



BUSINESS PAPER
ORDINARY MEETING OF COUNCIL

To be held on

Wednesday, 28 September 2022

Commencing at

3:00pm

at

Walcha Council Chambers

Members:

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

Quorum – 5 Members to be Present

AGENDA

Submitted to Council:

28 September 2022

..... General Manager


..... Mayor



Dear Mayor & Councillors

You are requested to attend the Ordinary Meeting of the Walcha Council to be held in the Council Chambers, Hamilton Street, Walcha on **Wednesday, 28 September 2022** commencing at **3:00pm**.

Yours sincerely



Barry Omundson
General Manager

NOTICE:

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

ACKNOWLEDGEMENT OF COUNTRY:

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

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1. Leave of Absence
2. Confirmation of Previous Minutes
 - 2.1 Minutes of the Ordinary Meeting held on Wednesday, 31 August 2022 at Walcha Council Chambers. WO/2022/02562
 - 2.2 Minutes of the ExtraOrdinary Meeting held on Wednesday 21 September 2022 at Walcha Council Chambers. WO/2022/02803
3. Business Arising
4. Declarations of Interest
5. Mayoral Minute
Nil.
6. Senior Officers' Reports
 - 6.1 Regional Meetings Schedule 2022 WO/2022/02758
 - 6.2 Financial Sustainability Review WO/2022/2807
 - 6.3 Review of Councils Delegations 2022 WO/2022/02732
 - 6.4 Pecuniary Interest Annual Returns for Designated Staff & Councillors for the period 01 July 2021 to 30 June 2022 WO/2022/02731
7. Notice of Motion
Nil.
8. Matters of Urgency
(Resolution to admit matters of urgency before being further considered by Council).



9. Management Review Reports

9.1 Office of the General Manager	WO/2022/02809
9.2 Infrastructure	WO/2022/02797
9.3 Environment & Development	WO/2022/02681
9.4 Community & Tourism	WO/2022/02747
9.5 Corporate & Finance	WO/2022/02802

10. Committee Reports

10.1 Minutes of the Walcha Council Beautification Advisory Committee Meeting held on Wednesday 07 September 2022	WO/2022/02801
10.2 Minutes of the Walcha Council Motorcycle Rally Committee Meeting held on Thursday 08 September 2022	WO/2022/02792
10.3 Minutes of the Walcha Council Capital Advisory Committee Meeting held on Friday 16 September 2022.	WO/2022/02796

11. Delegate Reports

11.1 Nil.

12. Questions with Notice

Nil.

13. Reports to be Considered in Closed Council

13A Referral to Closed Council – Tender RFT-W22/109 – Walcha Swimming Pool Refurbishment Design	WO/2022/02808
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Resolution to adjourn the Ordinary Meeting and to move into Closed Council Meeting and to exclude the Press and the Public from the entire proceedings of the Closed Meeting.

Resolution to move into Open Council.

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



Present:

Leave of Absence Received:

Confirmation of the Ordinary Meeting Minutes held on Wednesday, 31 August 2022:

Confirmation of the ExtraOrdinary Meeting Minutes held on Wednesday, 21 September 2022:

Matters arising from the Minutes of the Ordinary Meeting held on Wednesday, 31 August 2022:

Matters arising from the Minutes of the ExtraOrdinary Meeting held on Wednesday, 21 September 2022:



Item 2: Previous Minutes



ORDINARY MEETING OF COUNCIL

held on

Wednesday, 31 August 2022

at

3.04pm

at

Walcha Council Chambers

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

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

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

1. LEAVE OF ABSENCE:

Nil.

MINUTES



2. CONFIRMATION OF THE ORDINARY MEETING MINUTES HELD ON WEDNESDAY 27 JULY 2022:

20 **RESOLVED** on the Motion of Councillors Reilly and Ferrier that the Minutes of the Ordinary Meeting held on Wednesday, 27 July 2022, copies of which have been distributed to all members, be taken as read and confirmed a **TRUE** record.

3. BUSINESS ARISING

Nil.

4. DECLARATIONS OF INTEREST

Nil.

5. MAYORAL MINUTE

Nil.

6. SENIOR OFFICERS REPORT

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

6.1 Development Application 10.2021.36 – Alterations and additions to a Supermarket WO/2022/02541

22 **RESOLVED** on the Motion of Councillors Noakes and Ferrier that Council approve Development Application 10.2021.36 for the alterations and additions to a supermarket on Lot 1 DP 996429 known as 16W-26W Fitzroy Street, Walcha subject to the following conditions:

**RELEVANT PRESCRIBED CONDITIONS
(under the Environmental Planning and Assessment Regulation 2000)**

Compliance with Building Code of Australia & insurance requirements under the Home Building Act 1989

Please Note: A reference to the Building Code of Australia is a reference to that Code as in force on the date the application is made for the relevant:

- a) development consent, in the case of a temporary structure that is an entertainment venue, or
- b) construction certificate, in every other case.

1. The work must be carried out in accordance with the requirements of the Building Code of Australia.

Erection of signs

Please Note: This does not apply in relation to:

- a) Building work, subdivision work or demolition work that is carried out inside an existing



building, which does not affect the external walls of the building development consent, in the case of a temporary structure that is an entertainment venue, or

- b) *Crown building work that is certified, in accordance with section 116G of the Act, to comply with the technical provisions of the State's building laws.*
- c) *A complying development certificate issued before 1 July 2004 only if the building work, subdivision work or demolition work involved had not been commenced by that date.*

- 2. A sign must be erected in a prominent position on any site on which building work, subdivision work or demolition work is being carried out:
 - a) showing the name, address and telephone number of the principal certifying authority for the work, and
 - b) showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and
 - c) stating that unauthorised entry to the site is prohibited.
- 3. Any such sign is to be maintained while the building work, subdivision work or demolition work is being carried out, but must be removed when the work has been completed.

Please Note: *Principal certifying authorities and principal contractors must also ensure that signs required by this clause are erected and maintained (see clause 227A which currently imposes a maximum penalty of \$1,100).*

Shoring and adequacy of adjoining property

Please Note: *This does not apply if the person having the benefit of the complying development certificate owns the adjoining land or the owner of the adjoining land has given consent in writing to that condition not applying.*

- 4. If the development involves an excavation that extends below the level of the base of the footings of a building on adjoining land, the person having the benefit of the certificate must at the person's own expense:
 - a) protect and support the adjoining premises from possible damage from the excavation, and
 - b) where necessary, underpin the adjoining premises to prevent any such damage.

GENERAL CONDITIONS

- 5. The development shall be implemented in accordance with:
 - (a) All documentation and correspondence submitted by the applicant, or their agents, in support of the Development Application,
 - (b) the details set out on the plans approved and stamped by authorised officers of Council,except as amended by the conditions of this development consent.

Note: Any proposal to modify the terms or conditions of this consent, whilst still maintaining substantially the same development to that approved, will require the



submission of a formal application under Section 4.55 of the *Environmental Planning and Assessment Act 1979* for Council's consideration. If amendments to the design result in the development not remaining substantially the same as that approved by this consent, a new development Application will have to be submitted to Council.

6. A copy of all stamped approved plans, specifications and documents must be kept on site at all times so as to be readily available for perusal by any officer of Council or the Principal Certifier.
7. A separate development application is to be submitted for any advertising signage change, as there was not enough detail submitted for an assessment as per Section 4.15 of the *Environmental Planning & Assessment Act 1979*.
8. An office and staff amenities are to be provided within the complex. The location and number of amenities is to comply with the National Construction Code and relevant Australian Standard.
9. The premises is to comply with all requirements of the NSW Food Authority, *Premises Fitout Code* and all relative food Australian Standards.
10. The following procedures and the risk management procedures for the demolition apply:
 - a) Demolition will comply with the relevant requirements of WorkCover NSW, the Occupational Health and Safety Act and Australian Standard A.S.2601-20011 the "Demolition of Structures".
 - b) Sewer and stormwater will be capped off at ground level to prevent any ingress of water and debris into the sewerage and stormwater system.
 - c) Water supply will be isolated at Council's water meter. Water meter(s) will be protected and left in place.
 - d) All waste materials will be recycled where possible.
 - e) All hazardous materials shall be removed from the site and disposed of at an approved waste disposal facility (Lightning Ridge Landfill) in accordance with the requirements of the relevant legislation, codes, standards and guidelines prior to demolition commencing. Details of compliance, namely the method of containment and control of emission of fibres to the air shall be submitted to Council prior to the removal of any hazardous material.

Asbestos material will be removed in accordance with all relevant legislation, including the Department of Health "Code of Practice" for the Safe Removal of Asbestos 2nd Edition (NOHSC: 2002 (2005)) and the Code of Practice for the Management and Control of Asbestos in Workplaces (NOHSC:2018 (2005)).

CONDITIONS TO BE COMPLETED PRIOR TO CONSTRUCTION COMMENCING

11. A Construction Certificate must be obtained, in accordance with the *Environmental Planning and Assessment Regulation 2021*, before work commences.
12. A report will need to be provided to Council prior to the issue of a Construction Certificate by a suitably accredited Access consultant, showing the National Construction Code compliance for each stage with the relevant Australian Standards, detailing the exact



works to be undertaken.

13. A report will need to be provided to Council prior to the issue of a Construction Certificate by a suitably accredited Fire Engineer, showing the National Construction Code compliance and with the relevant Australian Standards, detailing the exact works to be undertaken, including a Proposed Fire Safety Schedule for the whole building.
14. A Waste Management Plan is to be submitted to and approved by Council. This is to include the location of the garbage collection point, including recycling. It is also to include the method and timing of garbage collection or disposal.
 - A screened and secure garbage storage area is to be provided to site.
15. Council is to be given written notice of the intention to commence works and the appointment of a Principal Certifier (if the PC is not Council) at least two days before the proposed date of commencement, in accordance with the *Environmental Planning and Assessment Regulation 2021*. Such notice is given using the form enclosed with this consent.

Should Council be appointed the Principal Certifier, the applicant must give at least 2 days' notice to enable inspections to be undertaken.
16. Before construction commences on the site and throughout the construction phase of the development, erosion control measures are to be installed to prevent soil erosion, water pollution or the discharge of loose sediment on surrounding land, as follows:
 - divert uncontaminated run-off around cleared or disturbed areas,
 - erect a silt fence to prevent debris escaping into drainage systems or waterways,
 - prevent tracking of sediment by vehicles onto roads,
 - stock pile topsoil, excavated material, construction and landscaping supplies and debris within the site.

Please Note: Failure to take effective action may render the developer liable to prosecution under the NSW Protection of the Environment Operations Act 1997.

17. A hoarding or fence must be erected between the work site and any public place if the work is likely to cause traffic (pedestrian or vehicular) in a public place to be obstructed or otherwise inconvenience. The erected hoarding is to be sufficient to prevent any substance from or in connection with the work falling into the public place. The work site must be kept lit between sunset and sunrise if it is likely to be hazardous to persons in the public place. The hoarding, fence or awning is to be removed once the work has been completed.
18. Approval to carry out water, sewer and stormwater work must be obtained, in accordance with section 68 of the *Local Government Act 1993*, before works commence.
19. As no trade waste detail has been provided, an approval to dispose of trade waste must be obtained, in accordance with section 68 of the *Local Government Act 1993*, before works commence. This is to cover all existing and proposed arrangements.
20. Condition Requested by Traffic for NSW
A Construction Traffic Management Plan (CTMP) should be prepared and implemented



to address construction impacts on surrounding roads, including consideration for public footpaths. Where construction traffic is likely to impact vehicle and/or pedestrian movements along Fitzroy Street, then a Traffic Guidance Scheme/s (TGS) prepared and implemented by suitably qualified persons should be included in the CTMP. Prior to the implementation of any TGS within the travel lanes of the Oxley Highway a Road Occupancy Licence (ROL) must be obtained from by submitted a required to the ONLINC online system. Refer to the TfNSW [website](#) for further details.

CONDITIONS TO BE COMPLETED DURING CONSTRUCTION

- 21. The owner of the property is to ensure that any building is constructed:
 - (a) to meet the setback requirements of the approved plans,
 - (b) to be located within the confines of the lot, and;
 - (c) so that it does not interfere with any easements or covenants upon the land.
- 22. Any building work must be carried out between 7.00am and 5.00pm Monday to Friday and 8.00am to 1.00pm Saturdays, excluding Sundays and public holidays. No audible construction is to take place outside these hours, to maintain the amenity of the locality.
- 23. A garbage receptacle must be provided at the work site before works begin and must be maintained until works are completed. The garbage receptacle must have a tight fitting lid and be suitable for the reception of food scraps and papers.
- 24. Waste materials (including excavation, demolition and construction waste materials) must be managed on the site (and must not be burned on site) and then disposed of at a waste management facility, to protect the amenity of the area and avoid the potential of air pollution.
- 25. Effective dust control measures are to be maintained during construction to maintain public safety/amenity. Construction activities are to be undertaken so as not to inconvenience the adjoining land owners and are to be restricted solely to the subject site.
- 26. Any run-off and erosion control measures required must be maintained within their operating capacity until the completion of the works to prevent debris escaping from the site into drainage systems, waterways, adjoining properties and roads.
- 27. No material or equipment associated with the development is to be placed on public land without the written consent of the Council, and any activity located in close proximity to public areas is to be fenced to prevent damage to persons or property.
- 28. Any earthworks (including any structural support or other related structure for the purposes of the development):
 - a) must not cause a danger to life or property or damage to any adjoining building or structure on the lot or to any building or structure on any adjoining lot, and
 - b) must not redirect the flow of any surface or ground water or cause sediment to be transported onto an adjoining property, and
 - c) that is fill brought to the site—must contain only virgin excavated natural material (VENM) as defined in Part 3 of Schedule 1 to the *Protection of the Environment*



Operations Act 1997, and

- d) that is excavated soil to be removed from the site—must be disposed of in accordance with any requirements under the *Protection of the Environment Operations (Waste) Regulation 2005*.

Any excavation must be carried out in accordance with *Excavation Work: Code of Practice* (ISBN 978-0-642-785442), published in July 2012 by Safe Work Australia.

29. If, during the course of any activities conducted under this consent, the Applicant becomes aware of any heritage or archaeological sites not previously identified, all work likely to affect the site shall cease immediately. The Applicant shall then consult with relevant authorities and decide on an appropriate course of action prior to recommencement of work. The relevant authorities may include NSW Planning, Infrastructure & Environment and the relevant local Aboriginal community. Any necessary permits or consents shall be obtained and complied with prior to recommencement of work.

CONDITIONS TO BE COMPLETED PRIOR TO OCCUPATION / USE COMMENCING

30. Occupancy of the building is not to take place until the Principal Certifier has carried out a final inspection, an Occupation Certificate issued and a Fire Safety Schedule has been provided to Council. All required trade certifications are to be available to the PCA before the final inspection will be carried out.

Please Note: *Failure to obtain an Occupation Certificate is an offence under the legislation. Penalty advice for buildings (penalties do not apply to uses detailed in sections 109M and 109N; i.e. Crown projects, Class 1a and 10 buildings or as detailed for places of public entertainment).*

31. At the completion of the works, the work site must be left clear of waste and debris.
32. The development must demonstrate compliance with *AS/NZS 11583.1 Pedestrian Area (Category P) Lighting* and *AS4282 Control of Obtrusive Effects of Outdoor Lighting*.
33. The existing access and carpark area for the whole site is to be upgraded to meet Australian Standard 2890.1 and 2890.2.2004 as approved by the Director Infrastructure. This is to include drainage works, either a bitumen seal coat, asphaltic or bituminous concrete, cement concrete, with line marking for carparks and traffic directional signage.
34. The rear of the building is to be provided with adequate lighting to ensure the safety of the users of the onsite car parking.
35. All external lighting is to be positioned and directed so as to prevent the intrusion of light to the adjoining premises.
36. Carpark lighting is to comply with the requirements of AS 2890.1 2004. (Parking Facilities – Part 1: Off-street car parking).
37. Occupancy of the building is not to take place until an inspection is carried out by Council's Environmental Health Officer to ensure compliance with the NSW Food Authority Standards and any relevant Australian Standard.
38. Compliance with *Disability (Access to Premises - Buildings) Standards 2010* is to be



demonstrated.

39. All onsite parking facilities, are to comply with Part D3.5 of Building Code of Australia and the requirements of Australian Standard 2890.1 – Parking Facilities – Off-street Car Parking and Australian Standard 2890.6 – Off Street Parking for People with Disabilities.
40. A right of way agreement with the neighbouring Lot 1 DP 995937 is to be prepared and or formalised. As there will be larger delivery trucks entering and exiting the site, an in-perpetuity maintenance agreement, containing resolution mechanisms, be submitted to and approved by Council, and registered prior to any Occupation Certificate being issued.

CONDITIONS RELATING TO ONGOING OPERATIONS

41. A further application is to be made for any change, enlargement or intensification of the premises or land use, including the display / erection of any new structure such as signage, partition walls or building fit-out (unless the proposed work is exempt from the need for consent under *State Environmental Planning Policy (Codes SEPP) 2008*).
42. Free and uninterrupted access to car parking areas be maintained at all times.
43. The onsite carpark is not to be used as a storage area.

COUNCIL ADVICE ONLY

44. Covenant/s: The applicant / owner has the responsibility of being aware of any covenant which may affect the proposal.
45. Dial Before You Dig: Underground assets may exist in the area that is subject to your application. In the interests of health and safety and in order to protect damage to third party assets please contact Dial Before You Dig at www.1100.com.au or telephone on 1100 before excavating or erecting structures (This is the law in NSW). If alterations are required to the configuration, size, form or design of the development upon contacting the Dial Before You Dig service, an amendment to the development consent (or a new development application) may be necessary. Individuals owe asset owners a duty of care that must be observed when working in the vicinity of plant or assets. It is the individual's responsibility to anticipate and request the nominal location of plant or assets on the relevant property via contacting the Dial Before You Dig service in advance of any construction or planning activities.
46. Telecommunications Act 1997 (Commonwealth); Telstra (and its authorized contractors) are the only companies that are permitted to conduct works on Telstra's network and assets. Any person interfering with a facility or installation owned by Telstra is committing an offence under the Criminal Code Act 1995 (Cth) and is liable for prosecution. Furthermore, damage to Telstra's infrastructure may result in interruption to the provision of essential services and significant costs. If you are aware of any works or proposed works which may affect or impact on Telstra's assets in any way, you are required to contact: Telstra's Network Integrity Team on phone number 1800 810 443.

Reasons for Conditions

1. To confirm and clarify the terms of Council's approval.

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.....General ManagerMayor



2. To comply with all relevant legislation.
3. So that the impacts of any increase in the scale or duration of operations may be assessed and appropriately controlled.
4. To prevent and/or minimise the likelihood of environmental harm and public nuisance.
5. To ensure the rehabilitation of the site.
6. To minimise the potential for adverse impacts on the environment or public as a result of the development.
7. To ensure waste is disposed of in an appropriate manner.
8. To ensure that public infrastructure is maintained.
9. To minimise the potential for detrimental impacts to buildings or neighbouring properties.
10. To ensure that any National Construction Code issues are resolved prior to Construction Certificate assessment, including the peer review by an independent Accredited Certifier for alternate or performance solutions.
11. To ensure maintenance and resolution provisions are clearly documented for right of carriageways and easements.

Being a **Planning Matter a Division** was called prior to voting on this matter and the results was as follows:

For: Berry, Ferrier, Hicks, Kermode, Noakes, Pointing, Reilly and Schaefer.
Against: Nil.
Absent: Nil.
Declarations of Interest: Nil.

**6.2 Development Application 10.2022.25 – 15N Towers Street – Carport
WO/2022/02515**

23 **RESOLVED** on the Motion of Councillors Kermode and Schaefer that Council approve Development Application 10.2022.25 for the construction of an attached carport in front of the dwelling on Lot 12 DP 853654 known as 15N Towers Street, Walcha, as per the development conditions listed within the Development Assessment Report.

Being a **Planning Matter a Division** was called prior to voting on this matter and the results was as follows:

For: Berry, Ferrier, Hicks, Kermode, Noakes, Pointing, Reilly & Schaefer
Against: Nil.
Absent: Nil.



