proceed with Stage 2. There has been no progress or further advice from Infrastructure since 7 August 2019.

9.9 Waste

Walcha Waste Depot

Preparatory work continues for the introduction of gate fees at the Walcha Waste Depot, to commence Monday 30 September. New signage, the installation of the entry boom gate, installation of a point of sale (POS) console, as well as rearrangements of site operations (such as the relocation of drop off points for building waste, asbestos, and the offal pit) to improve customer experiences and material source separation are close to completion.

A new full time gate supervisor has been engaged and work to upgrade the staff site shed to accommodate the new supervisor is complete. Programing of the POS console is underway by the supplier, and communications to all commercial customers with the new pricing has been completed.

Tess Dawson
Senior Manager - Water, Sewer & Waste



ENVIRONMENTAL SERVICES

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

- ◆ Development
- ◆ Town Planning & Strategic Planning
- ◆ Construction compliance
- ◆ Environmental management
- ◆ Regulatory services
- ◆ Animal control
- ◆ Building and amenity maintenance

The statistical information contained within this report demonstrates the work carried out to achieve the strategic objectives and delivery actions as outlined in Council’s Community Strategic Plan 2027, Delivery Program 2017-2021 and Operational Plan 2019-2020. This report is presented for the month of August 2019 for information and comparative purposes only.

9.10 Development & Construction

Development Data 2019/2020 YTD	DAs	CDCs
Total Number Determined	2	1
Number Outstanding	7	1
Average Determination Time (days)	60	6
Value	\$128,000.00	\$110.00
Number of Single New Dwellings	0	0
Residential	-	-
Village / Large Lot Residential	-	-
Rural	-	-
Number of Multi Unit Dwellings	0	0
Number of Commercial Developments	1	0
Number of Industrial Developments	1	0
Withdrawn / Cancelled	3	0
Refused	0	0

DA and CDC Determinations Issued

Consents are available for public inspection, free of charge, during ordinary office hours at Council’s Hamilton Street office. The *Environmental Planning and Assessment Act 1979* (the Act), as amended, precludes a challenge to the validity of consent more than three (3) months after the date of public notification of the consent within a local newspaper. In accordance with the Section 4.59 of the Act and Clause 124 and 137 of the *Environmental Planning and Assessment Regulation 2000*, the following determinations will be publicly notified:

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August 2019		
DA Number	Description	Address
Nil		
CDC Number	Description	Address
18.2019.10	Alterations & additions to dwelling – sunroom & alfresco	127S Derby St, Walcha

Complying Development Certificates	2018/2019	2019/2020 YTD	This Period
Number Issued (Private Certifier)	3	1	1

Register of disclosure statements of reportable political donations and gifts in relation to planning applications or submissions

Under section 10.4 of the *Environmental Planning and Assessment Act 1979* a person who makes a planning application to council is required to disclose the following reportable political donations and gifts (if any) made by any person with a financial interest in the application within the period commencing 2 years before the application is made and ending when the application is determined:

- a) all reportable political donations made to any local councillor of that council
- b) all gifts made to any local councillor or employee of that council.
- c) The legislation also imposes similar disclosure obligations on persons who make written submissions objecting to or supporting relevant planning applications.

Disclosures of reportable political donations and gifts are to be made available to the public on, or in accordance with arrangements notified on a website maintained by Council. The disclosures are to be made available within 14 days after the disclosures are made.

Nature of Interest	Number Received 2018/2019	Number Received 2019/2020YTD	Number Received this period
Political Gifts and Donations	-	-	-
Applicant or owner is an employee of Walcha Council or a Councillor	-	-	-
Applicant with any relationship to staff or Councillor	-	-	-

Construction Certificates

Section 6.3 of the *Environmental Planning and Assessment Act 1979* requires that a person must not carry out building work without a certificate. Section 6.7 of the *Environmental Planning and Assessment Act 1979* states that a construction certificate is required for the erection of a building in accordance with development consent. The construction certificate is a certificate to the effect that building work completed in accordance with specified plans and specifications or standards will comply with the requirements of the regulations.

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Construction Certificates	2018/2019	2019/2020 YTD	This Period
Number Issued Council	11	-	-
Number Issued (Private Certifier)	3	-	-

Occupation Certificates

Section 6.3 of the *Environmental Planning and Assessment Act 1979* requires that a person must not commence the occupation or use of a building (including a change of use) without a certificate. Section 6.9 of the *Environmental Planning and Assessment Act 1979* states that an occupation certificate is required for the commencement of the occupation or use of the whole or any part of a new building, or the commencement of a change of building use for the whole or any part of an existing building. The occupation certificate is a certificate that authorises the occupation and use of a new building in accordance with development consent, or a change of building use for an existing building in accordance with development consent.

Occupation Certificates	2018/2019	2019/2020 YTD	This Period
Number Issued (Council)	9	2	1
Number Issued (Private Certifier)	3	3	1

Subdivision Certificates

Section 6.3 of the *Environmental Planning and Assessment Act 1979* requires that a person must not carry out the subdivision of land without a certificate. The subdivision certificate authorises the registration of a plan of subdivision under Part 23 of the *Conveyancing Act 1919*.

Subdivision Certificates	2018/2019	2019/2020 YTD	This Period
Number Issued	7	-	-

Planning Certificates

Section 10.7 Certificates are issued under the provisions of the *Environmental Planning and Assessment Act 1979*; it provides information on the relevant planning regulations which apply to any particular piece of land. It is compulsory for every property sold to be accompanied by a s10.7 Planning Certificate.

Planning Certificates	2019/2020 YTD	This Period
Number Issued	14	4

Building Information Certificates

Sections 6.24 – 6.26 Building Information Certificates are issued under the provisions of the *Environmental Planning and Assessment Act 1979*, it is a certificate that states that the Council will not make an order or take proceedings referred to below:

- 1) A building information certificate operates to prevent the council:
 - a) from making an order (or taking proceedings for the making of an order or injunction) under this Act or the *Local Government Act 1993* requiring the building to be repaired, demolished, altered, added to or rebuilt, and

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- b) from taking civil proceedings in relation to any encroachment by the building onto land vested in or under the control of the council, in relation to matters existing or occurring before the date of issue of the certificate.
- 2) A building information certificate operates to prevent the council, for a period of 7 years from the date of issue of the certificate:
 - a) from making an order (or taking proceedings for the making of an order or injunction) under this Act or the *Local Government Act 1993* requiring the building to be repaired, demolished, altered, added to or rebuilt, and
 - b) from taking civil proceedings in relation to any encroachment by the building onto land vested in or under the control of the council, in relation to matters arising only from the deterioration of the building as a result solely of fair wear and tear.

Building Information Certificates	2018/2019	2019/2020 YTD	This Period
Number Issued	1	1	-

Outstanding Notices and Orders Certificates

Certificates as to whether there are any outstanding notices issued by the Council under the *Local Government Act 1993*, or any outstanding notices or orders in force under Schedule 5 of the *Environmental Planning and Assessment Act 1979*.

