



BUSINESS PAPER
ORDINARY MEETING OF COUNCIL

To be held on

Wednesday, 31 August 2016

3:00pm

at

Walcha Council Chambers

Members:

Mayor – Councillor Janelle Archdale
Deputy Mayor – Councillor Scott Schmutter
Councillor Kevin Ferrier
Councillor Bill Heazlett
Councillor Lloyd Levingston
Councillor Clint Lyon
Councillor Robert Thomson
Councillor Maria Woods

Quorum – 5 Members to be Present

WO/2016/01413

AGENDA

Submitted to Council: 31 August 2016

..... General Manager Mayor



Dear Mayor and 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, 31 August 2016** commencing at **3:30pm**.

Yours sincerely

Jack O'Hara
GENERAL MANAGER

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- 5. Mayoral Minute
- 6. Senior Officers Reports
 - 6.1 Refer Financial Statements 2015 – 2016 to Audit WO/2016/01391
 - 6.2 Financial Assistance Grants for 2016 – 2017 WO/2016/01393
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 - 6.5 Concrete Batching Plant – SafeWork Inspection WO/2016/01422
- 7. Notice of Motion
- 8. Matters of Urgency
(Resolution to admit matters of urgency before being further considered by Council).

Submitted to Council: 31 August 2016

..... General Manager Mayor



9. Management Review Report WO/2016/01291

10. Committee Reports

10.1 Minutes of the Walcha Mountain Festival Committee Meeting held at the Walcha Council Chambers, Hamilton Street, Walcha on Wednesday, 3 August 2016. WO/2016/01315

11. Delegate Reports

11.1 Minutes of the Namoi Councils Joint Organisations Meeting held at Uralla Shire Council Chambers on Thursday, 4 August 2016. WI/2016/04522

11.2 Minutes of the Country Mayors Association Meeting held in Sydney on Friday, 12 August 2016. WI/2016/04899

12. Committee of the Whole

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

Resolution to move into Open Council.

Resolution to adopt Committee of the Whole Report and Recommendations.

Submitted to Council: 31 August 2016

..... General Manager Mayor



Present:

Apologies:

Confirmation of the Ordinary Meeting Minutes held on Wednesday, 27 July 2016:

Matters arising from the Ordinary Meeting held on Wednesday, 27 July 2016:

Submitted to Council: 31 August 2016

..... General Manager Mayor



ORDINARY MEETING OF COUNCIL

held on

Wednesday, 27 July 2016

at

3:00pm

at

Walcha Council Chambers

PRESENT: Clr JM Archdale (Chairman) Mayor together with Councillors KW Ferrier, WJ Heazlett, L Levingston, CM Lyon, SJ Schmitter, RS Thomson and MJ Woods.

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

1. APOLOGIES:

Nil.

MINUTES



2. CONFIRMATION OF THE ORDINARY MEETING MINUTES HELD ON WEDNESDAY, 29 JUNE 2016:

1 **RESOLVED** on the Motion of Councillors Ferrier and Levingston that the Minutes of the Ordinary Meeting held on Wednesday, 29 June 2016, 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

2 **RESOLVED** on the Motion of Mayor Archdale that the following Mayoral Minute be **ADOPTED** by Council.

Councillors today is a very significant meeting for this Council as it is the last prior to being placed into Caretaker Mode for the upcoming Local Government Elections on 10 September 2016.

It is therefore very appropriate to reflect on some of the achievements of this Council and our support of, and partnerships with, community organisations over the last four years.

2012 – 2016

- ◆ The introduction of Rural Addressing
- ◆ Completion of the Hi-Cub Project along the river banks.
- ◆ Green Gully Track winning a State Tourism Award.
- ◆ Introduction to flexible working conditions for indoor staff.
- ◆ A submission by Walcha to the Regional Development of Australia Fund for Thunderbolts Way resulting in a total of \$5.12m being spent on the road by Gloucester, Uralla and Walcha Councils.
- ◆ Meeting with Assistant Police Commissioner to ensure the Walcha Road Police Station, police numbers and vehicles were maintained.
- ◆ The completion of the Woolbrook Bridge in collaboration with Tamworth Regional Council.
- ◆ The Office of Local Government conducted a Promoting Better Practice Review Program.
- ◆ Walcha Preschool gained a rating of “Exceeding National Quality Standards” through the National Quality Standards Assessment and Rating process, an outstanding result.