Declarations of Interest: Nil.

6.3 Draft Social Media Policy **WO/2022/02505**

24 **RESOLVED** on the Motion of Councillors Hicks and Kermode that Council:

1. **PUBLICLY** exhibit for a period of 28 days the Draft Social Media Policy;
2. **ADOPT** the Draft Social Media Policy as presented, should no submissions be received as a result of the public exhibition.

6.4 Update Credit Card Policy **WO/2022/02524**

25 **RESOLVED** on the Motion of Councillors Schaefer and Reilly that Council **ADOPT** the amendments to the Credit Card Policy.

6.5 Draft Community Grants & Donations Policy **WO/2022/02503**

26 **RESOLVED** on the Motion of Councillors Ferrier and Hicks that Council:

1. **REVOKE** the following policies:
 - Donations Policy;
 - Learn to Swim Program Assistance Policy;
 - Homeowners – First Home Owners – Concrete Discounts Policy;
 - Christmas Decorations Incentive Grant Program Policy;
2. **PUBLICLY** exhibit for a period of 28 days the Draft Community Grants & Donations Policy;
3. **ADOPT** the Draft Community Grants and Donations Policy as presented should no submissions be received as a result of the public exhibition.

6.6 Walcha Physiotherapy Request for Subsidised Gym Membership Fees for Seniors **WO/2022/02517**

Motion

It was **MOVED** Councillor Ferrier that Council:

1. **APPROVE** the request of Walcha Physiotherapy for discounted membership fees for sections (aged 50+), with a 10% discount.
2. **ADOPT** Draft Amended 2022-2023 Fees & Charges to include a 10% Seniors (aged 50+) discount;
3. **PUBLICLY** exhibit for a period of 28 days the Draft Amended 2022-2023 Fees & Charges;
4. **DELEGATE** to the General Manager to **ADOPT** Final Amended 2022-2023 Fees & Charges should no submission be received as a result of the public exhibition.

The **Motion FAILED** to get a **Secunder** and therefore **LAPSED**.



6.7 Disability Action Plan DIAP **WO/2022/02506**

27 **RESOLVED** on the Motion of Councillors Schaefer and Pointing that Council **ADOPT** the 2022 Disability Inclusion Action Plan as presented.

6.8 Financial Statements to Audit **WINT/2022/05429**

28 **RESOLVED** on the Motion of Councillors Kermode and Schaefer that Council:

1. **REFER** the 2021-2022 Financial Reports to Audit; and
2. **ENDORSE** the Statements in accordance with Section 413(2) (c) of the Local Government Act 1993 to be completed and signed by the appropriate signatories.

6.9 Appoint Additional Representative to Beautification Advisory Committee
WO/2022/02532

29 **RESOLVED** on the Motion of Councillors Ferrier and Reilly that Council:

1. **AMEND** the Terms of Reference for the Beautification Advisory Committee to allow eight (8) community representatives:
2. Formally **INVITE** Fay Collingwood King to become a member of the Beautification Advisory Committee.

7. NOTICES OF MOTION

Nil.

8. MATTERS OF URGENCY

Nil.

9. MANAGEMENT REVIEW REPORTS

9.1 Office of the General Manager **WO/2022/02514**

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

9.2 Infrastructure **WO/2022/02154**

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

9.3 Environment & Development **WO/2022/02109**

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



9.4 Community & Tourism

WO/2022/02377

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

10. COMMITTEE REPORTS

34 **RESOLVED** on the Motion of Councillors Berry and Kermode that Council **RECEIVE** and **NOTE** the Committee Reports as presented.

10.1 10.1 Minutes of the Walcha Motorcycle Rally Advisory Committee Meeting held in the Council Chambers on Thursday 28 July 2022. WO/2022/02451

10.2 Minutes of the Walcha Arts Advisory Committee Meeting held in the Council Chambers on Tuesday 02 August 2022. WO/2022/02154

10.3 Minutes of the Walcha Council Capital Advisory Committee Meeting held in the Council Chambers on Thursday 11 August 2022. WINT/2022/04802

4.2.6 Thunderbolts Way Corridor Strategy Update

35 **RESOLVED** on the Motion of Councillors Kermode and Berry that Council **APPROVE** the revised and reduced project scope and budget for the Derby Street Rehabilitation as per the tabled report, with a new total project budget of \$2,496,428.

10.4 Minutes of the Walcha Council Youth Advisory Committee Meeting held at Walcha Central School on Tuesday 16 August 2022. WO/2022/02398

10.5 Minutes of the Walcha Council Preschool Advisory Committee Meeting held at the Walcha Preschool on Monday, 22 August 2022. WO/2022/002495

36 **RESOLVED** on the Motion of Councillors Kermode and Hicks that Council **ADOPT** the changes to the Walcha Preschool Policies as presented and listed below:

- Early Intervention Policy;
- Excursion Policy;
- Relationships with Children Policy;
- Program, Education and Development Policy;
- Providing a Child Safe Environment;
- Hygiene Policy;
- Hazardous Plants Policy;
- HIV & AIDS Virus Policy; and
- Transportation of Children Policy.

11. DELEGATE REPORTS

37 **RESOLVED** on the Motion of Councillors Pointing and Kermode that Council **RECEIVE** and **NOTE** the Delegate Reports as presented



11.1 Minutes of the Country Mayors Association of NSW General Meeting held at Parliament House Sydney on Friday 05 August 2022 WI/2022/10245

12. QUESTIONS ON NOTICE

Nil.

13. CLOSED COUNCIL

13A Referral to Closed Council:

WO/2022/02531

- a) Organisational Structure**
- b) EOI Conduct Reviewers**
- c) Tender RFT-W22-106 – Lions Park**
- d) Tender WAL-2021-032 – Three Bridges**

38 **RESOLVED** on the Motion of Councillors Schaefer and Hicks that, in accordance with the provisions of Section 10 of the Local Government Act, 1993,;

1. the matter of Organisational Structure BE discussed in Closed Council and close the meeting to the public for the reason that the report relates to personnel matters concerning particular individuals (other than Councillors).
2. The matters of:
 - a) Expression of Interest for Conduct Reviewers;
 - b) Tender RFT-W22-106 for Lions Park Play Space; and
 - c) Tender WAL-2021-032 – Tender for Three BridgesBE discussed in Closed Council and close the meeting to the public for the reason that the reports relate to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

39 **RESOLVED** on the Motion of Councillors Schaefer and Hicks that Council **RESOLVE INTO** Closed Council and that the press and public be excluded from the entire proceedings of the Meeting of the Closed Council for the reason that a report relates to personnel matters concerning particular individuals (other than Councillors AND reports relate to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

40 The Meeting resumed in **OPEN** Council on the Motion of Councillors Kermodé and Hicks.

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



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

13.1 Organisational Structure Review by General Manager **WINT/2022/05077**
CC04/20222023 **RESOLVED** on the Motion of Councillors Kermode and Hicks the Report was ENDORSED by Council.

13.2 Expression of Interest for Panel of Conduct Reviewers
WINT/2022/05381

CC05/20222023 **RESOLVED** on the Motion of Councillors Berry and Kermode that Council:

1. **APPOINT** the Panel of Conduct Reviewers for a period of 4 years as set out in the report by the evaluation panel conducted by Uralla Shire Council and listed below:
 - a) Australian Workplace Training & Investigation
 - b) Centium
 - c) LegalMinds
 - d) Murdock Lawyers
 - e) O'Connor Marsden & Associates
 - f) Pendlebury Workplace Law
 - g) Procure
 - h) Sinc solutions
 - i) RSM
 - j) Weir

13.3 RFT-W22-106 – Design and Construction of Lions Park Play Space
WINT/2022/05345

CC06/20222023 **RESOLVED** on the Motion of Councillors Kermode and Schaefer That Council AWARD Tender No. W22-106 Design and Construction of the Lions Park Play Space to Moduplay Group Pty Ltd for the lump sum of \$299,870 GST exclusive

13.4 WAL-2021-032 – Tender Report for Design and Construction of Three Bridges
WINT/2022/0

CC07/20222023 **RESOLVED** on the Motion of Councillors Reilly and Kermode that Council AWARD Tender No. WAL-2021-032 Design and Construction of Three Bridges to Fulton Hogan Pty Ltd for \$1,549,562.30 GST exclusive.

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



Walcha Council Extra Ordinary Meeting Minutes

held on

Wednesday 21 September 2022

at

9:30am

at

Walcha Council Chambers

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

IN ATTENDANCE: Mr Barry Omundson – General Manager, Mr PE Hood – Director Infrastructure and Mrs KMD Kermode – Director Community & Tourism.

1. LEAVE OF ABSENCE:

Nil.

Minutes



2. DECLARATIONS OF INTEREST:

Nil.

3. SENIOR OFFICERS' REPORTS

41 **RESOLVED** on the Motion of Councillors Ferrier and Hicks that the Senior Officers' Report be **RECEIVED** for further consideration.

3.1 Stronger Country Communities Fund Round 5 – Council Projects

WO/2022/02766

Motion:

It was **MOVED** Clr Hicks **Seconded** Clr Reilly that Council **APPROVE** an application for additional funding under Stronger Country Communities Fund (Round 5) for the John Oxley Sport Ground Amenity Upgrade and Sewer Extension Project of \$610,541 AND Stage 2 of the Walcha Skate Park Project of \$250,000 for a total amount of \$860,541.

Amendment:

An **Amendment** was **MOVED** Clr Kermode **Seconded** Clr Ferrier that Council **APPROVE** an application for additional funding under *Stronger Country Communities Fund (Round 5)* for the John Oxley Sport Ground Amenity Upgrade Stage 2 of \$760,541 AND the Walcha Skate Park Project Stage 2 of \$100,000 for a total amount of \$860,541.

42 On being put to the **VOTE** the **Amendment** was **CARRIED**.

THERE BEING NO FURTHER BUSINESS THE CHAIRMAN DECLARED THE MEETING CLOSED AT 9:35AM.



Item 3:

Business

Arising from

Previous

Minutes



Item 4:

Declarations of Interest



Item 5: Mayoral Minute



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



Item 6:

Senior Officers' Reports



Item: 6.1 **Ref:** WO/2022/02758
Title: Regional Meetings – Annual Meetings with Residents – Proposed Schedule for 2022
Author: General Manager
Previous Items: Not Applicable
Attachment: No

Community Strategic Plan Reference:

Goal # 8.1 – Better Government will lead to a more efficient and effective service to our community that will exemplify good leadership, mutual respect and trust by being inclusive, ensuring open information and communication and encouraging active participation at all levels.

RECOMMENDATION: That Council APPROVE the Regional Meetings Schedule for 2022 as follows:

Monday, 10 October 2022

11.30pm Moona/Winterbourne – Europambela Shearers’ Quarters
2.30pm Ingleba Hall

Wednesday, 12 October 2022

9.00am Yarrowitch Hall
11.30am Brackendale – “Brockley Park” Woolshed
2.30pm Nowendoc Hall
6:00pm Woolbrook School Library

Introduction

This report is submitted to enable Council to finalise arrangements for this year’s series of meetings with residents around the Walcha Local Government Area.

Report

Following on from last year Council will hold the Regional Meetings in October. The following draft itinerary has been prepared for this year’s series of meetings with residents around the region. The only change from last year is that we won’t be hosting a meeting at the Council Chambers as we will be holding a Community Meeting at the Bowling Club the week after Regional Meetings.

Monday, 10 October 2022

11.30pm Moona/Winterbourne – Europambela Shearers’ Quarters
2.30pm Ingleba Hall



Wednesday, 12 October 2022

9.00am Yarrowitch Hall
11.30am Brackendale – “Brockley Park” Woolshed
2.30pm Nowendoc Hall
6:00pm Woolbrook School Library

Legal Implications:

There are no legal implications arising from this report.

Financial Implications:

There are no financial implications arising from this report.

Environmental Implications:

There are no environmental implications arising from this report.

Social Implications:

The main aim of these meetings is to meet with the community of Walcha in their own environment. This is to touch base, update the Community on Council business and to also give the Community an opportunity to talk directly to the Executive Staff and Councillors.

Policy Implications:

There are no policy implications arising from this report.



Item:	6.2	Ref: WO/2022/02807
Title:	Financial Sustainability Review	
Author:	General Manager	
Previous Items:	Not Applicable	
Attachment:	1. Financial Sustainability Report 2. Efficiency Report 3. Capacity to Pay Report 4. Debt Report 5. Bios	

Community Strategic Plan Reference:

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

RECOMMENDATION: That Council:

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

Report:

The business of Council is very much an asset intensive undertaking. In working towards the legislative requirements under the *Integrated Planning and Reporting* framework (IP&R) it became apparent in developing Councils *Long Term Financial Plan* (LTFP) that Council was likely to struggle to protect its asset investments long term. Moreover, asset repair and replacement was at risk through limited reserves and our ability to supplement those reserves is restricted by the rate cap as set by the State Government. This is evidenced by this financial years rate cap increase provided to New South Wales Local Government of just 0.07%. This means for Walcha Council and additional \$25,000 when costs, including inflation, have increased over \$400,000.



Walcha Council have adopted a budget deficit over the last two financial years, which in any business, let alone one like Council delivering over 200 services, is not a sustainable proposition.

In accordance with Councils procurement policy several quotes were sought to undertake a Financial Sustainability Review. The proposal from the University of Technology Sydney (UTS) provided Council the most robust and indeed cost effective proposal and were subsequently engaged. After several months of intense data scrutiny, and acknowledging the UTS team of Professors Drew, Professor Miyazaki, and Professor Ferreira (a short bio of their career and achievements as per Attachment 5, it is clear that Council is not financially sustainable. There are a number of reasons for this, as outlined in the attached reports, Attachments 1 to 4, and principally related to our 'difficult operating environment' where we have an extensive road network and a very small rate base in which to pay for service. The fact that any 'payment for service' is capped by the State Government, makes this operating environment much more difficult.

Given the circumstances Council is not obliged to consult with its community, yet Walcha Council, based on the evidence and having decided to seek a Special Rate Variation (SRV), unanimously supports a dialogue with its community.



Item: 6.3 **Ref:** WO/2022/02732
Title: Review of Delegated Authorities
Author: General Manager
Previous Items: Not Applicable
Attachment: No

Community Strategic Plan Reference:

Strategy #8.1.2: Provide a framework for the efficient and effective administration of Council.

RECOMMENDATION: That Council, in accordance with Section 380 of the *Local Government Act, 1993*, REAFFIRM its delegations.

Report:

Section 380 of the *Local Government Act, 1993*, requires each Council to review all its delegations during the first 12 months of each term of office. Council's current delegations are attached to this report as:

- Appendix A – Delegated Authorities to the General Manager, Mr Barry William Charles Omundson.
- Appendix B – Delegated Authorities to the Mayor of Walcha – Councillor Eric Henry Noakes;
- Appendix C – Delegated Authorities to the Deputy Mayor of Walcha – Councillor Scott John Kermodé.

Legal Implications:

This report ensures Council complies with Section 380 of the *Local Government Act, 1993*.

Financial Implications:

There are no financial implications arising from this report.

Environmental Implications:

There are no environmental implications arising from this report.

Social Implications:

There are no social implications arising from this report.

Policy Implications:

There are no policy implications arising from this report.



Appendix A:

DELEGATIONS OF AUTHORITY To the General Manager – Barry William Charles Omundson

Finance and Administration

1. The authority to, in conjunction with the Mayor, make recommendations to Council in all Office matters in dispute which cannot be satisfactorily resolved administratively.
2. The authority to make recommendations to Council on industrial disputes which cannot be satisfactorily resolved administratively.
3. The authority to re-arrange and re-organise Administrative Staff.
4. The authority to generally authorise any action within the Council's Policies.
5. The authority to incur normal and everyday expenses in the administration of Council's Office (such as advertising, printing and stationery, repairs of Office equipment, etc.) but only within the sums voted by Council for this purpose.
6. The authority to instruct appropriate Senior Officers to take the necessary action in connection with any complaints or requests received. Provided that where any expenditure by Council is involved this must be within the sum voted by Council for the particular purpose; and the actions so directed are to comply with any Policy of the Council and/or the provisions of the appropriate Act of Parliament.
7. The authority to reply to all routine correspondence.
8. The authority to apply to wages and salaries any automatic wage variation or cost of living adjustments that have been approved by Local Government NSW.
9. The authority to arrange for legal action for recovery of outstanding Rates and Debtor Accounts and approve applications for extension of time to pay Rates and Accounts where an acceptable case is presented.
10. The authority to determine whether Council is satisfied with any application received under Section 585 of the Local Government Act 1993 seeking postponement of part of Rates and the General Manager shall be authorised to determine the applications and forward the same to the Valuer General for a Valuation of the attributable part.
11. The authority, in accordance with Section 562 of the Local Government Act, in relation to payment of Rates by Instalments, to determine if extenuating circumstances exist when Instalment payments are not made by the due date and be given authority to decide whether the Instalment will be accepted as a bona-fide payment.



12. The authority to approve Street Stalls, raffle competitions, and the like provided they are requested on Fridays and Saturdays except for Holy Thursday at Easter. All requests at other times must be in consultation with the Mayor and all Councillors notified.
13. The authority to approve applications for use of Council Chambers, Library and other Council buildings and facilities to approved organisations.
14. The authority to issue Certificates under Section 603 of the Local Government Act and Section 10.7 of the Environmental Planning and Assessment Act (i.e., Building Certificate of Compliance, Rates Certificate and Town Planning Certificate).
15. The authority to arrange for the opening of tenders (received) after the advertised closing date, in conjunction with the Senior Officer involved.
16. The authority to determine the source of Council investments, taking into consideration interest rates and borrowing requirements, in accordance with Council Policy.
17. The authority to determine opening hours for the Walcha Branch Library.
18. The authority to appoint temporary Clerical Staff as and when required to aid in Office work in emergency situations.
19. Nothing in the Delegations shall imply that legal proceedings can be instituted against any person unless expressly contained within the Delegation and/or unless expressly authorised by Resolution/Policy of Council. Provided that in all circumstances a right of appeal to the Mayor and/or Council will apply.
20. The authority to accept Grants on behalf of Council.
21. The authority to, in conjunction with the Pool Manager, determine the dates and times of usage of the Walcha Swimming Pool by the local Schools, the Swimming Club and approved Instructors.
22. The authority to approve funding of specific locally based projects for local Schools as provided for in Council's "Isolated Schools - Financial Assistance" Policy and in accordance with budgetary provisions.
23. The authority to handle all matters relating to Weight of Loads offences committed within the Council area.



24. The authority to authorise selected employees to supervise inspections of Council's Minute Books in accordance with the provisions of Section 12, Chapter 4, Part 2 of the Local Government Act 1993.
25. The authority, in conjunction with the Mayor, to approve the admittance of new Councils to the Mid-North Weight of Loads Group.
26. The authority to process applications received pursuant to the Freedom of Information Act, 1989
27. The authority to process applications received pursuant to the Government Information (Public Access) Act 2009 No. 52.
28. The authority to adjudicate on or to grant approvals as appropriate under the terms of the adopted Code of Conduct for Local Government provided that in all cases, a right of appeal to the full Council shall exist.
29. The authority to recover costs for damage to Council property or property under Council control, in accordance with Council Policy.
30. That Council resolve to authorise Barry William Charles Omundson as an Authorised Officer for the purpose of administering the relevant provisions of the Protection of the Environment Operations Act 1997. This authorisation shall extend to the service of Penalty Notices and Instigation of Legal Action in relation to the Protection of the Environment Operations Act.
31. The authority to consider and determine Council's response to representations seeking leniency or outlining extenuating circumstances from persons who have been served with a Penalty Notice. This determination shall extend only to those representations referred through the New South Wales Police Service Infringement Processing Bureau.
32. The authority to authorise the use of Council's resources for the purpose of providing work experience opportunities for local students, as pressure of work permits.
33. The authority to authorise the Director Environment & Development/Assistant General Manager to act as Assistant General Manager during periods of absence of the General Manager.
34. The authority, in conjunction with the Mayor, to witness the affixing of the Council's Common Seal and also in conjunction with the Mayor to sign the attestation attaching to the affixing of the Common Seal.