Outstanding Notices & Orders Certificates	2018/2019	2019/2020 YTD	This Period
Number Issued	10	3	2

Critical Stage Inspections for DAs, CCs and CDCs

Section 6.5 of the *Environmental Planning and Assessment Act 1979* requires the carrying out of inspections of building work for certifiers appointed as the principal certifying authority. Cl.143B and Cl.162A of the *Environmental Planning and Assessment Regulation 2000* denotes the critical stage inspections (the occasions on which building work must be inspected), specified below:

Compliance Inspections	2019/2020 YTD	This Period
Site inspections	-	-
Footings & slab inspections	2	2
Framework inspections	-	-
Waterproofing inspections	-	-
Stormwater inspections	-	-
Final inspections	1	1
Complaints	-	-

Annual Fire Safety Statements

Clause 177 of the *Environmental Planning and Assessment Regulation 2000* requires the owner of a building to which an essential (statutory) fire safety measure is applicable to provide Council with an annual fire safety statement for the building within 12 months after the date on which an annual fire safety statement was previously given. As described in clause 175 of

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the *Environmental Planning and Assessment Regulation 2000*, an annual fire safety statement is a statement to the effect that:

- 1) each essential fire safety measure specified in the statement has been assessed by a competent fire safety practitioner and was found, when it was assessed, to be capable of performing:
 - a) in the case of an essential fire safety measure applicable by virtue of a fire safety schedule, to a standard no less than that specified in the schedule, or
 - b) in the case of an essential fire safety measure applicable otherwise than by virtue of a fire safety schedule, to a standard no less than that to which the measure was originally designed and implemented, and
- 2) the building has been inspected by a competent fire safety practitioner and was found, when it was inspected, to be in a condition that did not disclose any grounds for a prosecution under Division 7.

Annual Fire Safety Statements	2018/2019	2019/2020 YTD	This Period
Number received	14	2	-
Number of relevant premises	26		

Bushfire Attack Level Certificates

Clause 130A of the *Environmental Planning and Assessment Regulation 2000* requires a bushfire attack level assessment and determination to be issued for complying development on bushfire prone land.

BAL Certificates	2019/2020	2020/2021 YTD	This Period
Number Issued	1	-	-

Dwelling Entitlement Information Advice

Information to applicants under clause 4.2A of the *Walcha Local Environmental Plan 2012* as to whether a dwelling may be permitted to be erected with development consent on subject land.

Dwelling Entitlement Advice	2018/2019	2019/2020 YTD	This Period
Number Issued	-	2	2

9.11 Environment & Regulatory

Section 68 Activities

Section 68 of the Local Government Act requires the approval from Council for undertaking certain activities.

Section 68 Activity Data			
	2018/2019	2019/2020 YTD	This Period
Total Number of S68s Determined	12	2	-
Number of S68s Outstanding	9		

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S68 Compliance Inspections	2019/2020 YTD	This Period
Site inspections	1	1
Internal drainage inspections	-	-
External drainage inspections	-	-
Water supply work inspections	-	-
Final inspections	-	-

Food Premises Surveillance

Under the Food Regulation Partnership Council is appointed as an enforcement agency under the *Food Act 2003*. As an enforcement agency Council is responsible for food surveillance within the Walcha LGA and Council is required to report our food surveillance activity to the NSW Food Authority annually.

Food Premises Surveillance 2019/2020						
	Fixed Premises High Risk	Fixed Premises Medium Risk	Fixed Premises Low Risk	Mobile	Temporary	TOTAL
Total No.	21	4	6	2	4	37
No. Primary Inspections	-	-	-	-	-	-
No. Re-inspections	-	-	-	-	-	-
No. additional Re-inspections	-	-	-	-	-	-
No. FSS Required	21					
No. FSS Current	19					

Footpath Usage Applications

Section 125 and 126 of the *Roads Act 1993*, and section 46 of the *Local Government Act 1993* requires approval from Council for carrying out an activity or placing an item within the road reserve.

Footpath Usage Approvals	2018/2019	2019/2020 YTD	This Period
Number Issued	1	-	-
Number of Footpath Usage Applications Outstanding	-		

Swimming Pool Inspection and Compliance

Section 22 of the *Swimming Pools Act 1992* requires Council to develop and adopt a mandatory pool inspection program; Council must then inspect the swimming pools in accordance with the program and check the pool barriers comply with the requirements of the *Swimming Pools Act 1992*.

Properties to be sold with a pool must have:

- a) A certificate of compliance, or
- b) A relevant occupation certificate and a certificate of registration, or
- c) A certificate of non-compliance

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Properties to be leased with a pool must have:

- a) A certificate of compliance, or
- b) A relevant occupation certificate and a certificate of registration

Swimming Pool Compliance	2018/2019	2019/2020 YTD	This Period
Certificates of Compliance Issued	-	-	-
Certificates of Non-Compliance Issues	-	-	-
Inspections Conducted	-	-	-

Regulatory Control

Council performs a number of regulatory functions to control and manage matters of public health and environmental concern to the community, some of these include:

- *Local Government Act 1993* e.g. overgrown land and accumulation of waste
- *Protection of the Environment Operations Act 1997* e.g. environmental pollution and noise abatement
- *NSW Road Rules 2014* e.g. vehicles and traffic on nature strip
- *Road Transport (Vehicle and Driver Management) Act 2005* e.g. abandoned vehicles
- *Impounding Act 1993* e.g. abandoned vehicles and roaming stock

Regulatory Service	Action	2019/2020 YTD	This Period
Overgrown allotment	Warning	1	-
	Intention	-	-
	Order	-	-
	Penalty Notice	-	-
Accumulation of waste	Warning	4	1
	Intention	-	-
	Order	-	-
	Penalty Notice	-	-
Keeping of animals	Warning	11	6
	Intention	-	-
	Order	-	-
	Penalty Notice	-	-
Vehicles and traffic on nature strip	Warning	5	2
	Intention	-	-
	Order	-	-
	Penalty Notice	-	-
Abandoned vehicle	Warning	4	2
	Intention	-	-
	Order	-	-
	Penalty Notice	-	-
Noise abatement	Warning	2	2
	Intention	-	-
	Order	-	-
	Penalty Notice	-	-
Environmental pollution	Warning	1	-
	Intention	-	-
	Order	-	-
	Penalty Notice	-	-

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9.12 Animal Control

Council encourages responsible pet ownership in the community, as well as at home. Pet owners should make sure their animals don't disturb their neighbourhood and threaten or harm any other person, pets or wildlife.

Council is required to enforce the registration laws, and the other areas of pet ownership covered by the *Companion Animals Act 1998*.

Companion Animal Registrations 2019/2020								
	Desexed	Non desexed	Pensioner (desexed)	Pound Purchase (desexed)	Recognised breeder	Under 6 Months	Working	Value \$
July	5	3	-	-	2	-	-	\$1,036.00
August	1	-	2	-	-	-	1	\$108.00

Companion Animal Seizures 2019/2020						
	Seized	Surrendered	Released	Rehomed	Euthanased	Stolen/Escaped
July	6	1	4	-	3	-
August	1	-	-	-	1	-

Companion Animal Ranger Services 2019/2020				
	Dog attack investigation	Roaming dogs	Roaming cats	Barking dogs
July	1	2	1	4
August	-	2	2	2

	Caution	Dangerous Dog		Nuisance Dog		Menacing Dog		Penalty Notice
		Notice	Order	Notice	Order	Notice	Order	
July	-	-	-	-	-	-	-	-
August	-	-	-	-	-	-	-	-

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9.13 Building and Amenity Maintenance

Project work at Council facilities August 2019	
Project	Total
Captain Cook Sportsground Amenities	5

Routine cleaning hours at Council facilities	
Building / Amenity	Hours (per fortnight)
Council Chambers	20
Library	5
Visitor Information Centre	5
Amenities	21
Streets	12
Depot	10
Preschool (incl. Early Intervention)	25
Landfill	3
Water Treatment Plant	2
Sewerage Treatment Plant	1.25
Aerodrome (incl. Lions Park)	2
John Oxley Sportsground	1.75
Walcha Oval	2
Squash Courts	2.5
Van	0.5
Swimming Pool (during season)	7

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COMMUNITY SERVICES

9.14 Walcha Council Community Care

Groups

July / August 2019

Women’s Group and Wanderer’s Group

3 July 2019 – 17 clients from the Women’s Group and the Wanderer’s Group attended morning tea at the Community Day Centre Rooms.