- ◆ Library visits increased by 120% due to changes in opening hours and exceptional staffing.
- ◆ Walcha Local Health Committee won the Best Presented Annual Report in the Hunter New England Health District.
- ◆ The upgrade of the Aboriginal section of the Cemetery and construction of the Reflection area.
- ◆ Council supports the beginning of a Growers Market through sponsorship.
- ◆ Council became a member of the Country Mayors Association.
- ◆ Roads to Recovery grant trebling for the 2016 & 2017 financial years to around \$1.2 million per year.
- ◆ \$600,000 for improvements to local water infrastructure.
- ◆ \$1.1 million for widening of the Bergen Bridge and testing of all bridges in the Council area.
- ◆ Walcha won the Arts NSW Regional Acquisition prize of \$20,000 worth of art from Sculptures by the Sea exhibition.
- ◆ In partnership with Rotary, the installation of exercise equipment on the river banks walk.
- ◆ Re-establishment of the Alcohol Free Zone at the Skate Park.
- ◆ Funding to improve both Nowendoc and Woolbrook Landfill sites.
- ◆ The completion of the successful pilot program for Namoi Joint Organisation.
- ◆ Withdrawal from the New England Group of Councils.
- ◆ \$100,000 from the member of New England to conduct a water security feasibility study.
- ◆ The implementation of the Replacement and Rehabilitation Bridge Program.

These are just a few and I acknowledge that they are not all politically significant, not all of regional importance but very indicative of the fibre of this community.

Overriding all of this however has been the Reform of Local Government and our constant frustration with Council being in “marching time” mode. The time involved in a process that began very positively and ended up after five years to become a retaliatory process with constantly moving goal posts and options of the way forward such as the Rural Council model being obliterated was frustrating to say the least. As I have stated previously the process of reform has been a good thing for Walcha Council. We have stood up and faced the challenges head on by making internal structural changes, proactively seeking and implementing best practice strategies, addressing with vigour the Asset Management Plan and have engaged with our community throughout the entire four years. We did what the reform process was looking for and we did it well by posting a \$1.2 million surplus in the 2015 year and a similar surplus will be confirmed for the 2016 year. Our success in avoiding the merger proposals with Tamworth or Armidale is down to three things: the passion and unrelenting support of our community; the determined and persistent support of our local members Kevin Anderson and Barnaby Joyce and the hard work and resilience of Walcha Council.

The future of Walcha Council, I believe will rely heavily on the success of the Namoi Joint Organisation as this is where we will gain further efficiencies and capacity. The recent resolution of Armidale Regional Council seeking membership of Namoi Joint Organisation



and intention to create a “Northern Inland” Joint Organisation bringing in New England Councils stretching to Tenterfield is of great concern and one which this Council needs to monitor with gusto.

However, the platform is now set for the newly elected Council in September to get back to business, to look at attracting business, increasing tourism, enhancing the Open Air Gallery, investigate the possibility of new festivals, work in partnership to develop the old hospital site, make crucial decisions on securing the water supply, enjoy spending the additional grant funding on our roads and bridges. The next four years will be exciting times and with the recent Federal election and the resounding win by Barnaby Joyce retaining the seat of New England, Walcha is assured of continued strong support and I believe at the grater level Australia will now settle into a calmer more productive phase.

As I will be on leave for the final meeting of this Council in August this is my last meeting after nearly 16 ½ years as a Councillor and four years as Mayor. I wish to acknowledge each and every one of you that has contributed your time, energy and commitment to this Council and to the people that you represent. As Councillors it is our duty to commit the time required to do this job well, the responsibility is too great and the decisions made too important not to. The retirement of at least four councillors: Maria Woods, Robert Thomson, Scott Schmutter and myself will pave the way for new energy, new ideas and a reinvigorated Council.

I also thank Walcha Council in its entirety. To the General Manager Jack O’Hara who has done an amazing job keeping the everyday wheels in motion through an incredibly difficult time. Overseeing the retirement of Directors, Gerry Moran and Steve McCoy, who were both here in excess of 20 years along with other significant staffing changes, is challenging to say the least. Jack’s loyalty to this organisation has been outstanding and I thank him for his commitment, knowledge and support, not just to Councillors and to me, but to each and every employee and volunteer of Walcha Council. To the Director – Engineering Raju Ranjit and Manager – Environmental Services Lacey Latham, thank you for your new directions and dedication to your positions and I wish you well for long and rewarding careers here in Walcha. To the employees of Walcha Council thank you. It is your job to provide the services to our community from the minute they turn on a tap, go for a swim, drive on a road, play in the park or sporting grounds, exercise, or just go for a walk and enjoy the art, you make all this and so much more possible. Local Government is grass root service delivery and you do it incredibly well.

To Deputy Mayor Scott Schmutter I congratulate you on you ability to bring rationale and wisdom to your position and fellow Councillors again, thank you for your hard work, commitment and most importantly, your friendship. I wish Councillors who are contesting the September elections all the very best as I do the newly formed Council.

I am humbled by the support, trust and loyalty shown to me as Mayor of Walcha, thank you.