35. The authority, in accordance with the provisions of Clause 43(1) of the Local Government (Meetings) Regulation, to keep the Common Seal of the Council of Walcha.
36. The authority to issue approvals, in future years if necessary, to the Walcha Branch of the RSL Women's Auxiliary to conduct a normal Street Stall on the Friday prior to Remembrance/Poppy Day as well as sell badges/poppies on Remembrance/Poppy Day.
37. The authority to perform such other duties as are imposed by Council from time to time.
38. Authority to Proceed:
By virtue of the powers conferred on me by Section 687 of the Local Government Act 1993, I, Eric Henry Noakes, Mayor of the Council of Walcha, hereby appoint Barry William Charles Omundson, a servant of the said Council, to represent the Council in all respects as though he were the party concerned, and to institute and carry on any proceedings which the Council is authorised to institute and carry on under the said Act, in any proceedings in any Court of Petty Sessions or before any Justice.
39. The Authority to sign Community Care funding agreements.
40. The authority to carry out private works, and carry out construction works for approved authorities and render accounts.

Works:

41. Be appointed as an "Authorised Person" under the provisions of the Protection of the Environment Operations Act 1997.
42. The authority to appoint other Council Officers as "Authorised Persons" in accordance with the provisions of the Protection of the Environment Operations Act 1997.
43. The authority to act on behalf of Council for the purpose of carrying out survey work, obtaining gravel samples and removing road making material under Section 192 and relevant Regulations of the Local Government Act, 1993.
44. The authority to approve conditionally or refuse applications under Council's Tree Preservation Order. Provided that any application which in the opinion of the General Manager may generate significant public controversy, and any application refused and submitted for reconsideration shall be determined by Council.
45. The authority to sign, on behalf of Council, the Agreement for Pipe Crossing of a Council Road and Agreement to Use or Occupy a Public Place, as appropriate.



46. The authority to assess whether an activity, other than those activities listed below, would have significant environmental impact or has no significant impact, pursuant to Part V of the Environmental Planning and Assessment Act, 1979:-
- Shoulder Grading
 - Street Gutter Cleaning
 - Bridge Maintenance
 - Bitumen Maintenance
 - Bitumen Resealing
 - Bitumen Road Pavement Restoration
 - Gravel Resheeting
 - Drain Cleaning
 - Levee Bank Maintenance
 - Footpath Maintenance
 - Street Tree Maintenance
 - Grass Mowing
 - Water and Sewer Main and Manhole Maintenance
 - New Water and Sewerage Services
 - Sewerage Treatment Works Maintenance
 - Sewer Pumping Station Maintenance
 - Water Pumping Station Maintenance
 - Water Reservoirs Maintenance
 - Rural Road Construction Within Existing Road Reserve Alignment
 - Urban Road Construction Within Existing Road Reserve Alignment
 - Kerb and Gutter Construction Within Existing Road Reserves
 - Drainage Construction Within Road Reserves or Urban Properties
 - Water Main Construction Within Road Reserves or Urban Properties
 - Sewerage Main Construction Within Road Reserves or Urban Properties
 - Noxious Weed Control, Either by Chemical or Biological Means.
47. The authority to exercise the functions under Section 4D (Traffic Control Signs) of the Traffic Act, 1993.
48. The authority to approve of house numbering and carry out revision of house numbers from time to time.
49. The authority to control and manage all Waste Disposal Facilities within the Budget control.
50. The authority to issue and revoke permits for the installation of public gates and bypass structures across public roads, under the Roads Act, 1993. This delegation includes the creation and ongoing review of guidelines to assist the public to apply for, construct and maintain public gate infrastructure.
51. The authority to sign annual Environmental Protection Authority declarations certifying that the terms of Council's Landfill Licences have been complied with.



52. The authority to sign annual Environment Protection Authority declarations certifying that the terms of Council's Sewerage Treatment Plant and the Water Treatment Plant licences have been complied with.

Environmental Services:

53. The authority to approve, but not disapprove, applications for the subdivision of land which do not involve the opening of new roads or streets and which otherwise comply with the Environmental Planning & Assessment Act 1979, Walcha Local Environment Plan 2012 and Council's Policy.
54. The authority to approve, but not disapprove Development Applications for all Classes, provided they comply with the provisions of the Building Code of Australia, the Walcha Local Environmental Plan 2012 and Council Policies.
55. The authority to approve and reject Complying Development Certificates for Class 1 and 10 Buildings.
56. The authority to issue Construction Certificates for Class 1 and 10 Buildings (per Building Code of Australia) under the Environmental Planning and Assessment Act, 1979, for development that has received Development Consent under that Act.
57. The authority to approve of fences on the boundary alignment within Council policy.
58. The authority to approve variations to building alignments for new buildings, additions, carports, garages, pergolas and the like provided it is applied for in accordance with the requirements of the Environment Planning & Assessment Act and Regulations Act.
59. The authority to approve carports, awnings, pergolas and similar structures extending to the boundary provided the adjoining owners provide no objections and the amenity of the neighbourhood is not materially affected, and the survey is correct.
60. The authority to issue Certificates of Occupation under the Environmental Planning & Assessment Act, 1979:-
 - a) 1) Upon completion of a building;
 - 2) Upon the giving of approval to occupy an incomplete building;
 - b) The authority to revoke a Certificate of Occupation where required by the Environmental Planning & Assessment Act, 1979 prior to the issue of a further Certificate of Occupation.
61. The authority to determine applications for Building Certificates by issuing Building Certificates to applicants under the Environmental Planning & Assessment Act, 1979.



62. The authority to grant extension of time to a Development Application and Construction Certificate for a period not exceeding twelve (12) months for any Development Application which does not require additional development consent.
63. The authority to cancel Development Applications and Construction Certificates and to authorise refund of building fees only on the formal request of the holder of such a Permit or Approval or the applicant for Development approval.
64. The authority to issue Notices or Orders under the Local Government Act requiring work to be done or not to be done relating to buildings in urgent or dangerous cases only, i.e., Orders 3, 5.
65. The authority to approve the demolition or removal of buildings in accordance with the Environmental Planning & Assessment Act, 1979.
66. The authority to issue Orders or serve Notices under the Local Government Act, 1993, Protection of the Environmental Operations Act, 1997, which are considered necessary in regard to repairs to premises, sanitation of premises or for the preservation of health and hygiene or securing the wholesomeness and purity of goods and drugs or the abatement of any nuisance, obstruction or interference with public health, safety or convenience.
67. The authority to approve Section 68 applications in accordance with the Local Government Act, 1993.
68. The authority to issue plumbing, draining and water fitting permits in accordance with Acts and Regulations and Policy of Council and serve Notices to connect to sewer.
69. The authority to approve but not refuse advertising on private premises under the Environmental Planning & Assessment Act 1979 and the Walcha Local Environmental Plan 2012 and Development Control Plan No. 2.
70. The authority to issue Council Certificates under Section 88B of the Conveyancing Act, 1919.
71. The authority to approve issue of registrations under the Companion Animals Act and issue Notices to Register Dogs.
72. The authority to lay information and complaints and take, institute or commence all proper proceedings, actions and prosecutions against all persons committing an offence under the Companion Animals Act and Regulations.
73. The authority to issue on-the-spot notices to persons contravening the Protection of the Environmental Operations Act, Part 2 of the Local Government Act, 1993 and Regulations relating to litter control.



74. The authority to carry out the requirements of Dog Control Policy and approve of special dispensation.
75. The authority to carry out the requirements of the Impounding Act, 1993 as regards the removal and disposal of vehicles standing upon a public place or public reserve where it appears that the vehicle has been abandoned.
76. Food Act, 2003 -
- Pursuant to Section 377(1) of the Local Government Act 1993 the power to appoint authorized officers under Section 114 of the Food Act 2003;
 - Pursuant to Section 377 (1) of the Local Government Act 1993 the power to serve Prohibition Orders under Section 60 of the Food Act 2003;
 - Pursuant to Section 378 (2) of the Local Government Act 1993 and conditional upon advice from the NSW Food Authority, to sub-delegate the power to serve Prohibition Orders under Section 60 of the Food Act 2003 to the Director – Environmental Services;
 - Pursuant to Section 381 (3) of the Local Government Act 1993, to approve the NSW Food Authority’s delegation to provide written approvals for dispensations and alternative methods of compliance in regard to the Food Standards Code’s Standard 3.2.2 (Clause 15 and 17) and Standard 3.2.3 (Clauses 10 and 14).
 - Pursuant to Section 109E (3) of the Food Act 2003 and conditional upon approval from the NSW Food Authority to sub-delegate the power to provide written approvals for dispensations and alternative methods of compliance in regard to the Food Standards Code’s Standard 3.2.2 (Clause 15 and 17) and Standard 3.2.3 (Clause 10 and 14) to the Environmental Services Manager.
77. Legal Proceedings:
Authorised to carry on any proceedings in any Court of Petty Sessions or before any Justice which Council is authorised to institute and carry on under the following Acts:-
- Public Health Act, 2010.
 - Food Act, 2003, as amended.
 - Protection of the Environmental Operations Act 1997.
 - Environmental, Planning and Assessment Act, 1979, as amended.
 - Local Government Act, 1993 and Regulations made thereunder.
 - Companion Animals Act 1998 and Regulations and Amendments thereunder.
78. Power of Entry – Companion Animals Act 1998:
Authorised to enter, for the purposes of the Companion Animals Act, upon any land or premises situate within the area at all reasonable times.
79. Power of Entry - Public Health Act 2010:
Authorised, in pursuance of the powers vested in Council by Section 108 of the Public Health Act, as General Manager to enter and examine any premises situate within the



Shire between the hours of eight (8) o'clock in the forenoon and eight (8) o'clock in the afternoon or at all hours during which business is in progress or is usually carried out in the premises.

80. Power of Entry - Local Government Act, 1993 Section 191:

Authorised to:-

- a) Enter upon any land or building at all reasonable hours in the daytime and at any hour during which business is in progress or is usually carried on in the premises.
- b) Enter in or upon any land or building to make inspections, and for that purpose upon any ground and remove any flooring and take such measures as may be necessary to ascertain the character and condition of the land or building and or any pipe, sewer, drain, well and fitting in connection therewith.
- c) Inspect any premises, food, matter or thing.

81. Caravan Parks and Camping Grounds - Inspections:

Authority to carry out inspections and to serve Notices of Irregularity in accordance with the Local Government, 1993 and relevant Regulations.

82. Swimming Pools Act, 1992:

Appointed as Authorised Officer under Section 27 of the Swimming Pools Act, 1992.

83. The authority to investigate and prepare Notices on behalf of Council with respect to Noise Control Notices under the Protection of the Environmental Operations Act of New South Wales, on:-

- a) Non-Schedule Premises.
- b) Public Places.
- c) Lawful Sporting Activities involving the use of motor cycles.
(Note: Such Notices to be signed by the General Manager.)

84. The authority to exercise the Delegation of Powers by the Director-General, New South Wales Department of Health under Part 4, Division 2 of the Food Act 2003.

85. To act as the Authorised Officer to exercise the functions under the delegations from the Director-General of the Department of Planning.



Adopted Council Closed Meeting 14 May 2022 – Minute No.: CC50/20202021



Appendix B:

DELEGATIONS OF AUTHORITY

To the Mayor of Walcha – Councillor Eric Henry Noakes

To perform on behalf of Council the following powers, authorities, duties and functions within the terms of the Local Government Act and Regulations thereunder:

1. To appoint any Councillor to represent either the Mayor or the Council at any function or Meeting or other event as the Mayor deems appropriate or necessary.
2. In conjunction with the General Manager to approve the admittance of new Councils in the Mid-North Weight of Loads Group.
3. The authority to adjudicate on or to grant approvals as appropriate under the terms of the adopted Code of Conduct for Local Government provided that in all cases, a right of appeal to the full Council shall exist.
4. The authority to consider and determine Council's response to representations seeking leniency or outlining extenuating circumstances from persons who have been served with a Penalty Notice. This determination shall extend only to those representations referred through the New South Wales Police Service Infringement Processing Bureau.
5. The authority to approve a mode of travel, other than by Council vehicle, for Councillors travelling on Council business, as circumstances may, from time to time, warrant.
6. In accordance with the provisions of *Section 378(2) of the Local Government Act, 1993*, authority to approve Council orders for the provision of goods and services up to the amount of two thousand dollars (\$2,000).

In the absence of the Mayor, Councillor Eric Henry Noakes, these powers are delegated to the Deputy Mayor, Councillor Scott John Kermode, EXCEPT for Clause 6.



Adopted Council Meeting 22 December 2021 – Minute No.: 99/20212022



Appendix B:

DELEGATIONS OF AUTHORITY

To the Deputy Mayor of Walcha – Councillor Scott John Kermode

To perform on behalf of Council the following powers, authorities, duties and functions within the terms of the Local Government Act and Regulations thereunder:

1. During periods of absence of the Mayor, Councillor Eric Henry Noakes, the Delegations made to Council Eric Henry Noakes shall be deemed to be made to the Deputy Mayor, Councillor Scott John Kermode, EXCEPT Clause for 6.



Adopted Council Meeting 22 December 2021 – Minute No.: 99/20212022



Item: 6.4 **Ref:** WO/2022/02731
Title: Pecuniary Interest Annual Returns for Designated Staff & Councillors
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.

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 of 01 July 2021 to 30 June 2022 have been submitted as required and have been tabled in accordance with the provisions of Section 4.21 and 4.25 of the Walcha Council Model Code of Conduct 2020.

Introduction:

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

Report:

Section 4.21 of the Walcha Council Code of Conduct 2020 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 4.25 of the Walcha Council Code of Conduct 2020 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 of 01 July 2021 to 30 June 2022 have been lodged with the General Manager within the statutory timeframe and are now tabled as required.

Legal Implications:

The legislative timeframe has been achieved to lodge the Returns.



Financial Implications:

There are no financial implications arising from this report.

Environmental Implications:

There are no environmental implications arising from this report.

Social Implications:

There are no social implications arising from this report.

Policy Implications:

There are no policy implications arising from this report.



Item 7:

Notice of Motions



There are no Notice of Motions for September 2022



Item 8:

Matters of Urgency



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Item 9: Management Review Reports



9.1 OFFICE OF THE GENERAL MANAGER

Ref: WO/2022/02809

Responsible Executive: General Manager

Community Strategic Plan Reference:

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

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

1. RESOLUTIONS ACTION LIST

See attached report.



REGISTER OF INVESTMENTS TO 31 JULY 2022												
Institution	Type	Placement Date	Term (Days)	Maturity Date	Interest Rate	Amount Invested	Est. Interest	Est. Market Value At Maturity	YTD Interest	YTD Redemption	MV % of Portfolio	TD Account #
	TD	4/02/2022	180	3/08/2022	0.49%	253,728.28	613.12	254,341.40	-	-	2.98%	917202309
	TD	7/03/2022	150	4/08/2022	0.53%	622,314.79	1,355.45	623,670.24	-	-	7.31%	416873585
	TD	10/03/2022	180	6/09/2022	0.68%	531,588.71	1,782.64	533,371.35	-	-	6.25%	972272676
	TD	19/05/2022	120	16/09/2022	1.65%	254,398.01	1,380.02	255,778.03	-	-	2.99%	444927886
	TD	28/06/2022	90	26/09/2022	2.48%	500,000	3,058	503,058	-	-	#DN/O!	
	TD	28/06/2022	90	26/09/2022	2.48%	500,000	3,058	503,058	-	-	#DN/O!	
	TD	28/06/2022	90	26/09/2022	2.48%	500,000	3,058	503,058	-	-	#DN/O!	
	TD	28/06/2022	90	26/09/2022	2.48%	500,000	3,058	503,058	-	-	#DN/O!	
	TD	6/04/2022	180	3/10/2022	1.15%	253,571.08	1,438.06	255,009.14	-	-	2.98%	919512554
	TD	14/03/2022	210	10/10/2022	0.76%	554,809.40	2,425.96	557,235.36	-	-	6.52%	872609622
	TD	14/10/2021	365	14/10/2022	0.36%	500,000.00	1,800.00	501,800.00	-	-	5.88%	
	TD	29/07/2022	90	27/10/2022	2.62%	1,000,000.00	6,560.27	1,006,560.27	2,622.47	-	11.75%	
	TD	19/04/2022	210	15/11/2022	1.30%	631,225.65	4,721.22	635,946.87	-	-	7.42%	918317642
	TD	19/04/2022	240	15/12/2022	1.66%	1,049,075.00	11,450.73	1,060,525.73	-	-	12.33%	
	TD	16/06/2022	210	12/01/2023	3.10%	254,969.77	4,547.54	259,517.32	-	-	3.00%	919675556
	TD	29/07/2022	182	27/01/2023	3.27%	603,774.44	9,886.92	613,661.50	1,151.84	-	7.10%	
Average rate					1.72%	8,509,455.13	60,192.08	8,569,647.35	3,774.31	-		

The average rate of investments increased from 1.46% in June to 1.72% in July due to increasing TD rates. This is expected to continue in the current market.

PREVIOUS FINANCIAL YEAR COMPARATIVE DATA: 31/07/2021

Interest Earned YTD	363.80
Market Value of Portfolio	3,847,419.00
Average interest rate	0.00
Interest Earned YTD 30 June 2022	43,301.76
Market Value of Portfolio 30 June 2022	6,505,681.00

Institutional Exposure

Institution	Investment at Market Value	% of Portfolio
	3,152,849	48%
	3,356,606	52%
	6,509,455	100%

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

Signed Christian Martin (Responsible Accounting Officer)

Walcha Council's Meeting Action List



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

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

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



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

Walcha Council's Meeting Action List



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

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



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
	<p>being Reserve 63519 and Lot 7017 DP 1057279 being Reserve 70192.</p> <p>e. Woolbrook Cemetery - 119 Campfire Road, Woolbrook - Lot 7011 DP 94017 being Reserve 1018428</p> <p>f. Walcha Catholic Cemetery - 219E Oxley Drive, Walcha - Lot 7002 DP 94214 being Reserve 43749 and Lot 7004 DP 94215 being Reserve 63559</p> <p>g. Nowendoc Waste Transfer Station - 47 Tops Road, Nowendoc - Lot 171 DP 753691 being Reserve 83987</p> <p>h. Yarrowitch Showground - 92 Upper Yarrowitch River Road, Yarrowitch - Part Lot 125 DP 756475 being Reserve 94641</p> <p>i. Nowendoc Cemetery - 7817 Thunderbolts Way, Nowendoc - Lot 7301 DP 1134898 being Reserve 1016508</p> <p>j. Old Oxley RFS Shed - 6432 Brackendale Road, Nowendoc - Lot 157 DP 753691 being Reserve 95794</p> <p>land as "operational" as per Section 3.22 of the <i>Crown Land Management Act 2016</i>.</p> <p>3 Delegate the General Manager authority to:</p> <p>a) Assign the relevant categories to each parcel of Crown Land considered to have a classification of "community" land as per Section 3.23 of the <i>Crown Land Management Act 2016</i>,</p>				

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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	<p>b) Obtain native title manager advice as per the provisions of Part 8 of the <i>Crown Land Management Act 2016</i>,</p> <p>c) Consult the NSW Dept of Industry Lands & Water on the content of the draft Walcha Crown Land Management Plan for Council consideration prior to Public Exhibition.</p>				
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Ordinary – 29 July 2020

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

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



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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	driveway for the applicant as detailed in the body of the report.				repairs on North Street undertaken via LRCI Phase 3 funding.
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Ordinary – 25 November 2020

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

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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Ordinary – 16 December 2020

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

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

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



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

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



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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	<p><i>Identifying Issues, March 2005, Appendix B: Wind Farms and Landscape Values: Final Issues Paper</i> has been changed to the current guideline being NSW Planning, Industry & Environment <i>Wind Energy Visual Assessment Bulletin For State significant wind energy development December 2016.</i></p> <ul style="list-style-type: none"> c. Clause 41.6(1) - Replace the reference of axis with sector. d. Clause 14.4 - Inclusion of a stated position for State Significant Development in the objectives. e. Clause 14.6(b)(iii) – Extend the wording to include damage, degradation or disruption to groundwater. f. Clause 14.6(u) – Extend the wording to state that Decommissioning Bonds will be considered based on the individual merits of the development. g. Inclusion of Clause 14.5(n) regarding cumulative impact assessment including power line construction. <p>2. Prepare a further amendment to the <i>Amended Walcha Development Control Plan 2019</i> in regards to all renewable energy development.</p> <p>3. Include provision in any future Section 7.11 Development Contribution Plan for a contribution for renewable energy development.</p> <p>4. Amend the Walcha Local Environmental</p>				
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Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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	Plan 2012 by ensuring all Land Use Tables reflect the provisions of all relevant State Environmental Planning Policies				
60/20212022 27 Oct 2021	<p>6.3 Part Day Public Holiday 2022 & 2023 Survey Results WO/2021/04247</p> <p>that Council:</p> <ol style="list-style-type: none"> ENDORSE the application for a Part Day Public Holiday for the Walcha Council Local Government Area from 12 noon until 6pm on Friday, 4 February 2022 and Friday, 3 February 2023 for the Walcha Races; SURVEY the community and key stakeholders directly after the 2022 & 2023 Part Day Public Holiday to ascertain their success. 	GM	201221 Oct 2022		Sent application to Industrial Relations for Part Day Public Holiday – 08112021 Diarise to survey the community and key stakeholders in March 2022 & 2023. – Not completed in March 2022 yet. Update: view is to survey as a component of community consultation re financial sustainability.