17 July 2019 – 19 ladies attended the live healthy cooking presentation held in the Community Day Centre Rooms. A fantastic day was had with Mary and Michael from “The Wholesome Collective” and sponsored by the Hunter New England and Central Coast Primary Health Network. The Women’s Group enjoyed learning some new cooking skills and tasting the produce created from the cooking demonstration. The ladies were thrilled with the cook book gift, with Pat Laurie and Ethel Henry particularly happy about winning the prizes on the day sponsored by Sunbeam.



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The Women’s Group had a fabulous time with Mary and Michael from “The Wholesome Collective”. Ethel Henry and Pat Laurie were thrilled to win the Sunbeam prizes on the day and the ladies were all happy to take home their new cook books.

7 August 2019 – 20 clients from the Women’s Group and the Wanderer’s Group attended morning tea at the Community Day Centre Rooms.

21 August 2019 – 21 clients attended the themed day “A Day in Italy” held in the Community Day Centre Rooms. The ladies had a wonderful day learning about the Italian culture including the experience of Italian food served for lunch. The group enjoyed the movie “Under the Tuscan Sun” to finish off the day.

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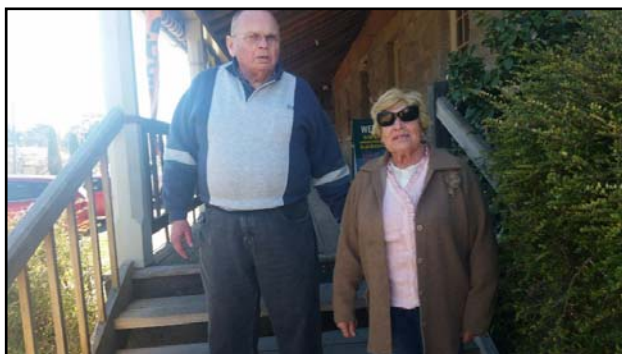
Wanderer’s Group

24 July 2019 – The Wanderer’s Group travelled to Uralla for the morning where the group visited McCrossin’s Mill Museum and the Uralla Community Gardens. Lunch was held at the Bottom Pub and everyone enjoyed the day out together.

28 August 2019 – The Wanderers group outing was again spent in the town of Uralla where the The Wanderers group had a very enjoyable day out. Lunch was at The Bottom Pub in Uralla.



The Wanderer’s Group visiting Uralla McCrossin’s Mill and Community Garden
Top Left – Hope Strudwick
Top Right – Hope Strudwick, Syreene Kitchener and Mary Haines
Middle and Below Left and Right – Dennis Anderson and Hope Strudwick



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Men’s Group

9 July 2019 – 10 gentlemen attended morning tea held in the Community Day Centre Rooms.

29 July 2019 – 10 gentlemen attended the trip in the Walcha Community Bus to visit Barraba. The Silo Art painted by International artist Fintan Magee with the Barraba artwork based on the theme of water divining. A process Mr Magee witnessed at a local farm during one of his research visits to Barraba and set the creative juices flowing. The attraction was well worth the visit and both the scale and detail to the artwork is amazing.



13 August 2019 – 10 gentlemen attended morning tea held in the Community Day Centre Rooms.

27 August 2019 – 10 gentlemen attended lunch held at the café in Fenwick House in Walcha.

Craft Group

10 July 2019 – 5 clients attended the morning tea and craft day held in the Community Day Centre Rooms. The group bought along projects that they are working on individually as well as continuing with the quilt that is the ongoing group project.

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14 August 2019 – 5 clients attended the morning tea and craft day held in the Community Day Centre Rooms. The group bought along projects that they are working on individually as well as continuing with the quilt that is the ongoing group project.

Exercise Group

As part of the wellness and reablement program WCCC now offer our clients the opportunity to come along to a weekly exercise class. The program is designed to keep people active and improve their balance and mobility, physical fitness, cognitive capacity and overall general health and wellbeing. Kellie Makeham is the instructor and clients are enjoying the program.

Creative Art Class

26 July 2019 – 5 clients attended the morning art class with the guest workshop artist Susan Douds.

16 August 2019 – 4 clients attended the morning art class with the guest workshop artist Susan Douds.
Susan Douds.



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Above photos taken during the creative art class held each month in the Community day Centre Rooms. The group are creating some beautiful paintings.

Card Group

A small group of card players have been meeting in the Community Day Centre Rooms each Tuesday to play 500's. The group enjoy the social get together as well as playing cards.

Transport – July 2019

Medical drives – 23 trips.

Access bus – 5 clients used the service making 26 trips.

Bus to Tamworth – 4 client used the service on 26 July 2019.

Bus to Armidale numbers for July were as follows:

- ◆ 2 July 2019 – 4 clients
- ◆ 9 July 2019 – 7 clients

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- ◆ 16 July 2019 – 6 clients
- ◆ 23 July 2019 – 4 clients
- ◆ 30 July 2019 – 5 clients

Taxi Vouchers – 23 clients used the Taxi Vouchers with Walcha Taxi Service and Walcha Community Transport in July with a total of 216 Taxi Vouchers returned.

Transport – August 2019

Medical drives – 30 trips.

Access bus – 7 clients used the service making 51 trips.

Bus to Tamworth – 6 client used the service on 30 August 2019.

Bus to Armidale numbers for August were as follows:

- ◆ 6 August 2019 – 8 clients
- ◆ 13 August 2019 – 4 clients
- ◆ 20 August 2019 – 8 clients
- ◆ 27 August 2019 – 6 clients

Taxi Vouchers – 24 clients used the Taxi Vouchers with Walcha Taxi Service and Walcha Community Transport in August with a total of 212 Taxi Vouchers returned.

Uralla Food Pantry – A fortnightly trip to transport disadvantaged people in the community to access low cost pantry food, bread, fruit and vegetables made available from Foodbank NSW. People must pass the eligibility criteria for the transport and the Food Pantry.

Meals on Wheels

For the July there were 11 clients who received hot main meals with 3 of those clients also receiving frozen meals for the weekend. There were 5 clients who received frozen meals. The total number of meals for the month was:

- ◆ 197 Hot meals,
- ◆ 123 frozen meals and
- ◆ 140 desserts

For the August, there were 12 clients who received hot main meals with 3 of those clients also receiving frozen meals for the weekend. There were 3 clients who received frozen meals. The total number of meals for the month was:

- ◆ 190 Hot meals,
- ◆ 90 frozen meals and
- ◆ 132 desserts

Feedback, Suggestions and Complaints

Nil feedback to report for July and August 2019

Meetings and Training / Community Rooms

11 July 2019 – Dementia Support Group meeting held at the Community Day Centre Rooms.

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..... General Manager Mayor



18 July 2019 – Walcha Hospital Auxillary meeting held in the Community Day Centre Rooms

19 July – “Cuppa on Council” morning tea held in the Community Day Centre Rooms. People have attended the Friday afternoon get togethers with the aim of supporting others emotional and socially that are effected by the ongoing drought. Debby Maddocks from the Rural Assitance Authority in Armidale has been very well utilised assisting with paper work for those applying for the subsidies.