6. SENIOR OFFICERS REPORT

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

6.1 Proposed Changes to Organisational Structure **WO/2016/01198**
10.3 Minutes of the Walcha Council Staff Consultative Committee Meeting held on Thursday, 14 July 2016 **WO/2016/01182**

These two Agenda items were discussed together as they are linked.

4 **RESOLVED** on the Motion of Councillors Schmutter and Levingston that Council:

- ◆ Alter the Project Manager position to Asset Technical Officer in the Organisational Structure.
- ◆ Alter the Bridge Supervisor position to the Bridges/Drainage Supervisor in the Organisational Structure.
- ◆ Alter the position Supervisor Projects to Supervisor – Regional Roads in the Organisational Structure.
- ◆ Add the position of Small Plant Operator to the Organisational Structure.
- ◆ Add the position of Assistant Storeman/Labourer to the Organisational Structure.

5 **RESOLVED** on the Motion of Councillors Ferrier and Lyon that Council **ADOPT** the Leaseback of Council Vehicles Policy as presented.

ADMINISTRATION POLICIES

Lease Back of Council Vehicles Policy



Introduction

The purpose of this policy is to:

- *Establish a set of parameters for the use of Council owned motor vehicles by Councillors and staff;*
- *Provide a framework for the selection, management and replacement of these motor vehicles.*

Definitions:

Responsible Officers – *are those officers approved by the General Manager to have Private or Commuter Use of a Council owned motor vehicle. Responsible Officers also include the Mayor and General Manager.*

Private Use – *allows for the use of council owned motor vehicle by Responsible officers for non work related travel as part of their terms and conditions of employment. Private Use vehicles fully maintained (including fuel) and comprehensively insured.*

Commuter Use – *allows for Responsible Officers to travel between home and the worksite/workplace (taking the most direct route) using a Council owned motor vehicle as described in this policy. Commuter Use vehicles are to be marked, fully maintained (including fuel) and comprehensively insured.*



Lease Back Payment – the after tax payroll deduction (including GST) as determined by the General Manager in relation to Private Use of the Council owned motor vehicle.

Fringe Benefits Tax (FBT) – tax payable by Council on the grossed up value of the vehicle provided. This tax may be reportable on the Employee Payment Summary and is reduced or fully offset by Lease Back Contributions.

1. Staff Access to Motor Vehicles

Council vehicles are available to all eligible members of Council (staff and councillors) for work related and authorised purposes during business hours of Council. During business hours all Council vehicles are considered as available for “pooled use”.

2. Entitlement

Entitlement to a motor vehicle will follow the requirements of the Local Government (State) Award 2010 as a minimum and may be based upon:

- The provision of a motor vehicle as part of a negotiated remuneration package;
- The provision of a motor vehicle as a ‘job facility’, eg positions which involve significant travel on behalf of the Council in fulfilling normal working requirements;
- The provision of a motor vehicle as a discretionary benefit for positions where it is considered appropriate to provide a Council vehicle;
- The provision of a motor vehicle as an incentive to attract and/or retain an employee;
- Any exceptions to entitlement needing the approval of the General Manager;
- Any employee affected by a redeployment situation will have the ‘entitlement’ to a vehicle assessed in terms of their original conditions of employment. In a redeployment situation, Council may terminate this agreement in accordance with the Local Government State Award for conditions of employment;
- Employees must possess a current Australian Driver’s Licence. Should any employee be disqualified from holding a driver’s licence for any reason, they will be removed from the private use scheme and will not be permitted to drive any Council vehicle during the period of disqualification;
- Employees will be required to complete a detailed log book of both business and private kilometres travelled. This will allow Council to determine the usage charge for private travel and allow Council to choose the most cost effective FBT calculation method to be applied to the vehicle. The log book must be completed for a minimum three (3) month period when the normal usage for a vehicle changes or as required by the General Manager. This clause does not apply to vehicles that are Commuter Use only.

3. Private Use Scheme

Motor Vehicle Allocation by Group

Table 1

LEVEL	RESTRICTIONS	EMPLOYEE CONTRIBUTIONS
GROUP 1 General Manager	Nil	Nil – vehicle forms part of salary package
GROUP 2 Directors / Executive Managers	Fuel to be reimbursed for private travel outside Walcha Council area and during leave periods	Nil – vehicle forms part of salary package
GROUP 3 Non Executive Managers (above)	Fuel to be reimbursed for long private trips and during leave periods	Sedans / 2WD \$100 pw Utes / 4WD \$120 pw



<i>Grade 9)</i>		
GROUP 4 <i>Other Employees</i>	<i>Commuter Use only</i>	<i>Nil - No private usage of vehicle</i>

General Conditions

The vehicle will be available for Council use during working hours except when the Lessee is absent on approved paid leave or other approved absence. Use of the vehicle during working hours remains at the discretion of the Director - Engineering Services (DES) or General Manager.