Ordinary – 24 November 2021

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

127/20212022	<p>Item: 4.2.12 – Constructive Solutions Update</p> <p>that Council maintain a Contractor Register which is to be regularly updated FURTHER THAT the Director of Infrastructure is to create End of Project Completion Report to include comments on contractor performance.</p>	DI	30062022 30102022	As per resolution	Engineering team is working on improving all end-of-project functions, including contractor performance and capitalisation.
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Walcha Council's Meeting Action List



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

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



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

Walcha Council's Meeting Action List



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

Walcha Council's Meeting Action List



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

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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164/20212022	<p>10.2 Minutes of the Walcha Council Capital Advisory Committee Meeting held on Thursday 17 March 2022</p> <p>4.1.6 HH20 Off-Creek Storage Monthly Update</p> <p>that the Walcha Off Creek Storage site access road improvements be contracted out to local contractors rather than internal Council works.</p>	DI	30062022	As per resolution.	Awaiting response to RFQ, works to be awarded in next few weeks. Completed August 2022 by ETE Services.
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Ordinary – 27 April 2022

173/20212022	<p>6.1 2021 Motorcycle Rally Final Report Update WO/2022/01154</p> <p>that Council:</p> <ol style="list-style-type: none"> RESOLVE to seed-fund, underwrite and manage the Walcha Motorcycle Rally for a period of three (3) years, noting annual financial risk allocation of \$155,000 and an allocated annual budget of \$35,000. NOTE that the 2024 Rally is the final Council financial risk supported event; and AUTHORISE the General Manager to have an independent economic review of the success of the Rally post the 2024 event, and further UPON receipt of the economic analysis report the new Council provide direction as to Council's role, if any, in future Motorcycle Rally events. 	GM DCT	Dec 2024		Planning for the 2021/22 event has commenced. Tourism and Manager Project delivery will be working on this event together.
186/20212022	<p>4.2.1 LRCI Round 3 Project List</p> <p>that Council nominate the following projects for inclusion in the \$1,183,592 Local Road and Community Infrastructure Phase 3 Grant Funding allocation to be delivered in 2022/2023:</p>	DI	30062023	As per resolution	Works to be completed by 30 June 2023

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
	<ul style="list-style-type: none"> ■ \$441,250 for kerb and gutter works in Walcha (North Street, Hill Street, Pakington Street). ■ \$247,515 for Rectification of Old Brookmount Culvert over Emu Creek. ■ \$180,000 for Causeway Restoration at Draytons Creek on Hazeldean Road. ■ \$55,000 for Crocodile Bridge, Rose Garden Stage 2, Mill Hole and Hospital Wall. ■ \$150,000 to Aberaldie Road Heavy Patching. ■ \$109,827 to Lakes Road Gravel Resheeting. 				
187/20212022	<p>4.2.2 Jet Patcher Business Case that Council purchase Jet-Patcher Plant and supporting equipment for \$600,000 via a loan, based on the business case presented at April 2022 Capital Advisory Committee subject to a site visit to inspect patching and other works currently done by similar plant eg: Derby Street.</p>	MCF / DI	30112022	As per resolution	Expect long lead time on vehicle purchase, plus time to recruit driver/operator. Aim to have plant available in 6 months. Quotes have been received 23/06/2022 and will now be reviewed. Quotes received and supplier selected
188/20212022	<p>4.2.3 New Skid-Steer Business Case that Council ENDORSES the purchase of the new Bobcat T770 skid-steer and Simex PL60 Planer for \$197,000, using proceeds from sale of 2011 Bobcat Skid-steer profiler unit and 2016 Case skid-steer totalling \$99,000 with remaining funds sourced via loan.</p>	MCF / DI	??	As per resolution	Quotations being sought. Quotes have been received and advice is long lead time up to 6 months. To be reviewed and supplier selected. Quotes received and supplier selected.
<p>Closed: 27042022</p> <p>CC22 / 20212022</p>	<p>13.1 Tender Evaluation of Green Waste WINT/2022/02765 CC22/20212022 RESOLVED on the Motion of Councillors Hicks and Schaefer that Council AWARD Tender No. W22/54 Bushfire Generated Waste Clean-Up and Processing to OK Earthmoving for the lump sum of \$804,000 GST exclusive.</p>	DI via WM-WW	30112022	As per resolution	Works to be completed by September 2022. EPA granted an extension until 31 December 2022. Aiming to finish by 30 November 2022

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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Ordinary – 25 May 2022

200/20212022	<p>6.3 BCRRF Bushfire Communities Recovery & Resilience Fund Phase 2 Stream 1 – Return of Funds WO/2022/01433</p> <p>that Council REVOKE the resolution from February 2022 Ordinary Meeting of Council to redistribute \$15,441.99 towards Community Led Grants Program FURTHER THAT Council approve the return of the unspent portion of the Bushfire Community Recovery and Resilience Fund to the funding body.</p>	DCT & MCF	??	As per resolution organise the return of unspent portion of the funding to the funding body.	<p>Funding body has asked us to reconsider returning the unspent funds. Time extension has been granted to 30 June 2023.</p> <p>Funding will be returned as per Council's resolution.</p>
201/20212022	<p>6.4 Capital Advisory Committee Recommendations 12052022 WO/2022/01413</p> <p>that under Section 13.1 of the Walcha Council Code of Meeting Practice Council ADOPT the following items in bulk:</p> <ul style="list-style-type: none"> ■ 6.4.1 Walcha Skate Park Upgrade and Fenwicke Oval Fencing That Council APPROVE the demolition of existing fencing, installation of new steel fencing and installation of a concrete mowing strip for the Fenwicke Oval Fencing Upgrade up to the value of \$206,000 subject to the Grant Funding Variation being approved. ■ 6.4.3 Walcha Motorcycle Rally That the annual Motorcycle Rally Budget be tabled at the December Council Meeting each year for Council approval and that the Motorcycle Rally Fees & Charges be ADOPTED by Council and added to Council's Fees & Charges for the following year. 	DI DCT	30102022	<p>As per resolution</p> <p>As per resolution</p>	<p>Fencing contractor engaged. Works scheduled for October 2022.</p>

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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Ordinary – 29 June 2022

219/20212022	<p>6.4 Audit Risk & Improvement Committee Future WO/2022/01752 that Council DELEGATE to the General Manager:</p> <p>1. To EXPLORE shared service opportunities of Audit Risk & Improvement Committee arrangements with Uralla Shire Council; and</p> <p>2. SEEK applications of Audit Risk & Improvement Committee chair (either in conjunction with Uralla Shire Council or alone).</p>	GM	30072022	As per resolution	Discussions have commenced with Uralla Shire Council
226/20212022	<p>3.2 Relocation of “The Mother” Sculpture that Council APPROVE relocating the sculpture “The Mother” to the Southern End of Middle Street (near to Nivisons Look Out).</p>	DI	15072022	Schedule the relocation of sculpture as per resolution.	Following Arts Advisory Committee meeting in August, Council awaiting advice from Stephen King and James Rogers to proceed.

Ordinary – 27 July 2022

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



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

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
	<p>Rural Fires Act 1997 as set out in correspondence.</p> <ol style="list-style-type: none"> 3. Promotes these messages via its digital and social media channels and via its networks. 4. Reaffirms its complete support of and commitment to local Rural Fire Service (RFS) brigades noting that Walcha Council's action is entirely directed towards the NSW Governments nonsensical position that rather than being owned and controlled by local brigades, RFS assets are somehow controlled by councils, which councils consider to be a cynical financial sleight of hand abdicating the NSW Government's responsibilities at the cost of local communities. 5. Affirms its support to Local Government NSW (LGNSW) that requests LGNSW continue advocating on Council's behalf to get clarification finally from the State Government about the accounting treatment of RFS assets. 6. Until such time as clarity from the State Government in relation to the accounting treatment of RFS assets is resolved Walcha Council will not have a qualified financial report and consequently recognise the RFS assets. 				
04/20222023	6.1 Alcohol Free Zone Walcha Proposal and Alcohol Prohibited Area McHattan Park Proposal WO/2022/02045	DED		As per resolution	Notice published in Apsley Advocate Wednesday 10 August 2022.

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
	<p>that Council:</p> <ol style="list-style-type: none"> 1. In accordance with the provisions of Sections 632A and 644A of the Local Government Act 1993: <ol style="list-style-type: none"> a. publish a notice of the proposals in a newspaper circulating in the area inviting submissions within 30 days. b. Send a copy of the proposals to: <ol style="list-style-type: none"> (i) the Police Local Area Commander, (ii) the officer in charge of the closest police station, and (iii) liquor licensees and secretaries of registered clubs whose premises border, adjoin or are adjacent to the proposed locations, <p>Inviting submissions within 30 days.</p> 2. Request a further report to be submitted at the completion of the consultation period detailing any submissions received during consultation for Council's consideration. 			<p>Clr Kermode requested follow up to from Sergeant report to Council annually on monitoring the benefits of AFZ for future reference and aiding decision making when these Zones expire. – Diary card for Lacey's role annually?</p>	<p>Proposals placed on Council's website 5 August 2022.</p> <p>Copy of Proposals sent to relevant Stakeholders as per 1.b. on Friday 5 August 2022.</p> <p>Consultation period ends Friday 9 September 2022, report to be prepared and presented to Council September 2022 Ordinary Meeting.</p> <p>This will now be submitted to October 2022 Ordinary Meeting.</p>
08/20222023	<p>7. NOTICES OF MOTION</p> <p>7.1 Report on Vegetation Regrowth on Roadside Verges WO/2022/02064</p> <p>that Council seek funding to control vegetation regrowth on roadside verges to maintain an existing but degrading fire hazard control measure.</p>	DI		<p>Seek funding sources</p> <p>See item 12 - QoN</p>	
	<p>10.1 Minutes of the Walcha Council Beautification Advisory Committee Meeting held on Tuesday 21 June 2022 in the Council</p>				

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
14/20222023	<p>Chambers, Hamilton Street, Walcha. WINT/2022/04284</p> <p>Crocodile Bridge that the garden beds at the Crocodile Bridge be extended along both sides of the bridge blocking pedestrian access to the bridge and that the footpath be partially removed to accommodate the garden beds FURTHER THAT further works, ie: removal of remainder of the footpath and installation of signage may be considered should there be funding remaining.</p>	DI		Schedule work and ensure it comes within budget	
15/20222023	<p>2.1 Placement of Hardwood Bench – McHattan Park that after consultation with the Country Womens Association the new hardwood bench seat for McHattan Park be installed within the existing BBQ shelter.</p>	DI		As per resolution	
16/20222023	<p>Captain Cook Park – Skatepark Upgrade Works that several problematic Willow Trees with invasive roots, dropped leaves and branches be removed from Captain Cook Park as part of the Walcha Skatepark Upgrade works.</p>	DI		As per resolution.	

Walcha Council's Meeting Action List



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

20/20222023	<p>2. CONFIRMATION OF THE ORDINARY MEETING MINUTES HELD ON WEDNESDAY 27 JULY 2022:</p> <p>that the Minutes of the Ordinary Meeting held on Wednesday, 27 July 2022, copies of which have been distributed to all members, be taken as read and confirmed a TRUE record.</p>	EA	05092022	Ensure resolutions are placed in register	All copied into 2022/2023 Resolutions Register – WO/22/1940
22/20222023	<p>6.1 Development Application 10.2021.36 – Alterations and additions to a Supermarket WO/2022/02541</p> <p>that Council approve Development Application 10.2021.36 for the alterations and additions to a supermarket on Lot 1 DP 996429 known as 16W-26W Fitzroy Street, Walcha subject to the following conditions: Conditions listed on Audio.</p>	DED / Contract Planner	05092022	Advise applicant	D22/605 D22/606
23/20222023	<p>6.2 Development Application 10.2022.25 – 15N Towers Street – Carport WO/2022/02515</p> <p>that Council approve Development Application 10.2022.25 for the construction of an attached carport in front of the dwelling on Lot 12 DP 853654 known as 15N Towers Street, Walcha, as per the development conditions listed within the Development Assessment Report.</p>	DED / Contract Planner	05092022	Advise applicant	D22/549
24/20222023	<p>6.3 Draft Social Media Policy WO/2022/02505</p> <p>that Council:</p>	EA	30092022	Advertise Policy – website and Advocate for 28 days – ends 30092022	Advertisement: WO/22/2580 Advocate: 07 & 21092022 On website 01092022 Submissions Close: 30092022

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
	<ol style="list-style-type: none"> PUBLICLY exhibit for a period of 28 days the Draft Social Media Policy; ADOPT the Draft Social Media Policy as presented, should no submissions be received as a result of the public exhibition. 			Adopt if no submissions – if submissions back to Council in October.	
25/20222023	<p>6.4 Update Credit Card Policy WO/2022/02024</p> <p>that Council ADOPT the amendments to the Credit Card Policy.</p>	EA	06092022	Update Credit Card Policy	Updated and placed on website 01092022 – WO/22/2523
26/20222023	<p>6.5 Draft Community Grants & Donations Policy WO/2022/02503</p> <p>that Council:</p> <ol style="list-style-type: none"> REVOKE the following policies: <ul style="list-style-type: none"> Donations Policy; Learn to Swim Program Assistance Policy; Homeowners – First Home Owners – Concrete Discounts Policy; Christmas Decorations Incentive Grant Program Policy; PUBLICLY exhibit for a period of 28 days the Draft Community Grants & Donations Policy; ADOPT the Draft Community Grants and Donations Policy as presented should no submissions be received as a result of the public exhibition. 	EA	05092022	<p>Advertise Community Grants & Donations Policy for 28 days – website & Advocate – 30092022</p> <p>No submissions – Adopt</p> <p>Submissions – October Meeting</p> <p>REVOKE Policies as listed</p>	<p>Advertisement: WO/22/2580</p> <p>Advocate: 07 & 21092022</p> <p>On website 01092022</p> <p>Submissions Close: 30092022</p>
27/20222023	<p>6.7 Disability Action Plan DIAP WO/2022/02506</p> <p>that Council ADOPT the 2022 Disability Inclusion Action Plan as presented.</p>	EA	02092022	Replace older version on website with new adopted DIAP	

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
28/20222023	<p>6.8 Financial Statements to Audit WINT/2022/05429</p> <p>that Council:</p> <ol style="list-style-type: none"> REFER the 2021-2022 Financial Reports to Audit; and ENDORSE the Statements in accordance with Section 413(2) (c) of the Local Government Act 1993 to be completed and signed by the appropriate signatories. 	MCF		As per resolution	
29/20222023	<p>6.9 Appoint Additional Representative to Beautification Advisory Committee WO/2022/02532</p> <p>that Council:</p> <ol style="list-style-type: none"> AMEND the Terms of Reference for the Beautification Advisory Committee to allow eight (8) community representatives: Formally INVITE Fay Collingwood King to become a member of the Beautification Advisory Committee. 	DI		As per resolution	Letters to new Beautification Member – Col King – CM9 Ref:: WO/22/??? Update ToR
35/20222023	<p>10.3 Minutes of the Walcha Council Capital Advisory Committee Meeting held in the Council Chambers on Thursday 11 August 2022. WINT/2022/04802</p> <p>4.2.6 Thunderbolts Way Corridor Strategy Update</p> <p>that Council APPROVE the revised and reduced project scope and budget for the Derby Street Rehabilitation as per the tabled report, with a new total project budget of \$2,496,428.</p>	DI		As per resolution	
36/20222023	<p>10.5 Minutes of the Walcha Council Preschool Advisory Committee</p>				Policies updated 20/9/2022

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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	<p>Meeting held at the Walcha Preschool on Monday, 22 August 2022. WO/2022/002495</p> <p>Council ADOPT the changes to the Walcha Preschool Policies as presented and listed below:</p> <ul style="list-style-type: none"> ■ Early Intervention Policy; ■ Excursion Policy; ■ Relationships with Children Policy; ■ Program, Education and Development Policy; ■ Providing a Child Safe Environment; ■ Hygiene Policy; ■ Hazardous Plants Policy; ■ HIV & AIDS Virus Policy; and ■ Transportation of Children Policy. 	DCT		Update Policies as listed	
<p>Closed: 31082022 CC05/ 20222023</p>	<p>13.2 Expression of Interest for Panel of Conduct Reviewers WINT/2022/05381 <i>that Council:</i></p> <p>1. APPOINT the Panel of Conduct Reviewers for a period of 4 years as set out in the report by the evaluation panel conducted by Uralla Shire Council and listed below:</p> <ul style="list-style-type: none"> a) Australian Workplace Training & Investigation b) Centium c) LegalMinds d) Murdock Lawyers e) O'Connor Marsden & Associates f) Pendlebury Workplace Law g) Procure h) Sincolutions 	MCF		As per resolution	

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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	i) RSM j) Weir				
CC06/ 20222023	<p>13.3 RFT-W22-106 – Design and Construction of Lions Park Play Space WINT/2022/05345</p> <p><i>That Council AWARD Tender No. W22-106 Design and Construction of the Lions Park Play Space to Moduplay Group Pty Ltd for the lump sum of \$299,870 GST exclusive</i></p>	DI		Notify Tenderer and start project	
CC07/ 20222023	<p>13.4 WAL-2021-032 – Tender Report for Design and Construction of Three Bridges WINT/2022/0</p> <p><i>that Council AWARD Tender No. WAL-2021-032 Design and Construction of Three Bridges to Fulton Hogan Pty Ltd for \$1,549,562.30 GST exclusive.</i></p>			Notify Tenderer and start projects	



9.2 INFRASTRUCTURE:

Ref: WO/2022/02797

Responsible Executive: Director Infrastructure & Development

Community Strategic Plan Reference:

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

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

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

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

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

Capital Works Delivery Update - September 2022

Project	Summary Scope/deliverables	Project Value	Original Target Completion Date	Estimated Completed Date	Cost to date	Budget Status	Budget Status	Schedule Status	Schedule Status	Activities for Next Three Months
LOCAL ROADS										
Glen Morrison Road Rehab	Rehabilitate and widen existing sealed road to ease curve - Fixing Local Roads R1	\$ 299,000		Dec-22	\$ 18,066					Works programmed for prior to Christmas following Segment 4560 rehab on TBW - however window will be tight depending on maintenance backlog. Construction work to begin prior to Christmas.
Middle Street Rehab	Fixing Local Roads R2 - minus kerb and gutter	\$ 395,000	Nov-21	Jun-23	\$ 14,141					The Department have provided extensions for all rounds of the Fixing Local Roads program. Middle Street and Walsh Street will be pushed to the end of 22/23 FY. Tender for kerb and gutter replacement/renewal being prepared currently.
Walsh Street Rehab	Fixing Local Roads R2 - minus kerb and gutter	\$ 232,750	Jan-22	Jun-23	\$ 13,830					
Aberbaldie Road Rehab	Rehabilitation of Segment 30 - Fixing Local Roads R3	\$ 703,384	Oct-22	Dec-23	\$ -					The Department have provided extensions for all rounds of the Fixing Local Roads program. Aberbaldie Road Rehab and Forest Way will be pushed to end of 2023. Conduct pavement investigations, finalise scope and conduct in-house survey & design
Forest Way Phase 2	3.6km of sealing, culvert and drainage works on Forest Way - Fixing Local Roads R3	\$ 841,407	Oct-22	Dec-23	\$ -					Conduct pavement investigations, finalise scope and organise construction.
Walcha Aerodrome	Seal existing access, elec supply improvements, regravell existing runway	\$ 1,610,000	Oct-22	Oct-23	\$ -		Current deed requires large outlay for works paid upon completion - need to request additional milestones to minimise financial risk to Council.			Variation request to be submitted in order to complete project in 23/24 FY. Funding program deadline is March 24. Submit variation requests. Intention to deliver electrical works first, with access road delivered in 2023
Kerb and Gutter Tender	Several identified areas of kerb and gutter replacement to be packaged together in a single tender. Incl. Middle Street, Walsh Street, North Street.	\$ 795,250	Mar-22	Mar-22	\$ -		Works are grant funded from various sources - FLR2, LRCI3. No previously unfunded works - i.e. not additional to 2022/23 budget.			Tender currently being prepared, however may now include increased scope with recent Derby Street funding announcement.
BRIDGES										
Army Bridge		\$ 2,050,850		Dec-23	\$ 85,367		The three bridges to go out to open D&C tender as Coastal works are no longer able to complete the works. It is anticipated that current budget may be inadequate and a variation will be required.			TfNSW have extended this program by an additional year. Variations on price need to be approved. Tender to go out September 2022.
Winterbourne Bridge		\$ 643,104		Dec-23	\$ 45,552					
Mooraback Bridge		\$ 526,680		Dec-23	\$ 39,697					
Tia Diggings Bridge 1		\$ 580,000		Jun-23	\$ 19,004					
Tia Diggings Bridge 2		\$ 553,000		Jun-23	\$ 17,044					
Niangala Bridge		\$ 655,000		Jun-23	\$ 34,470		Requested variation from TfNSW has been approved - refer changed project values.			Fulton Hogan awarded contract for bridge design and construction. Design process underway.
STATE ROADS										
Oxley Highway - 2021/2022 Routine Maintenance	Annual routine maintenance	\$ 603,000		Jun-23	\$ 60,000					Routine road maintenance works continuing. Minor pavement patch scoping in progress. Undertaking Pothole patching, inspections, guideposts, etc.
Oxley Highway - Reseal Preparation	Annual heavy patching works and other reseal prep works	\$ 180,000		Jun-23	\$ 5,000					Heavy Patching scoping is in progress. Heavy patching program to be completed by Dec 22.
Oxley Highway - Heavy Patching	Annual heavy patching works	\$ 200,000		Jun-23	\$ 2,000					Heavy Patching scoping is in progress. Heavy patching program to be completed by Dec 22.
Oxley Highway - Safety Barrier Upgrade Works	Safety barrier replacement; Lifting guardrails	\$ 240,484		Jun-22	\$ 151,618					Project complete. Project completed; claim submitted and payment received.

Capital Works Delivery Update - September 2022

Project	Summary Scope/deliverables	Project Value	Original Target Completion Date	Estimated Completed Date	Cost to date	Budget Status	Budget Status	Schedule Status	Schedule Status	Activities for Next Three Months
REGIONAL ROADS										
Rehabilitation of Walcha Township Approaches - Derby Street - (Segments 4710 and 4720)	Rehabilitation, drainage, service replacement, kerb and gutter, parking, sealing	\$ 6,000,000	Jun-22	Jun-24	\$ 394,738		Council has received an additional \$4,560,000 for this project via the Heavy Vehicle Safety and Productivity Program		Variation request will be submitted in order to deliver the project next financial year - additional funds received will make meeting June 2023 deadline prohibitively difficult.	Council will need to increase the scope of this project following funding announcement, and apply for a time variation in order to have more time to design the additional elements.
Project 5.4 Rehabilitation of Segment 4570 at Lake Road intersection	Rehabilitation; widening of pavement to 8m seal width	\$ 648,000		May-23	\$ 509,506		Scope has been reduced to exclude intersection improvements and will be TBW rehab works only.		Project underway.	Project will start in September 2022 and be completed by May 2023.
Project 5.3 Rehabilitation of Segment 4560 near Lake Road	Rehabilitation; widening of pavement to 8m seal width;	\$ 648,000	Jun-22	May-23	\$ 286,080					
WATER, SEWER & WASTE										
Walcha Wastewater Treatment Plant Upgrade		\$ 1,800,000		Sep-22	\$ 1,716,831				1. Identify outstanding scope items with DPE. 2. Plan delivery of outstanding items and report back with updated completion date.	Final scope items being identified now that reporting portal access has been granted from Restart NSW DPI. Ongoing
Walcha Off Creek Storage		\$ 11,000,000	Dec-22	Jun-23	\$ 741,106		New Deed signed with first and second milestone payments received. Package 1 Tender awarded. Additional milestone payments to be received this month. Project tracking under budget		Early works packages completed.	KCE have taken over the site from 12 August 2022 and are starting site preparations.
Walcha Waste Strategy 2025				Oct-22					1. Develop additional detailed costing for bin lift rates. 2. Develop CBA for hook bin options 3. Develop plan for additional kerbside collection areas and costs for inclusion 4. Report back next month with revised plan.	ELT briefed and processing more detailed costings and additional options. Update to be presented to Council in September
Water Meter Replacement		\$ 350,000		Jun-23	\$ -		Grant application submitted 10/02/22 for funding to replace current meter fleet with SMART meters. Co-funding may be required should we only get 50%.			Awaiting results of funding application.
Sewer Smoke Testing		\$ 75,000		Jun-23	\$ -		Grant application submitted 10/02/22 for funding to carry out I&I (smoke testing) and manhole inspection program. Co funding may be required should we only get 50%		EPL Variation for to licenece approved, effectively giving Council until June 2023 to complete testing.	Nil. Awaiting result of funding application.
COMMUNITY PROJECTS										
Levee Bank Walk Lighting	Installation of solar lighting along both sides of Apsley River Levee Bank, from Blue Hogan to Middle Street	\$ 279,911	Jun-22	Aug-22	\$ 261,816		Variation for hard rock anchoring. Still within budget, but no further room for any additional costs or overrun.		Some minor works remaining with a few identified lights not working.	Works will be completed end of August.

Capital Works Delivery Update - September 2022

Project	Summary Scope/deliverables	Project Value	Original Target Completion Date	Estimated Completed Date	Cost to date	Budget Status	Budget Status	Schedule Status	Schedule Status	Activities for Next Three Months
Walcha Sporting Amenity Upgrades - Walcha Pool	Upgrade of amenities at John Oxley Oval and Walcha Pool	\$ 566,087		Oct-23	\$ -		No costs to date		Pool tender being developed for works to commence April 23	Tender for design to go out August 2022. Tender for construction to go out January 2023.
Walcha Sporting Amenity Upgrades - John Oxley Oval	Upgrade of amenities at John Oxley Oval and Walcha Pool	\$ 130,420		Mar-23	\$ -		No costs to date		No works to date	Scope of works and delivery strategy are being developed by the project team.
Walcha Swimming Pool Refurbishment	Further upgrade of Walcha Swimming Pool via BLER Grant	\$ 1,100,000	Oct-22	Oct-23	\$ 161,000		There is not enough money to complete all works identified in condition report, so works will need to be prioritised		Pool tender being developed for works to commence April 23	Tender for design to go out August 2022. Tender for construction to go out January 2023.
Renew Walcha Skate Park	New skate park facilities, new fence for John Oxley Oval, CCTV	\$ 966,964		Jun-23	\$ 275,838		Rising construction costs have already absorbed most of the project contingency. Additional funds applied for via SCCRS to complete the project.		Council will progress to Detailed Design shortly - final Concept has been endorsed.	Final concept has been resolved by the Project Team and Detailed Design works to proceed.
Upgrade Walcha Lions Park	New park facilities at Lions Park	\$ 410,554		Feb-22	\$ 6,857		Tender within project budget.		Unlikely to complete before school holidays based on tendered schedules.	Tender award at August Council meeting.
LRCI Phase 2 Electrical Works	Completion of electrical upgrade works at Walcha Gym/Pool	\$ 129,214		Jun-22	\$ 129,000	C		C	Works Completed.	Works Completed.
Walcha Gym CCTV & Equipment	Installation of CCTV at Walcha GYM and purchase of additional equipment	\$ 95,000		Jun-22	\$ 94,000				All LRCI Phase 2 funds were spent before EOFY. CCTV for gym has been bought, but installation to occur later as part of skate park works.	CCTV infrastructure (base station) to be installed as part of Walcha Skate Park Project.



Progress Report (August 2022)

Progress Summary

Ongoing project administration, including submission of the August progress report, progress claim and invoices.

Review of remaining Package 1 (embankment and spillway construction) pre-start documentation completed, and NRAR approval received for the combined WHS and Environmental Project Management Plan (allowing Package 1 construction works to commence). Site handover completed 12 August 2022.

Ongoing involvement from Council, Hunter H2O, Entura to review technical RFIs and detailed construction methodologies. Release of a number of key Hold Points and proactive management of quality to ensure the requirements of the design and Specifications are met.

Council personnel continue to assist with site surveillance and coordination of 'Early Works' and procurement of Principal Supplied Items, with assistance from the Project Management Team (PMT).

Package 2a (site clearing) completed, with environmental impacts well managed and documented. Post-clearing report received from ecologist, with some trees relocated as salvage habitat.

Package 2b (construction of unsealed access road) completed, with new culverts and stock grid installed and final gravel placement completed.

Site is now fully controlled by the Package 1 Contractor, with site establishment, survey, clearing of existing services, temporary fencing, temporary services and require site controls (e.g. traffic, security, erosion and sediment) established. Majority of plant and equipment now present on site, as well as site sheds and materials for construction.

Recent personnel unavailability (due to Covid-19, carers leave, surgery, etc.) has impacted the planned timing of the Stage 1 design development, with the updated Stage 2 design development proposal planned for this month.

Project Risks

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

NRAR approval of the WHS / Enviro PMP received. Unauthorised access to site and confirmation of the Stage 2 design development costs and proposed timing are the key project risks which are in focus for the next month.

Budget / Cashflow

Please see attached for the updated Project Cashflow, as well as newly included Project Financial Control Sheet. Realised expenditure is generally tracking well within the forecast monthly budget, with significant savings achieved.

The remaining project contingency budget has increased to \$1,735,568.45 (from \$1,731,985.47 in the last progress report), despite a ~\$470k spend from the contingency.

It is noted that, while the Project Management spend is within forecasts, the administrative effort of processing Council's direct costs and managing the Package 1 Contractor is above the effort level originally envisaged (originally flagged in the tender evaluation report) – spend against this budget line will be closely tracked going forward.

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

Safety

Following site handover to the Package 1 Contractor (12 August), all works are under the Package 1 WHS / Enviro PMP.

Ongoing site surveillance and review undertaken to ensure identified hazards are being communicated within the project team and adequately mitigated.

Periodic audits implemented by the Package 1 Contractor's under their certified quality, environmental and safety management systems.

Environment / Community Relations

Following site handover to the Package 1 Contractor (12 August), all works are under the Package 1 WHS / Enviro PMP, with Council erosion and sediment controls handed over to the Package 1 Contractor for ongoing management.

Ongoing liaison with the private landowner regarding the works by Council, with broader community liaison to be planned in accordance with DPE guidance and other funding party requirements (i.e. correct site signage and branding on public notices).

Issues Requiring Council Input

Items pending Council input include:

1. Coordination of planned State MP site visit / ceremony (delayed to early October)
2. Confirmation of any planned community notices / media releases
3. Review of Stage 2 design development proposal (once submitted).

Time

Please see attached for the updated project program, noting the planned date for Completion is now 06/09/2022.

This program has now been updated to reflect the latest construction program received from the Package 1 Contractor, as well as delivery timing for the now-completed 'early works' packages (Package 2a, 2b and 3).

Coordination of Package 1 Hold Points and commencement of Stage 2 design development are now focus areas for time management.

Quality

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

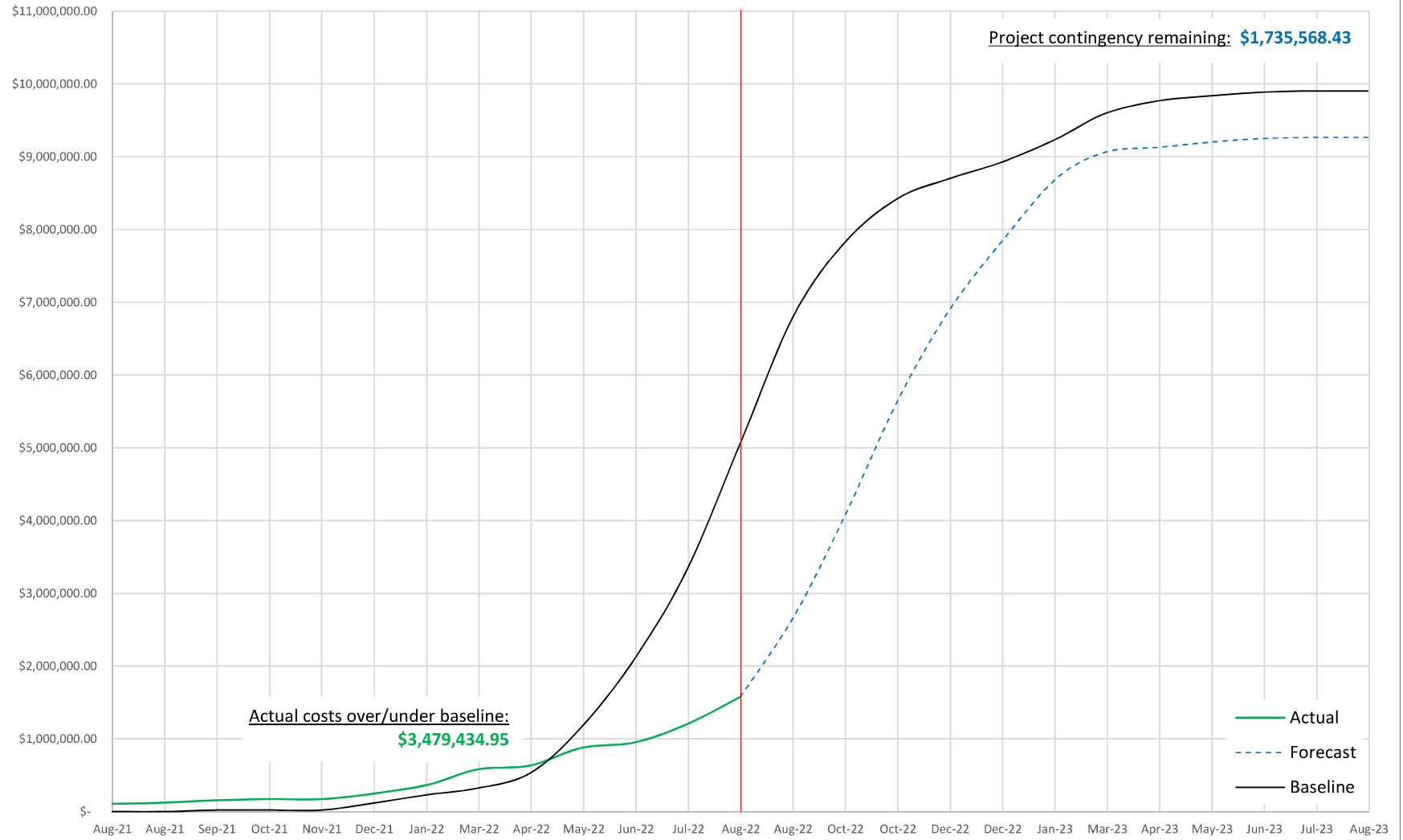
All work produced by subconsultants is reviewed to ensure it is up to the high standard of quality expected.

Particular focus being applied to ensuring the requirements of the design and Specifications are being followed by the Package 1 Contractor, with involvement from the designers (Entura) for technical input.

Innovation / Value Added / Other

Site attendance by key Hunter H2O and Entura personnel, to witness and release key Hold Points and ensure proposed construction methodologies (and associated quality assurance tasks) are being implemented as per the design and Specifications.

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





9.3 ENVIRONMENT & DEVELOPMENT:

Ref: WO/2022/02681

Responsible Executive: Director Infrastructure & Development

Community Strategic Plan Reference:

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

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

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

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

BUDGET PERFORMANCE SUMMARY AS AT			
Account	Budget \$	Actual \$	Incurred / received %
Health (Health Administration & Inspection)			
Revenue	1,000	297	25
Operating Expenses	25,300	1,473	6



BUDGET PERFORMANCE SUMMARY AS AT			
Account	Budget \$	Actual \$	Incurred / received %
<i>Total Working Plan</i>	-24,100	-1,176	
Public Order & Safety (Animal Control)			
<i>Revenue</i>	4,928	0	0
<i>Operating Expenses</i>	60,024	1,233	2
<i>Total Working Plan</i>	-55,096	-1,233	
Housing & Community Amenities (Public Amenities)			
<i>Revenue</i>	0	0	0
<i>Operating Expenses</i>	75,692	4,532	6
<i>Total Working Plan</i>	-75,692	-4,532	5
<i>Depreciation</i>	7,120	0	0
Housing & Community Amenities (Cemetery)			
<i>Revenue</i>	114,554	8,632	8
<i>Operating Expenses</i>	97,084	6,980	7
<i>Total Working Plan</i>	17,470	1,652	
<i>Capital</i>	15,000	363	2
<i>Depreciation</i>	2,177	0	0
Housing & Community Amenities (Council Housing)			
<i>Revenue</i>	22,344	2,430	11
<i>Operating Expenses</i>	10,677	397	4
<i>Total Working Plan</i>	11,667	2,033	
<i>Capital</i>	35,000	0	0
<i>Depreciation</i>	28,129	0	0
Housing & Community Amenities (Town Planning)			
<i>Revenue</i>	58,582	10,479	18
<i>Operating Expenses</i>	181,497	11,353	6
<i>Total Working Plan</i>	-122,915	-874	
Recreation & Culture (Walcha Community Gym)			
<i>Revenue</i>	32,000	5,116	16
<i>Operating Expenses</i>	23,156	1,198	5
<i>Total Working Plan</i>	8,844	3,918	
<i>Capital</i>	0	0	0
<i>Depreciation</i>	44,039	0	0
Mining, Manufacturing & Construction (Building Control)			
<i>Revenue</i>	16,920	2,345	14
<i>Operating Expenses</i>	48,328	2,197	5
<i>Total Working Plan</i>	-31,408	148	
Other Sport Ground & Recreation Facilities (Building Maintenance Sporting Grounds)			
<i>Revenue</i>	0	0	0



BUDGET PERFORMANCE SUMMARY AS AT			
Account	Budget \$	Actual \$	Incurred / received %
<i>Operating Expenses</i>	47,836	228	.4
<i>Total Working Plan</i>	-47,836	-228	
Other Sport Ground & Recreation (Squash Courts)			
<i>Revenue</i>	1,500	192	13
<i>Operating Expenses</i>	20,518	135	1
<i>Total Working Plan</i>	-19,018	57	
<i>Depreciation</i>	24,909	0	0