25 July 2019 – Walcha Support Group meeting held in the Community Day Cenre Rooms

July/August 2019 – All staff Walcha Council Policies and Procedures internal training held in the Council Chambers

6 August 2019 – Social Support Forum at at The Pavillion in Tamworth

7 August 2019 – Karen and Alice attended training for the New Standards in Tamworth

8 August 2019 – Dementia Support Group meeting held at the Community Day Centre Rooms.

12 August 2019 – Denise and Cathy attended training for the New Standards in Uralla

13 and 14 August 2019 – Cathy attended the combined Western and New England Regions Transport Forum held at the crossing Theatre in Narrabri.

15 August 2019 – Walcha Hospital Auxillary meeting held in the Community Day Centre Rooms

29 August 2019 – Walcha Support Group meeting held in the Community Day Cenre Rooms

Cathy Noon
Community Care Coordinator



9.15 Library

August 2019

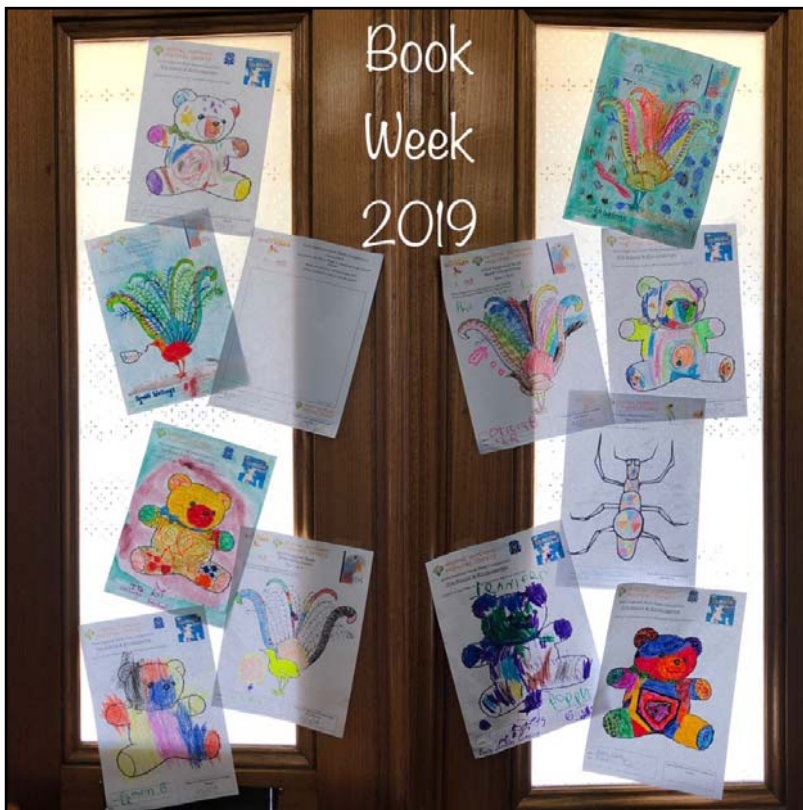
Monthly Statistics:

- Loans: 558
- Returns: 656
- Reservations placed: 49
- New members: 6
- Door count: 548
- Computer use: 94

Book Club was held on the first Thursday of the month as usual, and they welcomed a new member this month.

Our first Storytime in the new series was due to be held on Monday 12 August – which was also a ‘Snow Day’ in Walcha! We were due to have special visitors at this Storytime from the Tamworth library, but due to the snow, roads closed and the general safety of everyone involved, we announced on Facebook of the cancellation early that morning. The Tamworth staff, still very keen to come, rescheduled for September.

I was involved in the Mental Health First Aid course this month, which was delivered by Kate Arndell from the The Rural Adversity Mental Health Program (RAMHP). It was a two day program that provided mental health first aid knowledge and skills. I enjoyed this timely program and found the information provided to be useful in the workplace amongst our clients, as well as in the greater community. The completed assessment provided a Certificate of Accreditation in Mental Health First Aid, valid for three years.



This month was also the annual Children’s Book Council of Australia Book Week (17-23 August). The Central Northern Regional Library provided us with templates for a Regional Book Week Competition which we advertised at the library and on Facebook. Some of our library customers that are also teachers at the local schools took some of our entry forms up to the schools to help spread the word. We ended up with 12 entries, which are all displayed proudly at the library. We selected winners for each age category and presented them with a prize each (a book or puzzle). Our winners were: Rebee Wark

Submitted to Council: 28 August 2019

..... General Manager Mayor



(Preschool & Kindy), Eli Wellings (Year 1 & 2), Sasha MacArthur-Onslow (Year 3 & 4) and Robert Gardiner (Year 5 & 6). All children who submitted an entry received a 'thank you' certificate and novelty pencil for participating. John Stanton, the new librarian at Walcha Central School came down to see our display, and talk about opportunities to work together next year for this annual event.

On Tuesday 27 August, I went up to the Preschool to help them celebrate NAIDOC. Along with a group of 8 Walcha Central School students, we performed for and then taught the preschoolers two Torres Strait Island songs and dances. The school kids then painted the preschoolers faces and left them some activities to do with their teachers. I enjoyed teaching my culture to the community, outside of the Storytime we held at the library last month.



NAIDOC at the Preschool

Preschoolers with Cassie and the WCS students: Chaden Hawkins, Shaun McKenna, Amelia Parrish, Shanae Bloomfield, Olivia McKenna, Jazz Hayton, Jaxon Marsters, Anika McKenna

This event was a natural progression from last year when the Preschool invited me up to run a NAIDOC Storytime. We didn't organise 'Storytime' in its traditional sense, as we did last year, due to the construction of the new building we weren't sure on the room and technology situation in the planning stages. We went with dancing as it could be done outside if need be, and sought the help of the school kids to make the performance more genuine and fun. The Walcha Central School embraced this opportunity and helped organise the logistics of getting a group of interested students together to practice and then to the Preschool on the day. Feedback from parents in the community is that the preschoolers thoroughly enjoyed the activity, came home talking about it and were found humming the songs for days afterwards. I found that these visits to the Preschool help me to reinforce and develop my rapport with these young people, who are often visitors to our Library to borrow, as well as attend Library Storytimes.

We have appreciated Nerida Hoy assistance this month. She has been working in the library for the majority of this month, while Madison has been on leave.

Submitted to Council: 28 August 2019

..... General Manager Mayor



We also finalised the submission for funding to run another Tech Savvy Seniors program this year with some final paperwork being sent through this month. More information about this will be available in next months report.

Cassie McKenna
Library Assistant

9.16 Preschool

September 2019

Animal Studies

During this term Kelly Makeham came in to teach the children about native animals in particular she showed the children how animals are tracked and studied in the bush. The children also learnt the difference between a kangaroo and a wallaby. It was great to have a parent share their knowledge and their work with the children. Kelly also left some animal masks for the children to make and the children have been making them ever since.



Naidoc Week

This term Preschool held NAIDOC week celebrations, Cassie Mckenna came with some high school children to teach the children dances and songs from her Torres Strait Island culture. Then Alena Stackman came to cook and share Johnny Cakes with the children



Submitted to Council: 28 August 2019

..... General Manager Mayor



The Gigalees

Each year the Gigalees come to Preschool to entertain the children. They are one of the best acts that come to Preschool regularly. Their show had juggling, singing and lots of physical comedy which have the children and adults in stitches.



Zoe Herbert
Preschool Nominated Supervisor

RECOMMENDATION: That items included in the Management Review Report, numbered 9.1 to 9.16 inclusive, be NOTED by Council.