Groups 1, 2 & 3 Lessees are entitled to full private use, subject to conditions in as per Table 1. Council is responsible for all costs including registration, insurance, maintenance, fuel or other expenditure approved by Council.

Council recognises that where an employee is granted full private use of a vehicle, this vehicle in many cases becomes that employee's family vehicle. Accordingly, Lessees are entitled to grant permission for other persons to drive the Council vehicle whilst on private use provided such person(s) hold a current driver's licence and is:

- The partner of the Lessee who permanently resides with the Lessee; or*
- Another suitably licensed person may also drive the vehicle only where the Lessee and /or partner is a passenger in the vehicle.*

Group 4 Lessees are entitled to Commuter Use as defined. Council is responsible for all costs including registration, insurance, maintenance, fuel or other expenditure approved by Council. Commuter use does not include:

- Transportation of family members or members of the public unless for work related purposes;*
- Transportation of other Council employees to and from work;*
- Visits to private or non-work related locations other than the odd occasion (such as stopping at a shop on the way home via the direct route); and*

Council vehicles are not permitted in any car rally or competition, or to be used for any commercial purpose outside of Council's own operations. Where a Lessee has obtained approval to have full private use of a Four Wheel Drive (4WD) vehicle, only appropriate recreational use of the vehicle is permitted. Appropriate off road use can be defined as utilising the vehicle only where access is provided by either a marked track/trail (eg camping ground access, fire trail, dirt roads), or where vehicular access is specifically allowed (eg beach driving). Where inappropriate private use of a 4WD results in damage to the vehicle, the Lessee will be responsible for all repair costs incurred.

Lessees may retain the use of the lease back vehicle for no more than four weeks annual leave per annum and a maximum of two weeks per annum of other forms of paid leave where the lease back of the vehicle is considered to be a discretionary benefit.

If an employee has been placed on workers compensation and provided that the appropriate lease back fee is still being paid, the allocation of a vehicle for private use is limited to four weeks. This period may be extended under the authority of the General Manager, where a workplace program has been established for the employee's return to work.

Any form of 'Leave Without Pay' taken by the Lessee, Council will require the motor vehicle to be returned to the Director - Engineering Services for general Council use (unless otherwise approved by the General Manager in writing).

Lessees absent at Conferences and Training, or overseas, where the vehicle is not required, may have to return the vehicle to the DES for retention in the Pool for general use during such periods or for allocation on a temporary



basis to the Employee acting in the Lessee’s position. Allocation for an Employee acting in the role will only be granted on the basis that the Employee makes the appropriate lease back payment. Lease back payments will cease during periods of leave of one week or more, where the Lessee does not have the vehicle. Adjustments to lease back payments will only be made following appropriate notification to the Finance Department.

Council may rotate the use of vehicles with the objective of ensuring that otherwise low mileage vehicles travel sufficient distances to reduce the level of FBT percentages for calculation of tax payable.

A Council vehicle may not be used for private purposes unless and until a formal agreement has been signed by both parties.

Employee Contributions

Lessees will be required to enter into a Lease Back Agreement with Council. The amount proposed will be reviewed annually as part of the budget process and Lessees will be given notice in accordance with the Local Government State Award requirements as a minimum of any change to the level of contribution. The amount will be deducted from post-tax salary and will include GST.

Lessees utilising a utility with a carrying capacity of less than one tonne on a Commuter Use basis only and who live in the Walcha Local Government Area are not required to make a contribution towards the running cost of the vehicle. This is reflective of the fact that these vehicles do not incur an FBT liability, and the Lessee is assisting Council in the garaging and general maintenance of the vehicle.

Fuel receipts for personal travel should be kept and handed to the Finance Department after 31 March each year to reduce the FBT liability for the vehicle.

Vehicle Options & Accessories

Vehicle accessories that are not required for business/operational purposes are not permitted given that their capital and FBT cost is often not recouped at sale or trade-in.

All vehicles provided under Lease Back arrangement may be fitted with the following standard accessories where available, and where they contribute to the safety and protection of the vehicle and / or driver:

- *Floor mats (front & rear);*
- *Mudflaps (front & rear);*
- *Air-conditioning;*
- *Anti-lock braking system (ABS);*
- *Cruise Control;*
- *Metallic or pearl paint.*

Council may fit additional accessories if they are required for safety or operational reasons.

Insurance

An excess of up to \$500 payable by the Lessee will apply to all ‘at fault or deemed at fault’ accidents relating to private use in any twelve (12) month period, regardless of the number of vehicles held by the Lessee during that period. This will be assessed by the General Manager on a case by case basis and the excess will be payable by the Lessee in situations where the Lessee is found to be negligent.