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

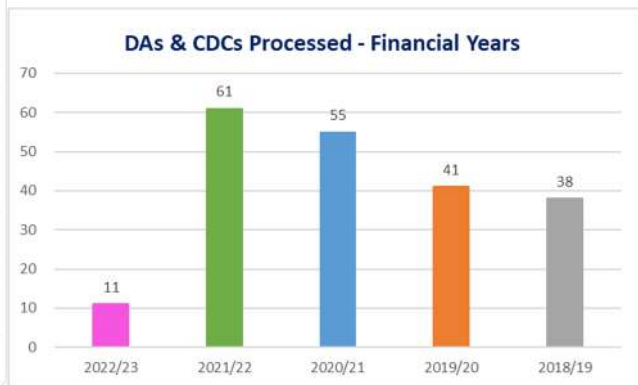


OPERATIONAL OVERVIEW

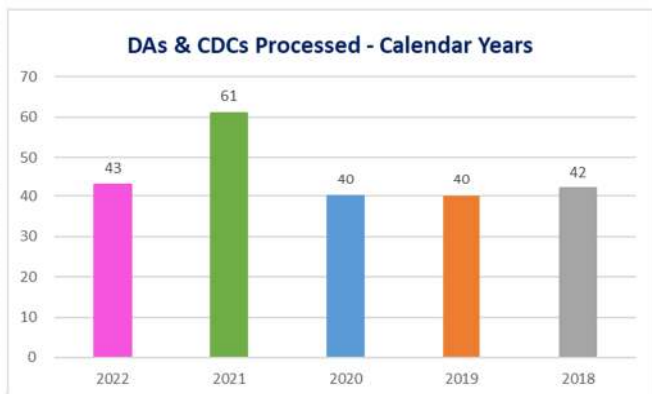
1. Development & Construction

Development Statistics 2022-2023	DAs	CCs	CDCs
Number Approved	9	1	2
• Delegated Authority	7		
• Council Registered Certifier		-	2
• Council	2		
• Private Certifier		1	-
Estimated Development Value	\$1,684,700	\$6,000	\$20,000
Number Withdrawn / Cancelled	-	1	-
Number Rejected	-	-	-
Number Refused	-	-	-

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



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





1.1 Determinations Issued

August 2022			
Development Application's			
Number	Description	Address	Determination
10.2022.28	Dwelling	151 Oxley Drive Walcha	Approved by Private Certifier
10.2022.26	Construct new carport & shed	107E Croudace Street Walcha	Approved by Private Certifier
10.2022.23	Shed and verandah	7S Towers Street Walcha	Approved by Private Certifier
10.2022.18	Secondary Dwelling	56N-58N Lagoon Street Walcha	Approved by Private Certifier
10.2022.25	Carport in front of building setback	15N Towers Street Walcha	Approved by Council
10.2022.7.2	Dwelling	1773 Kangaroo Flat Road Yarrowitch	Approved by Private Certifier
10.2022.21	Studio/Home office	Torrsten 252 Oxley Drive Walcha	Approved by Private Certifier
10.2022.20	Dwelling	167 Oxley Drive Walcha	Approved by Private Certifier
10.2022.36	Alterations and additions to commercial	IGA Supermarket and Hardware – 16W-26W Fitzroy Street Walcha	Approved by Council
Construction Certificate's			
Number	Description	Address	Determination
Nil			
Complying Development Certificate's			
Number	Description	Address	Determination
18.2021.14.2	Alterations & additions to dwelling	65W Hill Street Walcha	Approved under delegated authority
18.2022.6	Garage/Carport/Shed	115w Fitzroy Street Walcha	Approved under delegated authority



1.2 Development Applications Outstanding

Development Applications Outstanding as at 1 September 2022					
Number	Description	Address	Date Lodged	Assessment Days *	Status
10.2020.31	Truck Wash Bay with Shed Over	305 Darjeeling Road, Walcha	24/12/2020	22	Awaiting additional information
10.2021.41	Signage	18N Derby Street, Walcha	30/11/2021	18	Awaiting additional information
10.2022.12	Tourist Accommodation	241 Kangaroo Hills Road Walcha	23/05/2022	1	Referred to RFS
10.2022.13	Secondary Dwelling	288 Quarry Road Niangala	26/5/2022	22	Awaiting additional information
10.2022.22	Subdivision/Shed	201W Hill Street Walcha	8/06/2022	41	Under assessment
10.2022.19	Change of Use	63W Hill Street Walcha	15/6/2022	53	Awaiting access to complete inspection
10.2022.24	Dwelling	483 Aberbaldie Road Walcha	28/06/2022	18	Awaiting Additional Information
10.2022.27	New Dwelling	3304 Niangala Road Walcha	18/07/2022	18	Under assessment
10.2022.29	Subdivision of Land	1266 St Leonards Creek Road Walcha	18/07/2022	28	Under assessment
10.2022.30	Commercial Building	206W North Street Walcha	27/07/2022	28	Under assessment
				Total	10

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



1.3 Certificates & Advice

August 2022			
Number Issued	2021-22	2022-23	Current Period
Occupation Certificates	15	6	4
Subdivision Certificates	7	1	1
Planning Certificates	135	18	8
Building Information Certificates	1	-	-
Outstanding Notices Orders Certificates	18	1	1
Bushfire Attack Level Certificates	-	-	-
Dwelling Entitlement Advice	10	-	1

1.4 Compliance Inspections for DAs, CCs and CDCs

August 2022			
Number Completed	2021-22	2022-23	Current Period
Site Inspections	29	4	3
Footings & Slab Inspections	26	2	1
Framework Inspections	3	2	1
Waterproofing Inspections	3	-	-
Stormwater Inspections	1	1	-
Final Inspections	16	-	-
Food Premises Fitout Inspections	2	1	-
Complaints	1	-	-

1.5 Bushfire Recovery Grant Funding – Regulatory & Associated Fees Waiver

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

There is one bushfire total loss rebuild applied for in our LGA, the DA has been submitted to Council. The estimated cost of development is \$446,000

Based on this information, the regulatory and associated fees to be waived are detailed in the table below:

Fee Type	Fee
Development Application	\$ 1,333.00
DA Modification	\$ 666.50
Planning Reform Fund (State)	Waived
Construction Certificate	\$ 1,142.00
Inspections	\$ 667.00
Long Service Levy (State)	Waived
S68 – install OSSM system	\$ 285.00
TOTAL	\$4,093.50



Bushfire Recovery Grant Funding – Regulatory & Associated Fees Waiver	
Current budget allocation	\$4,000.00
Actual expenditure	
Dwelling entitlement advice	\$ 110.00
DA Fee	\$ 1,333.00
DA Modification Fee	\$ 666.50
Estimated additional expenditure	\$ 2,094.00
TOTAL	\$4,203.50

2. Environment & Regulation

2.1 Section 68 Activities

Section 68 Activity Data	2021-22	2022-23	Current Period
Number Issued	16	-	2

2.2 Compliance Inspections for Section 68 Activities

August 2022			
Number Completed	2021-22	2022-23	Current Period
Site inspections	9	-	1
Internal drainage inspections	3	-	2
External drainage inspections	4	-	-
Water supply work inspections	-	-	-
Final inspections	2	1	-

2.3 Public Health Activities

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



3. Animal Control

Companion Animal Registrations 2022-2023								
	Desexed	Non desexed	Pensioner (desexed)	Pound Purchase (desexed)	Cat Desexed	Under 6 Months	Working/ Recognised Breeder	Value
Jul	-	1	-	-	-	-	-	\$234.00
Aug	1	1	2	1	-	-	4	\$625.00

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

Companion Animal Ranger Services 2022-2023				
	Dog attack investigation	Roaming dogs	Roaming cats	Barking dogs
Jul	3	3	2	5
Aug	1	2	1	5



9.4 COMMUNITY AND TOURISM

Ref: WO/2022/02747

Responsible Executive: Director Community & Tourism

Community Strategic Plan Reference:

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

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

Excess Leave as at 31 August 2022

Name	LSL	Annual Leave	Time in Lieu	RDO's	Plans in place
	13 weeks	8 weeks	1 week	2 days	
				3.93	Employee advised to take RDOs
		9.71			Employee Advised to book leave

Budget performance summary – expenditure target 17% or lower as at 31 August 2022

Please note that the "actual" column is reporting both actual and committed costs, increasing the operating expenses figure and percentage.

	Budget	Actual	% of budget	Target met	Comments
WCCC					Funded
Revenue	430,400	18,953	4%	<input checked="" type="checkbox"/>	Funding is paid monthly in arrears.
Operating Expenses	423,300	105,258	25%	<input checked="" type="checkbox"/>	Purchase orders for 12 months of expenses raised
Preschool					Funded
Revenue	467,800	186,928	40%	<input checked="" type="checkbox"/>	Income higher than budgeted
Operating Expenses	650252	136,575	21%	<input checked="" type="checkbox"/>	Purchase orders for 12 months of expenses raised



<i>Depreciation</i>	83,548	0			
Library					Council & funded
<i>Revenue</i>	89,000	424		<input checked="" type="checkbox"/>	Funding received once per year
<i>Operating Expenses</i>	154,400	17,895	12%	<input checked="" type="checkbox"/>	
<i>Depreciation</i>	17,076				
Youth					Council & funded
<i>Revenue</i>	400	6,000	0%	<input checked="" type="checkbox"/>	Additional Grant - Spring break
<i>Operating Expenses</i>	22,600	4,282	19%	<input checked="" type="checkbox"/>	
Early Intervention					Billable hours
<i>Revenue</i>	60,000	12,027	20%	<input checked="" type="checkbox"/>	Invoices issued after services delivered.
<i>Operating Expenses</i>	60,000	14,340	24%	<input checked="" type="checkbox"/>	Revenue and expenses tracking together
Tourism Operations					Council
<i>Revenue</i>	0				
<i>Operating Expenses</i>	148,170	19,412	13%	<input checked="" type="checkbox"/>	
Tourism Development					Council & funded projects
<i>Revenue</i>	120,000	5,904	5%	<input checked="" type="checkbox"/>	
<i>Operating Expenses</i>	287,200	38,447	13%	<input checked="" type="checkbox"/>	
Community Recovery					Funded
<i>Revenue</i>	0	24,448		<input checked="" type="checkbox"/>	Extension of funded program to 30 November – no budget adopted
<i>Operating Expenses</i>	0	22,639		<input checked="" type="checkbox"/>	Extension of funded program to 30 November – no budget adopted.

Current Grants

WCCC	Transition Funding	Successful - \$18,340.84
	Care Finder – EOI to receive information about delivery of this service.	Application underway



Preschool	Community Grants – Increasing ATSI enrolment and engagement	Successful - \$8,000
Youth	Spring Break Holiday Program	Successful - \$6,000
Tourism Development	Regional Growth Fund - \$20,000 for Motorcycle Rally	Successful
	Community Grant \$7,500	Successful
Community Recovery	Greenwaste Grant	Successful - \$804195
	Bushfire Recovery Grants – Additional Time Limit	Successful – program to end 30 November 2022
	Disaster Risk Reduction Fund (Infrastructure team)	Successful - \$244,258.52 over 18 months

Operational Overview

WCCC	<p>The spring program has kicked off with excellent numbers attending the organised activities.</p> <p>Jess and I have been working on a tender to provide services under the “Care Finder” program. This is a new program designed for higher level assistance for eligible people who need help navigating the care system, accessing health services and other supports. Many people find the system confusing, and if they don’t have family who are able to help, are in danger of not accessing available supports.</p> <p>This is the type of assistance that Jess has been providing to our clients, but this funding will allow her to expand and offer the help and assistance to anyone who is eligible.</p> <p>If successful the additional funding can be used for staff wages, and vehicle costs. The program runs from January 2023 to June 2025.</p>
Preschool	<p>We have had 2 new solar lights installed in the car park. This helps our cleaner and other staff members feel safer when they are working late hours.</p> <p>Applications are open for a Preschool Educator – Aboriginal Liaison Officer. This position is for a qualified educator or for someone interested in a traineeship.</p> <p>We have signed up a new casual educator and she will be able to start shortly.</p>



Library	It is reporting time for the library. The annual funding acquittals and applications are due in October.
Youth	Spring holiday break planning is underway.
Early Intervention	Its business as usual for Early Intervention.
Tourism	Rally planning is well underway with Lisa, Corinne and the Advisory Committee members working hard to make sure the event is a success.
Community Recovery	The CRO funding has been extended to 30 November 2022. This is great news as it will allow Brooke to run her "ladies tradie" day that had to be cancelled earlier in the year. She will also have the time to wind up the CRO program and spend a little bit more of the funding.

Priorities for September

- Community Care future operations and funding review.
- 2023 Preschool enrolments preparation
- Stronger Country Communities Round 5 application

Anticipated issues affecting delivery of identified priorities

I'm not anticipating any issues for September.

Karen Kermode
Director Community & Tourism



1. WALCHA COUNCIL COMMUNITY CARE (WCCC)

August 2022

1.1 Groups

New Clients for the month- 3

Exited Clients- 3

Total Clients- 196

August was the month that we revitalized our newsletter and took a new approach to our programming. We have been working hard to diversify over the past months which has helped us to really find what it is that people want and we are now able to hone our focus in these directions. With our client base continuing to grow and our clients needs evolving, we have taken some time to look over our program and see how we can make our time work for us.

To do this we have streamlined our program to include our most high value group options. These will include all that you see below as well as a mixed group excursion every month once the weather is slightly warmer. We are allocating our time to more of the 1:1 aspect that our clients are calling out for, and researching additional funding options to allow us to continue to expand.

We are also working with our clients to identify areas of interest and creating outings and activities that encompass this. This will see us going to the museum at UNE, visiting the flower farm at Arding, a drive to see the wind farm at Inverell and a shopping trip to Black Mountain Nursery.

Women's Group 3/08/2022- 10 17/08/2022- 10	Wanderer's Group 24/08/2022- 0
Men's Group 9/08/2022- 8 23/08/2022- 5	Art Group 31/08/2022- 5
Quilting 1/08/2022- 6 8/08/2022- 7 15/08/2022- 6 22/08/2022- 6 29/08/2022- 6	Card Group 2/08/2022- 5 9/08/2022- 4 16/08/2022- 0 23/08/2022- 5 30/08/2022- 3
Bingo 3/08/2022- 12 17/08/2022- 12	Friday Takeaway 5/08/2022- 6 12/08/2022- 6 19/08/2022- 4 26/08/2022- 6



1.2 Transport

Medical drives – 41 trips were delivered during the month, including local trips as well as to Tamworth and Armidale.

Walcha Access bus (every Friday) 5/08/2022- 2 12/08/2022- 3 19/08/2022- 3 26/08/2022- 2	Bus to Armidale (every Thursday) 4/08/2022- 6 11/08/2022- 7 18/08/2022- 5 25/08/2022- 6
Taxi Vouchers – 26 clients used the service with 226 trips being provided.	

1.3 Meals on Wheels

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

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

The total number of meals this month was: 631

Hot: 375

Frozen:104

Dessert:152

1.4 Feedback and Complaints

This month the team was fortunate enough to receive a thumbs up in the advocate over three consecutive weeks. 10/08/22- for the whole team for the group activities offered each month, 17/08- for the volunteer drivers and the excellent service that they provide and 24/08/2022- for the group trip to Tamworth with our women's group.

Jess Goodwin

Community Care Coordinator



2. LIBRARY AND YOUTH

August 2022

- Loans: 716
- Returns: 718
- Reservations placed & issued: 213
- New members: 5
- Door count: 763
- Wi-fi use: 41
- Computer use: 88
- Housebound: 10

Other statistics:

- eLibrary: Borrow Box
 - 69 users
 - 237 eAudiobooks
 - 80 eBooks

The Walcha Library's loans and returns have remained steady this month. There was a significant increase in reservations placed and issued. New member registrations and the door count eased back to average again after July's spike due to the busy winter & school holiday period. Computer usage has remained average, however home deliveries to our housebound members increased again this month. Walcha members have shown to be avid borrowers in the eLibrary this month, having borrowed 237 eAudiobooks in August, making them the 4th highest in the number of loans, sitting just below larger libraries Tamworth, Narrabri & Quirindi.

Outreach & Promotion

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



- The 'Baby's first library bag program' is an outreach and promotional program, given that the community child health nurses deliver them to new babies in the district, and information and membership paperwork is included in the packs. This program was promoted in the local newspaper 'The Apsley Advocate' this month to mark the 2022 launch of the program.
- The notice board in the library window regularly being updated with library and community information and events
- Staff have continued to use a systematic and measured approach to the use of social media to engage with the community and library members this month

Social media

The popularity of the Walcha Library Facebook page increased this month, with 2 new page likes: 278 people have now liked the page and there are 299 followers. Staff have continued to use the systematic approach to ensure the content was engaging, useful and an effective use of staff time. The library shared 9 posts on the Facebook page



reaching 761 people (reach decreased by 44%). The 3 Instagram posts shared throughout August received 23 'likes' (only 20% of last months total likes). Library and Youth Instagram posts are followed by 231 people, with only 1 new follower this month. The programs, activities and information shared via Facebook and Instagram this month have been broken into two categories below, Engagement & Service content:

Engagement content: fun and interactive posts shared to engage with the library community and/or acknowledge events/themes being celebrated in wider community	# people reached on Facebook	People engaging on Instagram	
Total 4 engagement posts	243	6	
Promo for ACYP's NSW Childrens Week 2022 Art Competition	125		
Share of resources to celebrate National Science Week via 'Brain Break'	77		
2 X Community posts shared: <ul style="list-style-type: none"> - school holiday cricket clinic - RAMHP Drought Story project 	41	6	



Service content: informative posts about the library services, facilities and programs	# people reached on Facebook	People engaging on Instagram	
Total 8 service posts	518	17	
Share of online CNRL Storytime	41		
Post with video highlighting how to access NEW BOOKS on the CNRL website & #fridaydeliveryday	61		
2 x Seed Library Promo posts – encouraging use of and donations towards the seed library in preparation for Spring!	87 + 145		
2 x eLibrary promotional posts with steps to using both Borrow Box and Libby apps	113 + 71		



<p>Interactive story & reel promoting Young Adult and Junior Fiction collection, including new titles delivered & #fridaydeliveryday</p>		<p>10 + 7</p>	
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Programs

The Walcha Puzzle Library has proved popular again this month. With an increase in loans again, there were also more donations received. The new, good quality donations received allow staff to weed out puzzles with damage and ensure a higher quality of the collection. There currently remains 78 puzzles in the collection after this process.

Library Volunteer, Veronica, continues to aid at the library on Monday mornings and Friday afternoons. Both shifts are during the peak item processing times at the library and ensures efficient use of the additional assistance. This month she has worked on shelf deep cleaning, puzzle library maintenance, packaging the Seed Library and helping to prepare the packs for the Baby’s First Library Bag program.

The last session of the “Baby Booktime with Kelly” was held this month, with 4 children in attendance due to some colds & flus in the community, keeping families at home. These sessions were well received, and library staff have continued to promote the Speech Pathology Collection and QR code link to instruction and ideas from Kelly via a display at the library’s entrance this month. There was also in ‘impromptu’ Storytime held this month, where a local day care group visited, along with two other families on the same morning. Librarian Cassie took advantage of this opportunity to read and play with the children, reinforcing that the library is a great place to visit ‘anytime’.

“Baby’s first library bag” program for 2022 was delivered to child health staff from Walcha Hospital this month. There were 46 bags hand sewn by local volunteers, and the packs were made up with

Encouraging newborns to enjoy books

From Cassie McKenna
 Walcha Council's Library is dedicated to inspiring a love of reading in all children. To support the mums and dads out there, and connect with the newest additions to our community, the Baby's First Library Bag program was initiated in 2020 and is about to deliver for the third year running. This is a real community inspired program! With the support and dedication of locals, beautiful handmade library bags were sewn, and baby friendly books and helpful information, has been provided by Walcha Council.

This program is free of charge, and available for all newborns in and around Walcha. Child and Family Health nurses from Walcha Health Service will continue to assist in the delivery of these bags to all new babies born in the Walcha district.

Through this program, we wanted to give families an opportunity to teach baby about communication, introduce new concepts in a fun way, and build on listening, memory, and vocabulary skills and to give baby information about the world around them. The information provided will also help care givers to feel supported in their parenthood journey.

Through this program, the library also extends a welcome to all new members, and encourages baby and caregivers to join and visit, especially for Storytime and Baby Book Time. It is wonderful to see so many people contributing to this community driven initiative with the Walcha Council Library Services Coordinator Cassie McKenna would like to thank all the generous volunteers who have sewn and donated the beautiful bags, so without them the program wouldn't be so special. The library can be contacted on 67742550 for any enquiries relating to this program.