Submitted to Council: 28 August 2019

..... General Manager Mayor



Item 11:

Delegate
Reports

Submitted to Council: 25 September 2019

..... General Manager Mayor

ANNUAL GENERAL MEETING

Of the WALCHA and DISTRICT HISTORICAL SOCIETY Inc

Saturday 27 July 2019 held in the Walcha Council Chambers

Commencing 10 am

Welcome – Kate welcomed everyone and declared the meeting open at 10.05am

PRESENT: Kerry Dickson, Kate Hoy, Jan Cross, Jane & Ron Morrison, Bob & Lyn Burnell, Don Murchie, Nerida Hoy, Dennis Cooke, Di Bazeley, Julia Preston, Bob & Pam Walsh, Helen Wauch, Bill Heazlett, Ruth Inall, Pam Dorrington, Coll King

APOLOGIES: Jillian Oppenheimer, Sandra & Vic Galvin, Vicki & Peter Mclvor, Angie & Mark Berry, Norm Bazeley, Bevis Hoy, Lynette Begg, Robert Preston, Peter & Denny Sendall, Lloyd & Pauline Levingston, Jenny Lister, Emma Jeffreys, Alan Bath, Carolyn & David Salter, Katrina Blomfield, Truda Newman, Lyn Dorrington, Wendy & Lando Warner

Moved Jan Cross, seconded Bob Burnell that the apologies be accepted. C/d

MINUTES of the 2018 AGM held on 28 July 2018 were read.

Moved Jane Morrison, seconded Denis Cooke Dickson that the minutes of the 2018 AGM meeting were correct. C/d

PRESIDENT'S REPORT: was presented and read by Kate. Moved by Kate Hoy and seconded by Nerida Hoy that the report be adopted. C/d

Jan Cross congratulated Kate on the report and the work achieved over the past year.

TEASURER'S REPORT:

c/f from 2018	\$ 19,904.729	Term Deposits	
add Income	<u>\$ 59,177.95</u>	Ella's Garden	\$ 3,818.81 @ 2.5%
	\$ 79,082.67	Insurance	\$ 2,055.55 @ 2.5%
Less Expenditure	<u>\$ 72,589.36</u>	General	\$13,636.26 @2.5%
Bank Balance as at	\$ 6,493.31	Drainage	<u>\$ 3,014.56 @ 1.6 %</u>
30 June 2019		Total	\$22,510.92

Moved Kerry Dickson, seconded Bob Burnell that the financial statement as presented is correct. C/d.

Kerry was congratulated on the report

All congratulated Kerry on her report and for her ongoing hard work.

Don Murchie then declared all positions vacant and called for nominations.

President: Kate Hoy, nominated Jan Cross, 2nd Ron Morrison, c/d.
1st Vice President: Jan Cross, nominated by Jane Morrison, 2nd Di Bazeley
2nd Vice President: Bob Burnell, nominated by Lyn Burnell, 2nd Coll King
Secretary: Jane Morrison, nominated by Jan Cross, 2nd Ruth Inall
Treasurer: Kerry Dickson, nominated by Jan Cross, 2nd Bob Burnell
Patrons: Jillian Oppenheimer and Coll King, nominated Kate Hoy, 2nd Lyn Burnell
Committee: Kate Hoy, Jan Cross, Kerry Dickson, Jane Morrison, Bob Burnell, Nerida Hoy, Sandra & Vic Galvin, Don Murchie, Lyn Burnell
Past Perfect Committee: Jane Morrison, Kerry Dickson, Sandra Galvin, Lyn Burnell & Warwick Hogan
Events Coordinator: To remain the same moved Jan Cross, 2nd Ron Morrison
Roster: Nerida Hoy nominated Truda Newman, 2nd Lyn Burnell
Grants: Jan Cross, nominated by Nerida 2nd Bob Burnell
Public Officer: Kerry Dickson, nominated Kate Hoy, 2nd Jane Morrison
Publicity Officer: Kate Hoy
Membership Fees: Jane Morrison
Moved Bob Burnell, 2nd Ron Morrison that the membership fees remain the same.

- Families, Schools, Institutions \$25
- Individuals \$16
- Single Pensioner \$12
- Pensioner Couple \$20

General Business:

1. Kate brought up a question about the constitution, which raised the number of years a president could serve, as we used the general constitution from Fair Trading no one could find any reference to this in our notes, however the meeting was happy with Kate serving another year. It would require a Special Meeting to change this.
2. Jan congratulated the outgoing committee which became the incoming committee on the work completed and the changes to the Museum
3. We asked for the numbers of members who were wanting to visit the NAB Building and this was sent through to Anne Young

Meeting closed at 10.30am

President

Secretary



Country Mayors Association of NEW SOUTH WALES

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

MINUTES

GENERAL MEETING

FRIDAY, 2 AUGUST 2019 THEATRETTE, PARLIAMENT HOUSE, SYDNEY

The meeting opened at 8.50 a.m.

1. ATTENDANCE:

Armidale Regional Council, Cr Bradley Widders
Bega Valley Shire Council, Cr Kristy McBain, Mayor
Bellingen Shire Council, Cr Dominic King, Mayor
Bland Shire Council, Cr Brian Monaghan, Mayor
Bland Shire Council, Mr Ray Smith, General Manager
Blayney Shire Council, Cr Scott Ferguson, Mayor
Blayney Shire Council, Ms Rebecca Ryan, General Manager
Broken Hill City Council, Cr Darriea Turley, Mayor
Broken Hill City Council, Mr James Roncon, General Manager
Cabonne Shire Council, Cr Kevin Beatty, Mayor
Cabonne Shire Council, Mr Brad Byrnes, General Manager
Carrathool Shire Council, Cr Peter Laird, Mayor
Coolamon Shire Council, Mr Tony Donoghue, General Manager
Cootamundra-Gundagai Regional Council, Cr Abb McAlister
Dubbo Regional Council, Cr Ben Shields, Mayor
Dungog Shire Council, Cr Tracy Norman, Mayor
Dungog Shire Council, Ms Coralie Nichols, General Manager
Federation Council, Cr Patrick Bourke, Mayor
Federation Council, Mr Adrian Butler, General Manager
Forbes Shire Council, Cr Phyllis Miller, Mayor
Forbes Shire Council, Mr Steve Loane, General Manager
Gilgandra Shire Council, Cr Doug Batten, Mayor
Gilgandra Shire Council, Mr David Neeves, General Manager
Glen Innes Shire Council, Cr Carol Sparkes, Mayor
Goulburn Mulwaree Council, Cr Bob Kirk, Mayor
Goulburn Mulwaree Council, Mr Warrick Bennett, General Manager
Griffith City Council, Mr Brett Stonestreet, General Manager
Gunnedah Shire Council, Cr Jamie Chaffey, Mayor
Gunnedah Shire Council, Mr Eric Growth, General Manager
Gwydir Shire Council, Cr John Coulton, Mayor
Gwydir Shire Council, Mr Max Eastcott, General Manager
Hilltops Council, Cr Brian Ingram, Mayor