Where the driver of a vehicle in an accident has Commuter Use only, and the accident occurred outside the Lessee’s lease parameters (eg driving on the weekend), the full cost of repairs will be levied on the Lessee.

Damage to Council vehicles whilst being officially used during bush fires, flood or other dangerous conditions would be deemed to be work related and Council would be liable for any excess.

If the Lessee, or any other person the Lessee allows control of the vehicle other than an authorised officer of Council for Council business, is convicted of a drink driving offence or other drug related offence in association with an accident involving the vehicle, the Lessee will pay the costs of associated repairs to the vehicle if Council’s insurer refuses liability. The term ‘an authorised officer’ does not include the Lessee under this clause.



All Lessees are required to fully co-operate with any insurance related incidents or investigations.

The Lessee's personal items in the vehicle are not covered under the Council's insurance policy.

Non Compliance

Should the employee not comply with any of the clauses of this Agreement, the General Manager reserves the right to terminate the Agreement on immediate notice if considered necessary, or by giving fourteen (14) days written notice in other circumstances.

Termination of Lease Back

Upon the employee ceasing to be an employee of Council, or having this Agreement terminated by the General Manager, the vehicle, keys, fuel card (if issued) and any other associated items shall be returned to Council forthwith and all expenses and obligations of the employee shall be paid prior to termination of services. This agreement shall terminate on the employee's last active day of service with Council. Active service shall be deemed to exclude annual, sick or long service leave, accumulated time in lieu, other leave or public holidays following the employee's last day at work.

In addition, should an employee change position within Council, it will remain the General Manager's discretion as to whether a vehicle agreement is offered if the new position does not have a vehicle attached to it.

Lease Back Agreement Variation

Council reserves the right to vary the terms and conditions of this Agreement subject to three (3) months written notice.

4. Maintenance of Motor Vehicle

Vehicles are to be maintained in a condition that reflects Council in a positive manner, ie clean, tidy and well maintained. It is the responsibility of each employee allocated a vehicle to ensure that it is serviced and cleaned regularly in consultation with the employee's Supervisor/Manager and the Director - Engineering Services. It is the employee's responsibility to present the vehicle for service and maintenance upon request by the DES.

Lack of care of the vehicle by the employee will result in the vehicle being withdrawn. Circumstances that lead to the withdrawal of the vehicle as a result of lack of care shall be enforced through a process of written warnings. The vehicle will be withdrawn at the third written notification. Regular inspection of vehicles will be undertaken, and where a request to clean the vehicle is not acted upon within three (3) days, Council may have the vehicle cleaned and detailed, and the cost may be charged to the employee.

Note – during periods of water restrictions the outside of the vehicle may not be cleaned.

Employees should notify the DES of all defects in the operation of the vehicle within three (3) days of the incident occurring or damage to the vehicle being identified, however minor. The may entail the completion of a damage report.

5. Emergency Repair to Vehicles

Council vehicles should be repaired where possible at Council's workshop. The DES should be contacted as soon as possible and a decision will be made on where the repairs will be carried out.

The Lessee may authorise urgent repairs, including the replacement of parts, where necessary, in accordance with Council's Financial Delegations Policy. Reimbursement will be made to the Lessee on providing original receipts through the Finance Department. Where the breakdown or damage is of such a nature that the vehicle will be out of operation in excess of two (2) days, the Lessee should contact the DES at the earliest opportunity. The DES will then take responsibility for the action required to recover or repair the vehicle in these cases.

6. Traffic & Parking Infringements

An employee or other authorised driver (as defined) fined for any traffic or parking infringements will be responsible for the payment of the fine. If an employee has his/her licence suspended or cancelled, the employee



must report this immediately to their supervisor. The employee is not permitted to drive any Council vehicle whilst under such suspension or cancellation.

7. Non Smoking

Council's No Smoking Policy shall be observed at all times. There is strictly no smoking in any Council Vehicle or Plant.

8. Use of Fuel Card

It is preferable that all vehicles use the Depot fuel bowsers whenever possible.

If a fuel card has been issued, it should be used at all other times when fuelling Council's vehicles, at any service station which accepts the Fuel Card.

The Fuel Card shall only be used for the purchase of fuel (E10, ULP or Diesel) and oil for Council vehicles. No other purchases are permitted on the fuel card.

The use of the Fuel Card for obtaining bonus points (eg Flybuys Points) is prohibited, as Council will be liable for FBT.

Fuel cards must be surrendered to the DES upon termination of employment. Lost cards must be reported immediately to the DES who will facilitate cancellation of the card.

Employees will be reimbursed for normal running expenses incurred in the provision of the vehicle. Original tax invoices are to be provided to the Finance Department for reimbursement. Any significant expenditure or expenditure other than normal running costs must be approved by the General Manager prior to purchase.