FREE workshops

choose one
 Photography with Tasha
 10 Sept 10:30am-12:30pm
 Bookings 0428 138 881

8 Oct 10:30am-12:30pm
 Bookings 0428 138 881

Watercolour with Michelle
 17 Sept 9:30am-12:30pm
 24 Sept 12:30pm-2:30pm
 Bookings 0428 138 881

Angie with Sue
 1 Oct 10am-12pm
 Bookings 0428 138 881

Arts n' it west
 held at Walcha handmade

POSTCARDS from Walcha

Pitt Sons REAL ESTATE & LIVESTOCK

6777 2000 | www.pittsons.com.au

SAM PAYNE 0428 627 408 | ANDREW BILMFIELD 0158 697 402
 RON VINCENT 0427 772 821 | TROY DAVEY 0427 357 557

CATCHING THE SUN ALL DAY

Great Location Double Block

- Three bedrooms all with built-in robes
- Kitchen with ample cupboards
- Lounge room has wood heater
- Bathroom with shower and tub
- Lovely sun room on north side
- Second toilet in laundry
- Spacious workshop & storage area
- Adjoining garage with automatic door

\$500,000

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resources and a new developmentally suitable, baby board book, purchased by Council. A media release was sent out to advise the community that the program will continue for a third year running, and an article was included in the Apsley Advocate on Wednesday 24 August. Communications with child health nurses found that the 2021 packs were well received by families, and with a small 'baby boom' in Walcha they were concerned they may run out... luckily the 2022 packs were ready for an early delivery and there were enough bag donations to send 46 instead of the usual 40 packs. Walcha Child Health Nurse Kate Lisle collected the donation, and expressed her thanks to Council and provided some positive feedback of the program.

Housebound library services were arranged with Riverview and delivered by Walcha Library staff and volunteers this month. A collection hand-picked for the Riverview residents and a number of housebound individuals were ordered and delivered in the last week of the month. The Walcha Hospital also recommenced borrowing this month, reserving DVD's from a variety of different South American locations of interest to the patients in the Elizabeth Cross Wing. A hospital volunteer has been collecting and delivering these items.

The Walcha Library Book club and the 'Taphouse' Book club's both met this month. The Walcha Library Book club met as usual in the library, with 7 members in attendance. There were 5 members able to meet for the 'Taphouse' Book club this month. The book was 'Where the crawdads sing' by Delia Owens, and most members read or had already read the book and watched the movie recently released in cinemas. There was also interest expressed by another group of Walcha readers who would like to use the library resources for their established bookclub. Staff provided them with the information about the bookclub kits to they can decide if they'd like to proceed.

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

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

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



of these bags, and quotes are being sourced for new bags, either as a re-order or fresh new bags.

Training

This month library coordinator Cassie McKenna completed the Niche Academy's 1-hour online training – Mental Illness Part 4 "In their own words", which focussed on case studies explaining different mental illnesses and how they perceive the world.

The 'Leaders Safety Workshop' was also held this month, with presenters from State Cover providing information about the Council's safety record and targets for leaders to consider their workplace health and safety risks in their workplace moving forward.

Youth activities

Council's application was approved for the NSW Governments Officer for Regional Youth Spring Break Holiday Program grant. Staff have started planning the 3 excursions, which (due to the funding terms) specifically target children aged 12 years and over. The other holiday activities are being organised for the younger children from the existing youth activity budget. The program will include a Walcha Handmade workshop, Lego club and Storytime in the park, with craft activities utilizing previously purchased insect catcher kits, sticking with the Spring theme. Council have also been approached by new Walcha resident Sheetal Puri, who is trained in meditation, mindfulness and yoga for children, and staff are looking into including a workshop with her into the holiday program. Local 'stargazer' Chris Wyatt has also agreed to run a star gazing session, which was suggested by students in the Youth Advisory Committee meeting held this month.

The Youth Advisory Committee meeting was held this month on 16 August at Walcha Central School. Each school was represented and youth activities discussed and updates on youth infrastructure provided to the representatives. Feedback provided by the youth will continue to be received by school staff and Cassie through the Library, social media and via email.

The application for the Youth Opportunities Grant was submitted this month for 2023. Consultation with youth included discussions at the gym, through an online survey, and with the Walcha Central School student parliament. The information was used to generate a proposal for a youth gym program, guiding and supporting 16-24-year olds to use the Walcha Community Gym to reach their health and fitness goals in 2023. The youth involved in the consultation were advised that the application was submitted and that Council will be in touch when there is a response.

Cassie McKenna
Library Coordinator



3. PRESCHOOL

August 2022

4-5 year old (Penguin Room:) Have been creating our own solar system and learning about the planets and planet earth where we live. This has been extended from children's interest when one child bought in a mini solar system and this then engaged the children in asking many questions. Expanding on the interests of the children initiates future planning which is connected to children's ideas and interests. This gives children the opportunity to express their ideas using a range of different medias.

School readiness program in this room we have nearly half going off to kindergarten in 2023 so we have been focusing on the children being able to recognise their own name and if they are able to write their own name. Identifying the letters in their name, letter and number recognition is a big help when starting Kindergarten. We have also been speaking with teachers and we have identified that emotional control is an important skill for children to have when starting Kindergarten. The school systems are using a program called the zones of regulation, this is something we are gradually introducing to preschool to assist with the transition to 'Big School'.

3-4 years old (Polar Bear Room) This term we have started a new mystery backpack. This is a special backpack that over the term every child will be able to take home. In this backpack there is a soft toy, in which the children named. Included are the instructions for families. Buster the bull, George the gorilla, Sparkles the dragon, Sealy the seal and Patch the cow. The children and family's are to read their favourite bedtime story to their animal. Place the story into the back pack to bring to preschool, at group time the book is read. The families also then upload any photos of the animals time at home. These photos are printed and displayed in the room. It is a great activity to encourage family engagement and highlights the importance of reading stories at home.

The children have also worked on a rainbow project, over the weeks we have looked at and discussed the colours of the rainbow, sang the rainbow song and are attempting to learn the song using sign language.

In an extension from science week, Emma created a rainbow using water and light, and we used bicarb soda and vinegar to mix a range of colours and a magic colour activity using water, paper towel and textas. Also included during the weeks rainbow toast was cooked, scrunching paper to create a large rainbow, rainbow cupcakes cooked, rainbow messy play using shaving cream, finger painting and thin brush paintings to create rainbows.

Storytime We had our last Storytime visit from Kelly Makepeace from the Tamworth Library, it has been great having Kelly visit us, her Storytime's are interactive for the children as they have the chance to learn about the story as it is being read to them. Kelly also has a creative arts activity for the children to engage in after story time, this time the children made dinosaur masks that was fitting with the story.



Book Week - 22-26 August we celebrated Book week. This is always an exciting time for the children as they have the opportunity to come dressed up as their favourite book character. We had some very clever costumes this year and a lot of fun. There was a book fair available for the whole week where families were to purchase books, this is always very popular. A percentage of the book sales is donated back to the preschool to be used for the purchase of books for our library.



Dental Health Visit On Tuesday 30 August we had a visit from Lisa Paddison from Hunter New England Health to give us a talk about the importance of dental health. She read the children a story to the children and of course it had a dinosaur in it going to the dentist, the children were able to relay what happened in the story back to Lisa and answer her questions about why we brush our teeth and how often we should. They were then given the opportunity to have a go at brushing a big set of teeth.



Mel Clark
Preschool Nominated Supervisor



4. TOURISM

August 2022

Number of visitors to Visitor Information Centre (VIC)

AUGUST	2022	2021	2020	2019
Walk in's	257	23	205	316 (snow)
Phone enquiries	22	18	3	56
Email enquiries	1	0	0	3

WEBSITE STATISTICS	August	July	June	May
www.walchansw.com.au				
Visits	20,292	19,393	17,674	14,196
Pages	339,713	133,455	89,979	91,058
Hits	652,097	351,683	332,431	340,003

Website visits are up significantly for August due to promotion of Motorcycle Rally, tourism promotion, as well as the possibility of snow. I also posted a couple of Reels, which currently do very well on social media.

SOUNDTRAILS STATISTICS

OPENS	WEBSITE VISITS	DOWNLOADS
Apsley Falls	22	9
Walcha Sculpture	48	14

SOCIAL MEDIA – WALCHA TOURISM

Facebook + Instagram Insights

Insight period: 01/08/22 - 31/08/22

Total Facebook Posts: 9 / Total Facebook Posts by EJ Freelance: 5

Total Instagram Posts: 8 (Including 1 Reel) / Total Instagram posts by EJ Freelance: 5

Total Facebook Stories: 1 / Total Instagram Stories: 4 (All shared by EJ Freelance)

Note: Reels shared to Instagram Story do not cross-post to Facebook Story, unless sharing poll results (which is what posted to Facebook Story this month).

Facebook Followers	Facebook Reach	Instagram Followers	Instagram Reach
1,437 Number of accounts who have 'liked' this page	4,299 Number of accounts that saw any of our posts at least once	714 Number of accounts who follow this account	5,379 Number of accounts that saw any of our posts at least once
Comparison to Previous Period	Comparison to Previous Period	Comparison to Previous Period	Comparison to Previous Period
+33	+43.4%	+36	+566.5%



Top 3 Performing Posts (by reach) – Facebook

Recent content	Type	Reach	Likes and reactio...	Comments	Shares	Link clicks
"Usually, we'd ride the Oxley High... Wed Aug 10, 12:01am	Post	Posted by EJ Freelance 1,828	139	16	9	5
It's a great time to visit our natural ... Wed Aug 10, 9:36pm	Post	Posted by Walcha Tourism 1,318	85	4	11	--
"The view from the top of the Gree... Wed Aug 24, 12:02am	Post	Posted by EJ Freelance 1,267	96	4	7	12

Top 3 Performing Posts (by reach) – Instagram

Recent content	Type	Reach	Likes and reactio...	Comments	Shares
The awe-inspiring Apsley Falls (Low... Sat Aug 6, 10:01pm	Reels	Posted by Walcha Tourism 4,505	200	0	29
We get some pretty crisp winte... Wed Aug 3, 12:00am	Post	Posted by EJ Freelance 741	160	3	18
"From a recent hike with some frie... Wed Aug 17, 12:00am	Post	Posted by EJ Freelance 607	77	4	4

Walcha Motorcycle Rally

Interest in the Rally continues to build. We see surges in website activity on the Rally website when our advertisements appear in print, eDMs (electronic direct mail) are sent and social media posts are boosted. Walcha Motorcycle Rally website visitors and hits can be seen in the table below.

Month	Unique visitors	Number of visits	Pages	Hits
May 2022	925	1,483	6,420	61,734
Jun 2022	1,282	1,997	5,980	76,224
Jul 2022	1,100	2,627	5,566	50,035
Aug 2022	1,461	2,939	11,979	120,288

New England High Country (NEHC) Map and Guide

We are currently working on updating the NEHC Map & Guide, which is a great resource for visitors to the NEHC region. The map includes highlights on each town as well as a full Hema map of most of NSW. These will be distributed to key Visitor Information Centres once updated.

CamperTrailers National meet

There are approximately 100 people converging on Walcha from Monday 26 to Friday 30 September for the CamperTrailers Group national meet. I will be putting together tourist information bags for the group. Further information about what they have



planned can be found at [Australian CamperTrailers Group 16th national meet at Walcha NSW 2022](#)

Lisa Kirton
Tourism Coordinator

5. COMMUNITY RECOVERY OFFICER

August 2022

The Moona community has kicked off a preparedness/community group to assist and share information amongst their community. The stretch of Moona Plains Road, was impacted by the 2019-2020 bushfires and they are looking to proactively share emergency information and knowledge, and create a contact list for their community. This is a community driven initiative with small involvement from council and NRRRA.

There was a small turn out of community members on the Sunday afternoon, and the Rural Fire Service Acting District Officer Steven Carmichael attended to share new fire danger rating signage and fire permit requirements. Buildings or dwellings were also marked on an A1 size map for use in an emergency.

The Grants finder -Grantguru portal through Council's website (landing/home page) is now active. This will give community and council staff access to vast amount of grants and funding sources. I have been sharing the link and details to encourage community to use the portal to look for funding.

The Regional Drought Resilience Planning (RDRP) Project Control Group has continued to meet fortnightly and look at actions and outcomes from the plan and what planning/technical studies can be funded with the remaining funds. The pilot has also gone through a number of reviews and evaluations with external providers during this month.

I have been continuing to assist with project management and administration of the EPA Bushfire Greenwaste clean-up program combined with regular monthly reporting and working with stakeholders on the project (contractor and Forestry Corp). During August there were two site visits to the works at Yarrowitch to check in on progress and speak with contractor. Also, a formal meeting late in the month with the contractor on extension dates, further works at Nowendoc and budget.

Emergency Management Planning I have followed up with Department of Communities and Justice and obtained a current Evacuation Centre Audit checklist template (2020). I have followed up with the regional WelFAC contact to assist in completing the evacuation centre audits in our LGA. This has extended into consulting with the local Central school on if they wish to still be listed as a suitable evacuation centre. After the evacuation centre audits have been completed the EMPlan will need to be updated with information.



I have also been assisting local youth resident, Angus Scrivener with his "Blue Tree Project". This community event in partnership with Relationships Australia, will be held on 10 September (see below social tile) and consist of activities on the day and painting of the tree.

Resilience NSW -CRO Expenses Claim The payslip issue with Resilience NSW has been resolved and Council have invoiced Resilience NSW for the 3rd Quarter January- March 2022. The CRO has submitted the 4th quarter April-June 2022 for review to Resilience NSW and are awaiting confirmation to produce an invoice.

NSW EPA Bushfire Green waste clean-up program This project has now completed the Yarrowitch component of the project where clean up and rectification works went along Kangaroo Flat Road. I have continued to liaise with the EPA Project staff on timeframes to complete the work, variation requests, stakeholders, smarty grant reporting and minor administration tasks. Some additional sites were able to cleaned up with the flexibility and assistance of the contractor completing the works. They will now move their machinery to the Moona/Winterbourne area to continue in second week of September.

Regional Drought Resilience Planning (RDRP) program -The consultant has provided the final version and a summary booklet and lessons learnt document. This wraps up the pilot project as of 31 August 2022. The project control group will meet again to discuss some technical studies and implementing actions from the plan. Tamworth Regional Council and Walcha Council do not have the resources or capacity to continue project managing these technical studies and are currently working with the consultant on how this can be best managed.

Community Recovery Officer Program evaluation survey The Walcha local area Community Recovery Survey has been distributed and shared amongst community and stakeholders, agencies and networks. It has been left open longer than anticipated to allow as many people as possible to complete it. The final data analysis will be shared with Council, Resilience NSW and Risk Frontiers next month.

Nowendoc Community - telecommunications The minutes and notes from the meeting were finalised at the end of last month, with input being provided from the Telco's in attendance and a formal response from Telstra. All this information was shared back to the community through direct emails and also through a local newspaper column the mayor does. NRRRA and myself continue to follow up on Telstra actioning the major point out of the meeting - a back-up generator for the Nowendoc Tower. On a positive note, a generator has been donated to the Nowendoc Memorial Hall to use in times of power outages and emergencies. This generator will provide power to the hall and the S.T.A.N.D system they have installed to allow wi-fi access to the community

Brooke Jeffery
Community Recovery Officer



9.5 CORPORATE & FINANCE:

Ref: WO/2022/02802

Responsible Executive: Manager Corporate & Finance

Community Strategic Plan Reference:

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

RECOMMENDATION: That items included in the September Corporate & Finance Review Report be **NOTED** by Council.

The purpose of this report is to provide confidence to Council that corporate and financial risk are being managed on a monthly basis by improving visibility of key performance indicators. To be included in the report to the October meeting:

- Debt recovery
- Monthly profit & loss statement
- Project update

Walcha Council Leave Balances

Directorate	August			June 2022		
	Annual Leave Weeks	RDO Weeks	Time in Lieu Weeks	Annual Leave Weeks	RDO Weeks	Time in Lieu Weeks
Office of the GM	100.67	5.76	8.65	102.40	5.94	9.12
Infrastructure	206.3	2.19	58.20	218.45	4.09	58.14
Environment & Development	24.68	0.89	0.06	25.32	0.89	0.06
Community & Tourism	29.82	1.95	4.92	31.88	1.76	5.15
Total	361.47	10.8	71.83	378.06	12.69	72.48

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

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



Walcha Council Overtime Paid

	AUGUST		Total YTD	
	Hours	\$	Hours	\$
Office of the GM	8.25	383.61	19.25	1,064.99
Infrastructure	158	9,300.18	469	27,442.19
Community	14.5	837.3	50	2,458.6
Environment	6	358.81	15.5	919.75
Total	186.75	10,879.9	553.75	31,885.53
Operating	178.75	10,428.10	525.75	30,219
Capital	8	451.80	28	1,666.46

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

Walcha Council Unrestricted Cash Reconciliation

UNRESTRICTED CASH RECONCILIATION

	August 2022	June 2022
Total Cash & Investments	16,172,543	13,521,720
External Restrictions:		
Contract Liabilities - General Fund	2,994,971	3,025,730
Contract Liabilities - Water Fund	4,788,185	3,709,846
Specific Purpose Grants	788,885	986,057
Water Fund (interfunding balance)	653,517	701,274
Sewer Fund (interfunding balance)	500,430	502,588
	<u>9,725,987</u>	<u>8,925,495</u>
Internal Allocations	4,535,485	6,684,560

Unrestricted Cash	1,911,072	-2,088,335
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Un-invoiced works in progress	
BRP	730,793
Fixing Local Roads	65,234
Thunderbolts Way Corridor Strategy	154,650
RMCC	1,315,083
Total un-invoiced	2,265,761

Unrestricting the Financial Assistance Grant has moved Council unrestricted cash positive to \$1.9M in August from \$2.1M negative in June however this will be consumed throughout the



2023 financial year with the forecast still being negative unrestricted cash at the end of the 2023 financial year.

Not also receivables are \$2.2M however we do not estimate the current payables for ongoing works so it is reasonable to assume that we would have at least \$1.5M in work in progress for various works at any one time.

Walcha Council Debt Recovery

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

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

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

Walcha Council Customer Request Management (CRM)

	1 Month	1-2 Months	2-3 Months	3-6 Months to 1 Yr	6 Months +	Total CRM's
PLANNING & ENVIRONMENT	24	17	7	26	27	101
ENGINEERING	23	11	18	26	14	92
ADMINISTRATION	0	2	0	2	20	24
Total OPEN CRM's						217

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

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

Christian Martin
Manager Corporate & Finance



Item 10:

Committee Reports

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



Walcha Council Beautification Advisory Committee Meeting Minutes

held on

Wednesday, 7 September 2022

at

2.00 pm

at

Walcha Council Chambers

The Chair welcomed all members and declared the meeting open.

PRESENT: Clr Aurora Reilly (Chair), Clr Anne-Marie Pointing, Phillip Hood (Director of Infrastructure), Phyllis Hoy, Gweneth Higgins, Stephen King and Robyn Vincent.

IN ATTENDANCE: Anna Lummis (Administration Officer), Amy Hood (Administration Officer), Cynthia Morris (Team Leader – Horticulture) and Quota Club Representatives.

Committee Minutes



RECOMMENDATIONS FROM MEETING

3.6 Crocodile Bridge

RECOMMENDATION: That Council **APPROVE** the installation of a seat at the end of the path leading to the crocodile bridge as part of the works to extend the current garden beds and if within the approved budget.

APOLOGIES:

Faye (Col) King, Caroline Street, Peter Blomfield and Jim Hallenan.

Chair opened the meeting at 2:00pm. Welcome to Robyn. Chair and members thanked Parks & Gardens team for ongoing works throughout the town.

1. CONFIRMATION OF MEETING MINUTES & ACTIONS ARISING

Previous Minutes of **21 June 2022** were endorsed by members with the following correction: Glen Row Works (Page. 3) to be edited to Glen Gro Works.

The Chair and members provided updates on any Actions Arising from the previous meeting.