Kempsey Shire Council, Cr Liz Campbell, Mayor
Kiama Municipal Council, Cr Mark Honey, Mayor
Kyogle Council, Cr Danielle Mulholland, Mayor
Leeton Shire Council, Cr Paul Maytom , Mayor
Leeton Shire Council, Ms Jackie Kruger, General Manager
Lithgow City Council, Cr Ray Thompson, Mayor
Lithgow City Council, Mr Andrew Muir, Acting General Manager
Moree Plains Shire Council, Cr Katrina Humphries, Mayor
Moree Plains Shire Council, Mr Lester Rogers, General Manager
Murray River Council, Cr Christopher Bilkey, Mayor
Murray River Council, Mr Des Bilske, General Manager
Narrandera Shire Council, Mr George Cowan, General Manager
Narromine Shire Council, Cr Craig Davies, Mayor
Oberon Shire Council, Cr Kathy Sajowitz, Mayor
Oberon Shire Council, Mr Garry Wallace, General Manager
Orange City Council, Cr Reg Kidd, Mayor
Parkes Shire Council, Cr Ken Keith, Mayor
Parkes Shire Council, Cr Barbara Newton, Deputy Mayor
Shellharbour City Council, Cr Marianne Saliba, Mayor
Shoalhaven City Council, Cr Amanda Findley, Mayor
Shoalhaven City Council, Mr Paul Keech, Director Assets and Works
Snowy Monaro Regional Council, Cr John Rooney, Mayor
Snowy Valleys Council, Cr James Hayes, Mayor
Temora Shire Council, Cr Rick Firman, Mayor
Temora Shire Council, Mr Gary Lavelle, General Manager
Tenterfield Shire Council, Cr Peter Petty, Mayor
Upper Lachlan Shire Council, Cr John Stafford, Mayor
Uralla Shire Council, Cr Michael Pearce, Mayor
Uralla Shire Council, Mr David Aber, Acting General Manager
Walcha Council, Cr Eric Noakes, Mayor
Walcha Council, Mr Jack O'Hara, General Manager
Warren Shire Council, Cr Milton Quigley, Mayor
Warren Shire Council, Mr Glen Wilcox, General Manager
Warrumbungle Shire Council, Mr Roger Bailey, General Manager
Yass Valley Council, Cr Rowena Abbey, Mayor
Yass Valley Council, Mr Chris Berry, Acting General Manager
LGNSW Cr Linda Scott, President
LDNSW Ms Tara McCarthy, Chief Executive

APOLOGIES:

As submitted

SPECIAL GUESTS:

Hon Mark Coulton MP, Minister for Regional services, Decentralisation and Local Government, Assistant Trade and Investment Minister

Hon Adam Marshall MP, Minister for Agriculture and western New South Wales

Geoff McKechnie APM, Assistant Commissioner, Commander, Western Region, New South Wales Police Force

Richard Colbran, Chief Executive Officer, NSW Rural Doctors Network

2. ADOPTION OF MINUTES OF PREVIOUS MEETING:

Our Ref: WI/19/10016

Page 2

RESOLVED that the minutes of the General Meeting held on 31 May 2019 be accepted as a true and accurate record (Parkes Shire Council /Tenterfield Shire Council).

3. Matters Arising from the Minutes

Cr Peter Petty Tenterfield Shire advised that the Waste Levy Group was to meet with the Minister for Energy and Environment, to discuss the dot points outlined in the Associations resolution of 31 May

4. CORRESPONDENCE

Outward

- (a) Mr Gordon Hinds, Managing Director, Better Energy Technology, thanking him for his presentation on 31 May 2019
- (b) The Hon Matt Kean MP, Minister for Energy and Environment, regarding the need for increased fire management issues
- (c) The Hon Adam Marshall MP, Minister for Agriculture and Western NSW, regarding the need for increased fire management issues
- (d) The Hon Matt Kean MP, Minister for Energy and Environment, requesting support for the prioritisation of electricity grid connections at substations
- (e) The Hon Angus Taylor MP, Minister for Energy and Emissions Reductions, requesting support for the prioritisation of electricity grid connections at substations
- (f) The Hon Dominic Perrottet MP, Treasurer, calling on the NSW Government to implement a "Royalties for Regions" program based upon a set percentage of royalties being returned to Local Government
- (g) Cr Bruce Miller, Chair of Board, Local Government Super, thanking him for his presentation on 31 May 2019
- (h) The Hon Shelley Hancock MP, Minister for Local Government, thanking her for her presentation on 31 May 2019
- (i) The Hon Brad Hazzard MP, Minister for Health and Medical Research, thanking him for his presentation on 31 May 2019
- (j) Mr Andrew Roberts, Chief Executive Officer, Field Solutions Group, thanking him for his presentation on 31 May 2019
- (k) The Hon Shelley Hancock MP, Minister for Local Government, expressing the Associations concern about the proposed increase in RFS contributions
- (l) The Hon Gladys Berejiklian MP, Premier, expressing the Associations concern about the proposed increase in RFS contributions
- (m) Mr Shane Fitzsimmons, Commissioner NSW RFS, asking for a stay on implementation of the requirements under the Rural Fire Act 1997, that covers grasslands and non-curing crops to allow further assessments to take place, and inviting him to attend the November meeting

NOTED

5. FINANCIAL REPORT

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

6. Hon Mark Coulton MP, Minister for Regional Services, Decentralisation and Local Government, Assistant Trade and Investment Minister

We live in a country underpinned by trade and the government has opened up more trade deals. India is the hardest to get a trade deal with which is important due to its growing middle class and insatiable appetite for energy. Getting into Mexico and other Latin American countries is important. Australia is negotiating with the European Union and waiting to see what happens with Brexit. Any China United States agreement could be bad for Australia. Maldistribution of health professionals is a major problem and \$550 million over 10 years is being put into a strategy including funding a generalist pathway. Telstra has raised issues about telecommunications and mobile black spots. There is a digital connectivity package to beef up data into country towns to produce greater speed and capability. There is no use moving people to country areas unless you can provide education, health and digital technology. The inland railway will foster country area development. Raising FAG's to 1% is not going to be of great assistance to country areas as most of it will go to metropolitan areas. There needs to be reform of the existing formula. The Minister is prepared to have the fight and do the work.

7. Benefit Cost Ratios

RESOLVED That the Association write to the Premier requesting the removal of Benefit Cost Ratios for funding programs (Shoalhaven City Council/Kyogle Council)

8. Hon Adam Marshall MP, Minister for Agriculture and Western New South Wales

Drought is affecting 96% of the State either severely or affected. All Country areas have been affected and people have been laid off work not only farmers and farm workers but also town support and service workers. Legal action for outstanding environmental cases are to be assessed under new laws rather than under laws that have not been in force for two years. Farm trespass laws are now being put in place and are to be enforced. An Agriculture Commissioner is to be appointed to protect rights to a farmer to farm. There is a need to look at how we manage the land to protect viable agricultural land from inappropriate development.

9. Geoff McKechnie APM, Assistant Commissioner, Commander, Western Region, New South Wales Police Force

The Stock Squad in 1947 dropped off but it has been reinstated in the last 5 or 6 years in response to rural crime. Its mission is look after "Incidents of Crime that Impact on the Functions of Pastoral, Agricultural and Aquaculture Industries" Members of the squad are detectives. It has three Zone Coordinators under the State Rural Crime Coordinator. Current direction is Education of Front Line Police, Increased Social Media, Advanced Community Engagement, Focused Operations and Investigations, and Developing Strategic Stakeholder Engagement. Local Government are high stakeholders in policing. In 2018 losses to primary producers were 1,454 head of cattle worth \$1.376 million and 1,769 head of sheep worth \$1.885 million. Future direction is centered on Enhanced Communication, Multi Force Operations, Increased Investigative Capacity, Targeting Hardening Research, Sale Yard Security, Stock Identification and Recruitment.