9. Driver Conduct

Drivers must use the vehicle in strict compliance with all applicable federal or state laws. Council staff must not drive Council vehicles if affected by drugs or alcohol.

Staff using a Council vehicle must maintain a respectable standard of vehicle cleanliness, eg remove and dispose of rubbish.

6.2 Purchase of Plant

WO/2016/01197

6 **RESOLVED** on the Motion of Councillors Lyon and Ferrier that Council allocate \$140,000 to purchase the following Plant:

- ◆ Spreadmaster
- ◆ Profiler attachment for Bobcat
- ◆ New S750 or A770 Bobcat Skids Tree

6.3 Installation of Gazebo at Walcha Memorial Baths

WO/2016/01213

7 **RESOLVED** on the Motion of Councillors Schmutter and Levingston that Council approve the installation of a prefabricated Gazebo at the Walcha Memorial Baths with the assistance of the Walcha Rotary Club as per the Plans submitted **FURTHER THAT** Council write to the Walcha Rotary Club formally thanking them for their contribution.



6.4 Entering & Sealing of Rate Book – 2015/2016 Year WO/2016/01153

**6.5 Initial Reconciliation of Valuations to Rates Levied 2016/2017
WO/2016/01153**

8 **RESOLVED** on the Motion of Councillors Ferrier and Levingston that the Common Seal be affixed to the 2015/2016 Rate Book Reconciliation and be attested to by the Mayor and the General Manager.

9 **RESOLVED** on the Motion of Councillors Ferrier and Levingston that the Common Seal be affixed to the Initial Reconciliation of valuations to rates levied as at the 1 July 2016 and be attested to by the Mayor and the General Manager.

Afternoon Tea

Council adjourned for afternoon tea at 3:25pm and the Meeting resumed at 3:52pm.

**6.6 Committee of the Whole Referral – Legal Action Lehman Brothers
WO/2016/01217**

10 **RESOLVED** on the Motion of Councillors Lyon and Ferrier that, in accordance with the provisions of Section 10 of the Local Government Act, 1993, the matter of “Legal Action Lehman Brothers” be referred to be discussed in Committee of the Whole for the reason that it relates to advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional.

COMMITTEE OF THE WHOLE

11 **RESOLVED** on the Motion of Councillors Lyon and Ferrier that Council resolve into Committee of the Whole and that the press and public be excluded from the entire proceedings of the Meeting of the Committee of the Whole for the reason that it relates to advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional.

12 The Meeting resumed in **OPEN** Council on the Motion of Councillors Ferrier and Levingston.

The Mayor reported whilst in Committee of the Whole the following matters were discussed.

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



2.1 Lehman Brothers Special Financing (LBSF) Release Agreement and ANZ Banking Deed of Release. WINT/2016/01581

The Committee **RECOMMENDED** on the Motion of Lyon and Ferrier that Council authorise the General Manager, John Gregory O’Hara, to sign the Release Agreement with Lehman Brothers Special Financing and the Deed of Release with ANZ Banking **FURTHER THAT** Council approve the affixing of the Common Seal to all necessary documentation **STILL FURTHER THAT** the affixing of the Common Seal be attested to by the Mayor and the General Manager.

ADOPTION OF COMMITTEE OF THE WHOLE

13 **RESOLVED** on the Motion of Councillors Levingston and Thomson that the Report and Recommendations of the Meeting of the Walcha Council Committee of the Whole held on Wednesday, 27 July 2016 be **ADOPTED** by Council.

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

6.7 Stores Stocktake as at 29 June 2016 WO/2016/01220

14 **RESOLVED** on the Motion of Councillors Lyon and Schmutter that stock value adjustments totalling \$783.68 write on be made to inventory items detailed in the schedule **FURTHER THAT** Council formally thank the Storeman on a job well done.

LATE REPORTS:

1. Review of Payment of Expenses and the Provision of Facilities for Mayor, Councillors and Staff Policy WO/2016/01229

15 **RESOLVED** on the Motion of Councillors Levingston and Heazlett that Council place the “Payment of Expenses and the Provision of Facilities for Mayors, Councillors & Staff Policy” on public exhibition inviting public submissions for a period of 28 days as per the Local Government Act, 1993, Section 253(1).

7. NOTICE OF MOTION

Nil.

8. MATTERS OF URGENCY

Nil.



9. MANAGEMENT REVIEW REPORTS

WO/2016/01194

16 **RESOLVED** on the Motion of Councillors Levingston and Lyon that items included in the Management Review Report, numbered 1 to 15 inclusive, be **NOTED** by Council.