Declaration of Interests: Nil

2. GENERAL BUSINESS:

2.1 Proposal for Council supported Stronger Country Communities grant application from Quota Club

The Quota Park has a playground that requires updating to meet current standards. The rungs on the slippery dip steps are quite far apart which is dangerous and the play area needs rubber soft fall. At present the softfall at the park is woodchip mulch, its replacement with rubber softfall will assist Council with their maintenance and be more user friendly. It has been decided to apply for the Drought Community Project Stronger Country Communities Round 5 grant to replace this equipment and softfall. Quota thanked Cynthia for her work in pruning within the town.

Action: DOI to provide Quota with a letter of in-kind support for their application for grant funding, and for the assistance in the removal of slippery dip, existing woodchip and laying of crusher dust for on site preparation for the installation of rubber softfall and play equipment in the Quota Park.

Action: DOI to provide Quota with a quote for approximate costs of play equipment etc to assist with their grant application.

2.2 Confirmation of placement of new picnic table under the three trees North of the Blue Hogan Bridge

The chair gave members some background on this proposal, including its origins from the Soundtrails project. Quota attendees provided members with details on the location of the



proposed picnic table installation. Members discussed the aesthetics of the new picnic table and suitability for the location, it was suggested to choose a dark brown colour consistent with the existing tables in the adjacent park, members all agreed.

Action: Coordinator Urban Works to purchase Picnic Table with the leftover Soundtrails grant money and arrange installation.

2.3 Maintenance of the Peter Fenwicke Oval Fence

DOI gave background to members on the proposed installation of the Peter Fenwicke Oval Fencing. The Committee supports the installation of the concrete footing for the fence around Peter Fenwicke Oval as part of the proposed fence installation, for the purposes of maintenance and in accordance with the original design/proposal formerly approved by Council.

2.4 Derby Street Landscaping

Claret Ash trees are currently planted on the Western side of Derby Street. DOI spoke to the committee about the potential need to remove these trees to enable the water main to be relocated during the Derby Street Upgrade Project and the replanting of suitable species. Committee would like a site visit with the Works Manager to discuss which trees may be affected and make recommendations for future suitable plantings.

Action: The Committee Secretariat to arrange a site meeting for the Committee members and the Works Manager before the next meeting.

2.5 Glen Gro works progress update

Rollover to next meeting.

Action: Director of Infrastructure to follow up on Glen Gro works status and advise members on its progress at the next meeting.

Secretariat to add Glen Gro works to the agenda for discussion at the next meeting in September

3. OTHER BUSINESS:

3.1 Rose garden

Quota representative advised the committee that they previously wrote to Council to request that the rose garden be named after a prominent member of the local community, Cynthia supported the suggestion to name this garden as she said people get confused as to whether the garden is private or public land. The Committee agreed that Council should install signage at this park so that the park is more obvious to passers-by and potential users.

DOI advised members on the process for naming the park, specifically that there will be an official call for submissions by Council for consideration. The community will be invited to lodge submissions, at which point any previous requests may be resubmitted.

The next stage of works at the Rose Garden is a proposed rock fence around the park. Cynthia and DOI advised of the possible issues with the proximity of the proposed fence to sewer infrastructure and that there are some ongoing site drainage issues that have led to the loss of some roses. There needs to be a drainage solution for the area, mainly in the back section.



Members asked why we need a fence as without one would save money and not impose on Council mains. Stephen said that without a fence the garden looks “unfinished” and it needs to be “contained”. He said that the Arts Committee shares this view.

Cynthia relayed the Coordinator – Urban Works suggestion of a lower rock wall alternative to the current design. After lengthy discussion, the committee supports the original rock wall design.

Action: Committee members to attend the rose garden site to assess the health of the remaining roses and observe the current drainage issues.

Action: Council to assess the onsite drainage issues at the rose garden and suggest engineering improvement works.

Action: DOI to put forward a report to council to name the Rose Garden.

3.2 MOU between Essential Energy and Walcha Council

DOI met with Mark Cattell, Essential Energy’s *Engagement Lead- Vegetation Management*, to discuss an establishment of a MOU for the management of vegetation near overhead powerlines between Essential Energy and Walcha Council. Essential Energy’s goal is to have zero maintenance around assets. Walcha Council doesn’t currently have a Tree Preservation Policy, DOI asked the Committee for suggestions of inclusions in a policy that he will draft.

Action: DOI to draft a Tree Preservation Policy and table this at the next meeting with a copy of the proposed Essential Energy MOU for Committee input, discussion and feedback.

Action: Secretariat to add the Tree Preservation Policy to the December Beautification Committee Agenda.

3.3 Rose garden on the corner of John Stuarts Crane Hire business

Cynthia advised that Council has planted some rose plants left over from the Rose Garden along with some additional varieties in this location. Members discussed the possibility of substituting some of these roses with ones that have died in the Rose Garden.

3.4 Pine Tree near Monument

Members advised that the large pine tree in the Anzac Memorial Park has been planted too close to the adjacent neighbouring property fence and will likely cause issues as it continues to grow. Cynthia will confirm the species and relocate this tree to an appropriate nearby location.

Action: Cynthia to assess the pine tree’s proximity to the fence line at the Anzac Memorial Park and relocate it to an appropriate nearby location.

3.5 Ohio North Shelter

Members enquired about the proposed garden to be planted around this shelter.

Action: DOI to follow up on proposed garden for this location and report back to members at the December meeting.



3.6 Crocodile Bridge

Members suggested planting bulrushes under the bridge to reduce the safety hazard of the sharp rocks. DOI advised Council could consider this when extending the garden beds as per the Council resolution.

3.7 Hospital Wall

Stephen King gave members an update on the hospital wall mural project progress. Stephen advised this has been discussed by the Arts Advisory Committee and the intentions to undertake works to create a whole mural across the wall, integrating certain existing elements, and is due to be completed by the end of 2022.

3.8 Forest Pansies Street Tree Plantings

Members discussed current and potential plantings along Thee Street.

Action: That Cynthia arrange for the planting of forest pansies along the top end of Thee Street to align with current streetscape.

Next Meeting: 7 December 2022.

THERE BEING NO FURTHER BUSINESS THE CHAIR THANKED MEMBERS AND DECLARED THE MEETING CLOSED AT 3:40PM.



Walcha Motorcycle Rally Committee Meeting

held on

Thursday, 8 September 2022

at

8:00am

at

Walcha Council Chambers

PRESENT:

Clr Mark Berry (Chairperson), Lisa Kirton (Tourism Officer), Karen Barnes, Shane Carey, Jason Cox, Andy Burwell and Kim Barnet

1. APOLOGIES:

Karen Kermode (Director – Community & Tourism), Tracey Hoy, William Fenwicke (Manager Project Delivery - invited guest).

2. CONFIRMATION OF PREVIOUS MINUTES:

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

3. BUSINESS ARISING:

3.1 Committee members

It was agreed that we will not continue to seek an additional committee member, instead invite any interested person as a guest.

3.2 COVID Supplementary Funding

Quotes are being sought for costs of additional cleaning etc., which will be forwarded onto DNSW for approval to receive the COVID Supplementary Funding of \$5000.

4. FINANCIAL REPORT

5. DIRECTORS REPORT

6. COUNCIL RESOLUTIONS FOR COMMITTEES

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7. GENERAL BUSINESS

7.1 Traffic Control Plan for Street Procession subsequent TfNSW and Police

Deferred due to Manager Project Delivery being absent from meeting.

7.2 Overnight Site Manager

Discussed the need for overnight site manager and it was decided that security will be onsite overnight so this will not be necessary. Contact details of organisers will be given to security for any minor issues.

7.3 Liquor Licence

Application submitted by Miles Archdale, event licensee, with assistance from Acting Tourism Manager.

7.4 Volunteer Update

Rotary, Quota and Lions have all confirmed their willingness to assist as volunteers at the event. Roster will be in 4-hour shifts. Clr Berry to forward volunteer schedule to all Councillors seeking their assistance in undertaking one voluntary shift during the event.

7.5 Exhibitor and Food Stall update

Currently we have 16 exhibitors and 5 food stalls for the event.

7.6 Tyre Changing Update

Carey has a contact for onsite tyre changing. Need to ensure all relevant paperwork and PL insurance is received before we can confirm attendance.

7.7 Guided Road Rides and Supported Adventure Rides

Detailed information on all organised rides is to be given to Tourism staff so they can communicate further details with those riders who have booked. Require loud speaker onsite at showground for the start of rides. Jon Taylor (sidecars) to be invited to a working group meeting to confirm details of sidecar involvement.

7.8 Wauchope Motofest and Green Valley Farm Adventure rider events

Carey and Cox will be attending Motofest with the Oxley Riders tent and will also handout Rally flyers and promotional material for Walcha Motorcycle Rally. Burwell will attend Green Valley Farm event and do same.

7.9 Promotion / Marketing

Advertisements are in Australian Motorcycle News, Live to Ride and Adventure Rider Magazine. Social media posts are scheduled (3 per week). Media Releases have been sent and a further two releases are scheduled for coming weeks. Our event media release has already been picked up by Prime 7, Northern Daily Leader and Armidale Express. Another mailout will go out to our 867 subscribers in coming weeks. Information to go in Advocate 3 weeks out with street procession route, program and discounted local ticket.



7.10 Contingency planning reduced numbers

Budget has been adjusted for pre-ticket sales of 450 plus gate sales, day tickets and local tickets. This would mean a reduction in security requirements and merchandise purchased. With this adjustment, still including a 10% contingency, the current budgeted cost to Council is \$20,000. We need to sell 200 pre-sale tickets to still be within budget and this will be easily reached.

7.11 Firewood

Cox and Carey to ask Jim Gerke if he would be happy to supply firewood for the event. Need to find out how many fire pits are at Depot from last year. Acting Tourism Manager to follow up. If we require more Cox is happy to cut 1 half. Clr Berry has some drums we could use.

7.12 Classic Car display

Committee to approach locals with classic cars for display. Cox to organise a trophy for People's Choice Award.

8. NEXT MEETING

Friday 14 October 2022, 8am

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 9:05AM.



Walcha Council Capital Advisory Committee Meeting Minutes

held on

Friday, 16 September 2022

at

8.00 am

at

Walcha Council Chambers

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

PRESENT: General Manager - Barry Omundson (Chairperson), Mayor - Eric Noakes, Clr Mark Berry, Clr Scott Kermode, Director Infrastructure - Phillip Hood, Manager Corporate & Finance - Christian Martin and Senior Management Accountant - Rose Strobel.

IN ATTENDANCE: Manager Project Delivery – Will Fenwicke, Works Manager Water and Waste – Alan Butler, Works Engineer Classified Roads – Josiah McDonald

Committee Minutes



RECOMMENDATIONS FROM MEETING

4.2.3 Fixing Country Roads – Round 4 – Director of Infrastructure

RECOMMENDATION: That Council APPROVE an application for funding under Fixing Country Roads Round 4 for Old Crockford Rehabilitation (~\$1,000,000), Lakes Road Intersection (~\$400,000).

1. APOLOGIES:

Nil.

2. CONFIRMATION OF PREVIOUS MEETING MINUTES HELD:

Minutes of meeting held 11 August 2022 were reviewed and confirmed.

Actions Arising and Actions Outstanding from the 11 August 2022 Meeting were noted with the following updates:

Actions Outstanding

Action: WM-WW to arrange for further advertising of the truck wash via social media to increase community and industry awareness of truck wash facility.

Update: GM requested specific timeframe for this advertising to commence. WM-WW to report back to the Committee on the progress of this advertising prior to the October CAC meeting.

Action: MCF to investigate options for digital monitoring of Plant and Fleet Fuel usage.

Update: MCF has obtained a quote for digital fuel monitoring and will explore potential purchasing options and report back to members at the October CAC meeting.

Action: DOI, GM and MCF to review social media process for Council. Complete. Council's Social Media Policy has been drafted and is now on public exhibition.

3. DECLARATIONS OF INTEREST:

Nil

4. GENERAL BUSINESS:

4.1 Reports

4.1.1 Capital Works and Grant Funding Progress Report and Update - Manager Corporate & Finance and Senior Management Accountant

Members discussed current Capital Works progress including:

- Niche Wall Garden
- Walcha Off -Creek Storage – Embankment and Spillway
- status of Bridge Replacement spending

MCF advised that any works that are approaching an overspend will be flagged and tabled with the Committee for discussion.

Action: MCF and GM to develop a program for Team Leaders/Supervisors on cost control (for Projects etc.) and roll out training to all applicable staff.



DOI advised Council has been successful in securing an additional \$4.5 million in funding for the Derby Street Upgrade. The Mayor acknowledged the work of Council staff, in particular Acting Works Manager – Roads, Josiah McDonald, in preparing this grant application. Cllr Berry seconded the acknowledgement to staff on behalf of all Committee members. DOI advised that Council has also applied for funding under Fixing Local Roads Round 4 & will be applying under the Fixing Country Roads Program. DOI also acknowledged the work of Council staff in preparing all of these grant applications.

DOI advised there will be 2 positions advertised next week - Manager Classified Roads and a Trainee Engineering role.

4.1.2 Infrastructure Capital Works Progress – Director of Infrastructure

Walcha Levee Bank Scour – DOI provided members with background on this issue. Soil Conservation Services were engaged and initially proposed a rock revetment be installed at this location, however Council staff are not satisfied this will address the underlying cause of the erosion. DOI will continue to liaise with State Government Agencies regarding options and a pathway forward as a matter of urgency.

DOI advised that the current Recovery Officer position has been extended for 18 Months.

Action: DOI to request Soil Conservation Services undertake a site visit to the Levee Bank Scour site to further investigate options/solutions. DOI to seek engagement of a Hydrologist to assist with these investigations/solutions.

4.1.3 Walcha Off-Creek Storage & HH2O Update – Manager – Water and Waste

WM-WW played drone footage from the Off-Creek Storage on-site works for the Committee.

Action: DOI to arrange for Walcha Off-Creek Storage drone footage be uploaded to the Council website.

DOI advised that the project is currently under budget, with ongoing cost savings achieved. When the Package 1 contract is concluded any cost savings will be quarantined. The Committee requested that savings and contingency be closely monitored via project management.

Members queried the \$28K variation for the Off-Creek Storage access road construction. WM-WW briefed members on the detailed costing of these works. These works were originally costed to Council for our crews to do works, however Council did not have capacity (time burden on staff of a couple of weeks) so these works needed to be undertaken by ETE Services. WM-WW also briefed members on the stockpile arrangements for gravel.

4.1.4 Depot, Plant and Fleet Update – Manager Corporate & Finance

Members discussed:

- the current Grader operating costs and hire rates, clarification of external hire rates, registration costs
- sale of the Tipper Trailer, which is no longer used by Council for works
- Fuel costs for current plant (adjusted quarterly)
- Fuel rebate
- Quote for Telemetry for the full plant fleet and potential trial



- Current charge out rates for all applicable plant
- Workshop costs
- VMS board and traffic light usage for RMCC works
- Coding of equipment by staff to specific works via timesheets

Members request we use the existing VMS board for advertising Council Community Events, local project announcement etc. GM requested business case for usage.

MCF advised we will be making monthly adjustments to hire costs and rolling report for Depot, Plant and Fleet Update to be provided at CAC meetings moving forward.

Action: DOI and MCF to arrange for VMS board to be used to advertise works and/or events within the LGA.

Action: DOI requested that MCF prioritise rectification of the fuel tank/site storage issues at the Depot and table a report at the October CAC. Secretariat to add Fuel Tank Rectification works to the October CAC meeting Agenda.

4.2 Project Applications

4.2.1 Light Vehicle Replacements – Manager Corporate & Finance

The current policy for light Vehicle replacement is being reviewed and cost/benefit analysis is underway.

Action: MCF to review the current light vehicle policy and table final policy for fleet replacement/renewal at the October CAC meeting. Secretariat to add Light Vehicle Replacement/Renewal Policy to the October CAC meeting Agenda.

Members supported the proposed light vehicle replacement as per the tabled business case.

4.2.2 1.5t Mini Excavator Purchase – Manager Corporate & Finance

MCF advised one of 2 backhoes will need to be sold. A 1.5t excavator will be more suited to water, sewer and cemeteries works than a backhoe. Council presently hires an excavator for these work from local contractors at cost. Members advised that an excavator attachment could be purchased for the existing skid-steer to facilitate these works.

Members do not support purchase of an Excavator at this stage based on the tabled Business Case. The Committee will reconsider this purchase subject to resubmission of a more detailed business case at the October CAC meeting.

Action: MCF to resubmit a detailed business case for the purchase of a 1.5t Excavator at the October CAC Meeting. Secretariat to add 1.5t Excavator to the October CAC meeting Agenda.

4.2.4 Light Truck (2.0t) Purchase – Manager Corporate & Finance

MCF provided background on the current light truck hire costs and proposed purchase of second-hand Light Truck to achieve cost savings and potential cost recovery.

Members do not support purchase of a Light Truck at this stage based on the tabled Business Case. The Committee will reconsider this purchase subject to resubmission of a more detailed business case at the October CAC meeting.



Action: MCF to resubmit a detailed business case for the purchase a light Truck at the October CAC Meeting. Secretariat to add Light Truck Purchase to the October CAC meeting Agenda.

4.2.5 Fixing Country Roads – Round 4 – Director of Infrastructure

Member discussed proposed funding applications and works under Fixing Country Roads Round 4 as follows:

- Topdale Road Truck Parking Bay/Rest area (~\$350,000)
- "Old Crockford" rehabilitation works (north of Nowendoc on Thunderbolts Way) (~\$1,000,000)
- Lakes Road Intersection works (~\$400,000)

Tabled funding amounts are estimates only and will be further refined prior to the application being made.

Members **do not support** the Topdale Road Truck Parking Bay/Rest area works.

Members **support** the "Old Crockford" rehabilitation works.

Members **support** the Lakes Road Intersection works.

4.2.5 Stronger Country Communities Round 5 – Director of Infrastructure

DOI advised members there are two projects that could be eligible for funding under Round 5

- Walcha Skate Park Upgrade
- John Oxley Amenities Upgrade

The Manager Project Delivery provided members with an update on the Walcha Skatepark Upgrade. We have now received the final concept plan. Due to rising construction costs, site constraints and a range of project specific factors it is proposed to apply for additional funding under Round 5 to de-risk this project. Should the funding application be successful in the amount requested then it is proposed that some additional funding be used towards construction of a carpark and footpath from carpark into the skate park.

Manager Project Delivery and DOI advise that that this project should be staged as part of its de-risking. Mayor Noakes requested that the application for additional grant funding be taken to an Extraordinary Council Meeting for approval.

The Committee supports the application for additional funding for the Walcha Skatepark Upgrade and the John Oxley Amenities Upgrade.

Action: GM to call an Extraordinary Council Meeting to seek Council's recommendation for an application for Stronger Country Communities Round 5 funding for the Walcha Skate Park and John Oxley Amenities Upgrades as outlined below.

RECOMMENDATION: That Council APPROVE an application for additional funding under Stronger Country Communities Fund (Round 5) for the John Oxley Sport Ground Amenity Upgrade and Sewer Extension Project of \$610,541 AND Stage 2 of the Walcha



Skate Park Project of \$250,000 for a total amount of \$860,541.

5. OTHER BUSINESS:

Nil.

THERE BEING NO FURTHER BUSINESS THE CHAIR DECLARED THE MEETING CLOSED AT 11:45am.



Item 11:

Delegate Reports



There are no Delegate Reports for September
2022



Item 12:

Questions with Notice



There are no Questions with Notice items for
September 2022



Item 13:

**Referral to
Closed
Council
Meeting**



Item: 13A **Ref:** WO/2022/02808
Title: Referral to Closed Meeting – Award Tender – RFT-W22/109
Walcha Swimming Pool Refurbishment Design Tender
Author: Executive Assistant
Previous Items: Nil.
Attachment: Nil.

RECOMMENDATION: That, in accordance with the provisions of Section 10A (2)(c) of the *Local Government Act, 1993*, the matters of Award Tender RFT-W22/109 Walcha Swimming Pool Refurbishment Design Tender be referred to be discussed in Closed Council and close the meeting to the public for the reason that the reports relate to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

Introduction:

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

Report:

Council approval is requested to refer matters for discussion in Closed Council and close the Meeting to the public in accordance with the provisions of Section 10A (2)(c) of the *Local Government Act, 1993*.

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