10. Richard Colbran, Chief Executive Officer, NSW Rural Doctors Network

The Rural Doctors Network is now 30 years old. There are four goals in the Strategic Plan 2019-2022, Build and Sustain Shovel Ready Workforce, Response to Community Need, Evidence Based Rural Health Policy and RDN Excellence. Customers are health workers, communities, organisations, the sector that represents the workforce and communities and RDN. Targeted priorities include Regional Workforce Coordination and Collaboration, Workforce Organizational and Community Capability, Adaption to New Workforce Models, Targeted Recruitment Campaigns and Trust. Key initiatives are Rural NSW Annual Health, Workforce Needs Assessment, Regional Workforce Coordination Projects, Community/town Based Workforce Projects, Aboriginal Health and Service Model Co-funded Role Trials. Rural Health Pro is a personalised digital experience to network, nurture, support, recognize and reward rural health professionals

11. RFS Contribution Increase

RESOLVED That Country Mayors write to the Premier and to Minister Elliott requesting urgent response to our letter dated 3 June 2019 and copies be forwarded to LGNSW and the Minister for Local Government (Moree Plains Shire Council/Tenterfield Shire Council)

12. Model Code of Conduct

RESOLVED That Country Mayors write to the Minister for Local Government requesting that the Model Code of Conduct be reviewed to set the same limitation on Councillors that applies to Members of Parliament in respect to attending community functions (Shellharbour City Council/Tenterfield Shire Council)

13. FAG Grants

RESOLVED That Country Mayors write to LGNSW supporting the ALGA resolution to remove the minimum per capita requirement and the Local Government Grants Commission be advised of the decision (Kyogle Council/Bega Valley Shire Council)

14. IPART Review of Local Government Election Costs

RESOLVED That in relation to IPART's review of local government election costs the Country Mayors' Association does not support the funding hierarchy recommended by IPART and its allocation of costs between the NSW Government and councils for the provision of election services of the NSW Electoral Commission (Moree Plains Shire Council/Tenterfield Shire Council)

15. Essential Energy Proposed Job Cuts

RESOLVED That Country Mayors write to Essential Energy objecting to the proposed job cuts (Moree Plains Shire Council/Tenterfield Shire Council)

16. IPART Rating Review

Cr Sajowitz, Oberon Council reported that of particular significance to Oberon and other Councils who form part of the Unratable Land Working Party are the recommendations that

- General exemptions should be based on land use not land ownership, and land used for commercial or residential purposes should not be exempt regardless of who owns it. This would help to ensure that land used mainly to deliver private benefits pays its fair share of rates
- Some explicit exemptions should be retained or amended as they are consistent with the general exemptions. For example, these include those for land used by a religious body for that purpose, land vested in the NSW Aboriginal Land Council, and land owned by a hospital and used for that purpose.
- Some explicit exemptions should be removed on the basis that the land is used for a commercial or residential purpose. For example, these include those for land owned or vested in a water authority, land below the high water mark used for the cultivation of oysters, and land used for commercial fishing

Submissions to the rating recommendations are due mid-September

RESOLVED That Country Mayors gives authority to the Unratable Land Working Party to prepare a submission on behalf of the Country Mayors Association to the IPART Rating Review (Oberon Council/Moree Plains Shire Council)

There being no further business the meeting closed at 12.55pm.

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



New England Bush Fire Management Committee

Chairperson: Mick Pearce 0488 752 520
Executive Officer: Steve Mepham 6771 2400
Email: newenglandteam@rfs.nsw.gov.au

MINUTES

Meeting held 20th August 2019
at New England Fire Control Centre

Present: Refer to attached attendance sheet

Minutes by: Renee Dell

1. Meeting opened 10:06am by Chair Mick Pearce

2. Apologies

Mark Burgess (Armidale Regional Council); Grahame Brown (NSW Farmers); Deb Donaldson (NSW RFS); Marc Jenkinson (John Holland); Liz Ferris (NSW RFS); Peter Bloomfield (Walcha Council); Tom Cooper (F+R); Rodney O'Brien (Crown Lands); Warren Chawner (Forest Corp.) Moved: R Bloomfield; Seconded: G Green

3. Disclosures of Interest

No disclosures of interest declared

4. Confirmation of Minutes of meeting held 5/3/2019

No corrections – accepted

Moved: R Bloomfield; Seconded: W Zikan

5. Business arising from previous Minutes

Steve reported that heavy plant training and a Bushfire Awareness Course had been conducted last week with 34 participants taking part. A separate session was run specifically for local council employees.

Update on Tingha boundary re-alignment – Tingha RFS brigade and the fire area they look after has been handed over to Northern Tablelands RFS to manage, as they are now part of the Inverell LGA. From an RFS perspective many of our Systems such as BRIM's, ICON etc. have not yet been updated. NE Risk Mgt. Plan will need amendment.

6. Correspondence

In:

- Nil

Out:

- Nil

7. Report from Working Groups

Nil

8. Report from Sub-committees – FAFT

Since the last BFMC meeting National Parks have submitted a number of updates. Tim Heslop who is the Region West Firetrails Co-ordinator assisting us, has this information and is currently working on updating the spreadsheet and mapping data. Looking to have final updates in from all Agencies by the end of August, with another sub-committee meeting proposed for the 17th September.

Aaron from National Parks showed the Committee photos of the new RACAS camera system that they have recently developed to assess their firetrails. The roof mounted device measures trail slope, cross fall and road width. Passing bays still need to be manually integrated 94% of their trails have been driven and their condition assessed using this device.

F+R enquired about the proposal by the RFS to establish a firetrail at the back of Invergowrie. RFS looking at landownership and possible trail locations.

9. Other Business

Steve – RFS are currently in the process of upgrading radio capability to GRN. Every appliance will have the radio changed over. Not sure if profile will be compatible with NP's, SF and F+R yet.

The winch simulator has just been installed at the airport complex this week. The logs shed and training prop are now up and running.

a. Progress on BFRMP Reports from Agencies

Nil

b. Progress on BFRMP strategies/tasks

Nil

c. Monthly HR Report from BRIMS

Circulated

d. Annual Works Plan

2700 hectares burn from 5 recent hazard reductions. Once mapping is finalised should see these works as being complete in BRIM's.

Forests have been able to complete some hazard reduction this season but stopped burning approximately 2 weeks ago due to current weather conditions.

e. Fire Trail Register

Previously discussed in (8)

f. Grant Funding

Nil

g. Issues Register

No issues

10. General Business

NSW Farmers – Rob reported that they are currently working on a Code of Conduct for local wind and solar energy farms that are popping up and asked for input from RFS and other Agencies. They consider grazing activities to be an essential part of the farms fire management strategies post construction. As there are new proposals popping up frequently they are looking for some standardisation.

RFS – Operational Readiness

New England RFS is currently working with local councils to not deplete drinking water or livestock water supply on farms. This means that water will have to be transported to most large fires this season. Armidale Regional Council have recently identified 12 water sources that the RFS can use. RFS is currently checking access to these sites and mapping them. Large water supplies on private property are also currently being sourced. RFS also have water sources available at brigade station tanks and the Armidale and Walcha airport. Strategies for this fire season will be to deploy Group Officers to look at water supply, heavily resource fires, use dry fire-fighting techniques, heavy plant and possibly fixed-wing aircraft. National Parks advised that they do currently have water tanks at their Walcha depot and are currently installing tanks at their Miller Street depot.

Forest Corp. reported that the Walcha area is pretty well off for water, however around Hanging Rock most water points are dry and they will have to use bouy walls as back up; Riamukka will also be in a very bad situation if rain is not received before Christmas.

Armidale Regional Council – reported that the new landfill site currently has three catchment ponds full of water that they are using for road works and can also be used by the RFS.

NP's – Annual staff meeting held on 13-14 August at Lake Keepit. Pre-season pack tests have been completed. Will have good RAFT crews this season and Div Coms but have lost some experienced Rangers with IMT qualifications. Tanya Weir, who will be based in Glen Innes, is their new Fire Management Team Leader, replacing Peter Burney.