10. COMMITTEE REPORTS

10.1 **Minutes of the Walcha Traffic Committee Meeting held in the Council Chambers, Hamilton Street, Walcha on Wednesday 29 June 2016.**

WO/2016/01164

10.2 **Minutes of the Walcha Town & District Beautification & Tidy Towns Committee Meeting held at Council Chambers, Hamilton Street, Walcha on Wednesday, 6 July 2016.**

WO/2016/01160

17 **RESOLVED** on the Motion of Councillors Thomson and Lyon that Council plant the following trees in the following locations in 2016/2017 subject to the available budget:

- ◆ Top end of Middle Street to Plumtree Street (under power line) – Prunus Elvins trees.
- ◆ Top end of Middle Street to Bridge (eastern side) – Pyrus Chanticleer trees.
- ◆ Bridge to Jamison Street (eastern side) – Fraxinus Urbanite trees.

18 **RESOLVED** on the Motion of Councillors Lyon and Thomson that Council replace Japanese Maple tree on South Street, northern end by 12 Irish Strawberry trees.

10.3 **Minutes of the Walcha Council Staff Consultative Committee Meeting held at Council Chambers, Hamilton Street, Walcha on Thursday, 14 July 2016.**

WO/2016/01182

10.4 **Minutes of the Walcha Council Mountain Festival Committee Meeting held at the Council Chambers, Hamilton Street, Walcha on Wednesday, 20 July 2016.**

WO/2016/01216

11. DELEGATE REPORTS

11.1 **Minutes of the Namoi Councils Joint Organisation Meeting held at Walcha Council on Thursday, 7 July 2016.**

WI/2016/03802

THERE BEING NO FURTHER BUSINESS THE CHAIRMAN DECLARED THE MEETING CLOSED AT 4:20PM.



Item 6:

Senior Officers’
Reports

Submitted to Council: 31 August 2016

..... General Manager Mayor



Item: 6.1 **Ref:** WO/2016/01391
Title: Refer Financial Statements to Audit 2015 - 2016
Author: General Manager
Previous Items: Not Applicable
Attachment: Yes

Summary:

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

Report:

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

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

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

The above Statement must:

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

RECOMMENDATION:

That the 2015/2016 Financial Reports be referred for Audit and FURTHER THAT a Statement in accordance with Section 413(2) (c) of the Local Government Act 1993 be completed and signed by the appropriate signatories.

Submitted to Council: 31 August 2016

..... General Manager Mayor



WALCHA COUNCIL

**ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2016**

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

The attached Annual Financial Statements have been drawn up in accordance with

- The Local Government Act 1993 (as amended) and the Regulations made there under
- The Local Government Code of Accounting Practice and Financial Reporting
- The Australian Accounting Standards and professional pronouncements

To the best of our knowledge and belief, these reports

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

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

Signed in accordance with a resolution of Council made on 31 August 2016

.....

.....

DEPUTY MAYOR

COUNCILLOR

.....

.....

Jack O’Hara

Rosemary Strobel

GENERAL MANAGER

RESPONSIBLE ACCOUNTING OFFICER

.....

.....

Submitted to Council: 31 August 2016

..... General Manager Mayor



WALCHA COUNCIL

**SPECIAL PURPOSE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2016**

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

The attached special purpose Financial Statements have been drawn up in accordance with the Local Government Code of Accounting Practice and Financial Reporting and the:

- NSW Government Policy Statement *“Application of National Competition Policy to Local Government”*.
- Department of Local Government guidelines *“Pricing & Costing for Council Businesses: A Guide to Competitive Neutrality”*.
- The NSW Office of Water, Department of Environment, Climate Change and Water *“Best Practice Management of Water Supply and Sewerage”* guidelines.

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

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

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

Signed in accordance with a resolution of Council made on 31 August 2016

.....

.....

DEPUTY MAYOR

COUNCILLOR

.....

.....

Jack O’Hara

Rosemary Strobel

GENERAL MANAGER

RESPONSIBLE ACCOUNTING OFFICER

Submitted to Council: 31 August 2016

..... General Manager Mayor



Item: 6.2 **Ref:** WO/2016/01393
Title: Financial Assistance Grants for 2016/2017
Author: General Manager
Previous Items:
Attachment: No

Introduction

Council has been advised of the Local Government Grants Commission’s recommendation of its 2016/2017 Financial Assistance Grant.

Report

The Local Government Grants Commission has advised that the Minister for Local Government, the Hon Paul Toole MP, and the Commonwealth Minister for Infrastructure and Transport, the Hon Darren Chester MP, have approved the Grants Commission’s recommendations for the 2016/2017 Financial Assistance Grants for Council.