F+R – Matt Goudman advised that he was new to the area and that their fire permits are now all done on-line. People may no longer have a paper permit to produce.

Crown Lands – APZ sites currently have low fuel loads. No treatment action required.

RFS – Steve advised that a graded permit system based on the Fire Danger Rating is currently being investigated. More to come on this.

Restructure – 8 area model has been reduced back to 7 areas. New England zone is included with Northern Tablelands and Coast. Regional Office will move to be relocated at Coffs Harbour. 130 staff displaced and some positions down-graded. Overall aim of the restructure is to reduce span of control, relieve some of the work from District offices, which will hopefully result in improved volunteer relations.

Duty arrangements – New England are currently continuing with their combined duty arrangement with Northern Tablelands, as per the past 3 years. Acknowledge that loss of local knowledge is one of the disadvantages of this arrangement however, this is where the On-Call officer should be able to help out. An alternate 000 and Duty Officer phone number

have recently been created to give New England the capacity to split the system during busy operational times. Contact numbers to be circulated.

RFS Volunteer Rep. Report – Senior volunteers attended a Workshop in Glen Innes in July. Discussions held around ways to improve IMT's, Divcoms, Welfare, Accommodation, Mapping and Logistics. These recommendations resulted from a Senior Field Officers Workshop held in May after S.44 fires in the region.

Pre-season meetings have been held in Armidale, Guyra, Uralla and Walcha plus 2 x Permit Officers Workshops. Need for prompt sitreps, early discussions on water supply and dry fire-fighting was discussed.

We have Brigades participating in Get Ready Weekend again this year on 14-15th Sept. Further information on locations is available from RFS website. Community Engagement Brigade have completed Fire Awareness activity with the local Scouts and visited Ebor and Chandler Public Schools for a fire safety presentation.

LLS – Geoff raised concern over fire permits being issued for deceased livestock given the dry conditions. Advised the Committee that New England is not in an anthrax area and that the burning of deceased livestock is not necessary. Stock can be left or buried.

11. Close

Meeting closed at 11:13am

Next Meeting: 18th February 2020

DRAFT

Central Northern Regional Libraries (CNRL)

Wednesday, 4 September 2019 at 2:00pm

**Function Room, Level 4, Ray Walsh House
437 Peel Street, Tamworth**

MINUTES

Members Present

Organisation	Representative
Gwydir Shire Council	Cr Catherine Egan
Gwydir Shire Council	Georgia Standerwick
Liverpool Plains Shire Council	Cr Paul Moules
Liverpool Plains Shire Council	Ian George
Narrabri Shire Council	Jennifer Campbell
Tamworth Regional Council	Cr Juanita Wilson
Tamworth Regional Council	Kay Delahunt
Tamworth Regional Council	Shiralee Franks
Tamworth Regional Council	Narelle Lightfoot
Tamworth Regional Council	Megan Pitt
Uralla Shire Council	Cr Isabel Strutt
Uralla Shire Council	Luise Scherer
Walcha Council	Cr Bill Heazlett (Chair)

1. Welcome

Cr Bill Heazlett welcomed all to the meeting and made the following acknowledgement – *I would like to acknowledge the Kamilaroi people who are the traditional custodians of this land. I also pay my respects to Elders, both past and present, and extend that respect to other Aboriginal people who are present today.*

Cr Heazlett also welcomed Ian George from Liverpool Plains Shire Council.

2. Apologies

Apologies were received from Cr Cathy Redding (Narrabri Shire Council) and Jane Ogden (Uralla Shire Council).

3. Minutes of Previous Ordinary Meeting 1 May 2019

Motion: *That the Minutes from the previous Ordinary Meeting of the Central Northern Regional Library, dated 1 May 2019, be accepted as a true and accurate record.*

Moved: *Cr Juanita Wilson*

Seconded: *Cr Catherine Egan*

CARRIED

4. Business Arising from Previous Minutes

No business arising.

5. Quarterly Report for June 2019

Information and Collections Librarian, Shiralee Franks, prepared the Quarterly Report for June 2019.

Motion: *That the Quarterly Report for June 2019 be received and noted.*

Moved: *Cr Paul Moules*

Seconded: *Georgia Standerwick*

CARRIED

6. Changes to the State Funding Model

Kay Delahunt spoke to the information provided in the Agenda regarding the changes to the State Funding Model.

Motion: *That the changes to the State Funding Model be received and noted.*

Moved: *Jennifer Campbell*

Seconded: *Cr Catherine Egan*

CARRIED

7. New Formula for CNRL Contributions

Kay Delahunt spoke to the information provided in the Agenda regarding the new formula for CNRL contributions.

Cr Bill Heazlett asked the Committee to provide individual feedback which consisted of:

Cr Juanita Wilson: *No concerns to raise.*

Cr Paul Moules: *Very, very good. No issues.*

Jennifer Campbell: *Very happy with the model.*

Cr Catherine Egan: *Gwydir Shire can cope with the model.*

Cr Isabel Strutt: *Most satisfied with the model, can cope with the change.*

Cr Bill Heazlett: *Appreciate Kay and staff's time. It continues from previous formula to benefit all. Has full support.*

Motion: *That the new formula for CNRL Contributions are approved.*

Motion: *That a letter be sent to advise Councils of changes.*

Moved: *Cr Paul Moules*

Seconded: *Cr Bill Heazlett*

CARRIED

8. CNRL Overdue Fees

Kay Delahunt presented information and research on abolishing overdue fees. CNRL branch staff were unanimous in their opinion of abolishing overdue fees and also reducing loan limits from 50 items per borrower to 20 items.

Motion: *That in relation to the report “CNRL Overdue Fees” the following changes to fees and loan limits apply:*

- *CNRL overdue fees are abolished*
- *CNRL loan limited is reduced to 20 items per borrower*
- *CNRL loan period to remain at 3 weeks for standard items with up to 5 x 2 week renewals for items that are not reserved by another borrower.*

Moved: *Cr Catherine Egan*

Seconded: *Cr Isabel Strutt*

CARRIED

9. Selection of “One Book One Region” title for 2019

Megan discussed the options for *One Book One Region* (OBOR) and the Committee voted. *Any Ordinary Day* received 4 votes and *Back on Track* received 2 votes.

Kay suggested that *Any Ordinary Day* be the OBOR and *Back on Track* be a focus book at the same time.

Motion: *Any Ordinary Day be the formal One Book One Region title and Back on Track be a focus book at the same time.*

Moved: *Cr Paul Moules*

Seconded: *Luise Scherer*

CARRIED

10. Demonstration of the new CNRL mobile app

Kay Delahunt provided a demonstration of the new CNRL mobile app.

11. General Business

Cr Paul Moules raised a question about delegates travelling to other libraries for meetings. Cr Bill Heazlett suggested this be discussed at the next meeting following feedback from delegates. Cr Heazlett also advised that these meetings are about the CNRL not individual libraries, and it may not be appropriate to move the meeting around.

Cr Paul Moules also requested some information on how to engage with the Indigenous community. Kay Delahunt advised that she is attending an upcoming seminar and will send notes to assist.

Cr Catherine Egan advised the Committee that Gwydir are on track with their library and have had no hiccups or dramas.

Ian George advised that Liverpool Plains Shire Council had secured \$200,000 state funding to go towards their new library. Blacktown Council has done some preliminary sketches. Talks are currently underway with the local youth and a survey has been distributed to ascertain what they youth would like to see in this area.

12. Next Ordinary Meeting:

Wednesday, 13 November 2019

Meeting Closed 3.16pm