A comparison with the Budget estimate is set out below. Council’s estimated 2016/2017 grant entitlement amounts to:

<i>Component</i>	<i>Budget</i>	<i>Recommendation</i>	<i>Difference</i>
General Purpose	\$1061,800	\$1,149,687	+ 87,887
Local Roads	898,853	898,614	- 239
Total Increase	\$1,960,653	\$2,048,301	\$ 87,648

A formal advice has been received from the Government this month and includes a 2015/16 adjustment, which applies to the General Purpose component and amounts to \$194. The grant payments which total \$2,048,301 will be paid by way of four instalments of \$512,075.25.

RECOMMENDATION: that the report be NOTED by Council.

Submitted to Council: 31 August 2016

..... General Manager Mayor



Item: 6.3 **Ref:** WO/2016/01418
Title: Pecuniary Interest Annual Returns for the period 1 July 2015 to 30 June 2016
Author: General Manager
Previous Items: Not Applicable
Attachment: No – Folder will be tabled at the Meeting.

Summary

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

Report

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

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

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

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

All Returns for the period ended 1 July 2015 to 30 June 2016 have been lodged with the General Manager within the statutory timeframe and are now tabled as required.

RECOMMENDATION

That Council formally records that the Ordinary Returns of Pecuniary Interest required to be submitted by Councillors, the General Manager and Designated Staff, for the period 1 July 2015 to 30 June 2016 have been submitted as required and have been tabled in accordance with the provisions of Section 450A of the Local Government Act, 1993.

Submitted to Council: 31 August 2016

..... General Manager Mayor



Item: 6.4 **Ref:** WO/2016/01273
Title: End of Term Report from Council 2016
Author: General Manager
Previous Items: Not Applicable
Attachment: No

Report:

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

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

RECOMMENDATION:

For Councillors notation.

Submitted to Council: 31 August 2016

..... General Manager Mayor



Item: 6.5 Ref: WO/2016/01422
Title: Concrete Batching Plant – SafeWork Inspection
Author: General Manager / Works Manager
Previous Items: Nil
Attachment: Nil

Introduction:

The purpose of this report is to inform Council that the concrete batching plant was inspected by SafeWork on the 21st of June 2016 and to provide details of the findings.

Report:

On 21 June, a SafeWork NSW representative and Council’s Work Manager inspected the concrete batching plant located within the Council depot. The inspection was arranged as a result of a complaint that was received by SafeWork NSW from a local resident (of Unknown Identity). The entire plant was inspected and as a result one Prohibition Notice and three improvement notices were issued. The Prohibition Notice means that work cannot be conducted using the piece of equipment until the fault has been rectified. The Prohibition Notice was issued due to one of the suspended accesses not having an appropriate handrail to prevent falls.

The improvement notices must be acted upon within a short timeframe, however works can still continue. The improvement notices also resulted from the lack of handrails, a missing cover for the conveyor belt and an obstruction on a suspended access. SafeWork NSW were very cooperative while completing the inspection and were happy to help wherever possible.

The safety issues identified are additional to many other physical problems surrounding the concrete batching plant. In order to resolve these issues, ensure employee safety and reduce lost time due to physical problems with the batching plant, a large amount of investment would be required. The alternative would be to dismantle the batching plant, sell any parts of value and utilise the space for another function.

The batching plant is currently “Locked Out” and hence no employees are authorised to use the plant.

RECOMMENDATION:

That the Engineering Services Department prepare a report for Council that demonstrates the costs required to restore the batching plant FURTHER THAT the report recommends the preferred option to Council.

Submitted to Council: 31 August 2016

..... General Manager Mayor



Ref: WO/2016/01291

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

Item 9:
Management
Review Reports

Submitted to Council: 31 August 2016

..... General Manager Mayor



FINANCE AND ADMINISTRATION

1. Librarian’s Report:

No report has been submitted.

Librarian

2. Listing of Bank Balances for the Month of July 2016

The Cash Book for each Fund has been reconciled with the appropriate Bank Pass sheets for the month of July 2016, and the Reconciliations have been entered in the Cash Book.

<u>June</u>	<u>2016</u>	<u>2015</u>
General	\$1,341,922.03	\$2,380,656.03

The current Interest Rate on the General Fund held with the National Australia Bank is 3.00%.

	<u>2016</u>	<u>2015</u>
Interest Earned (YTD)	\$ 1,698.50	\$ 4,418.89

The current Interest Rate on the General Fund held with the National Australia Bank is 3.00%.

3. Investments (Local Government (Financial Management) Regulation 1993, Clause 19 (3) (A) for July 2016

Please see the following Report for the investments placed in July 2016.

Overdraft Limit

An Overdraft Limit of \$200,000 has been arranged with the National Australia Bank. When utilised an Overdraft Interest Rate of 10.32% applies.

Jack O’Hara
GENERAL MANAGER

Submitted to Council: 31 August 2016

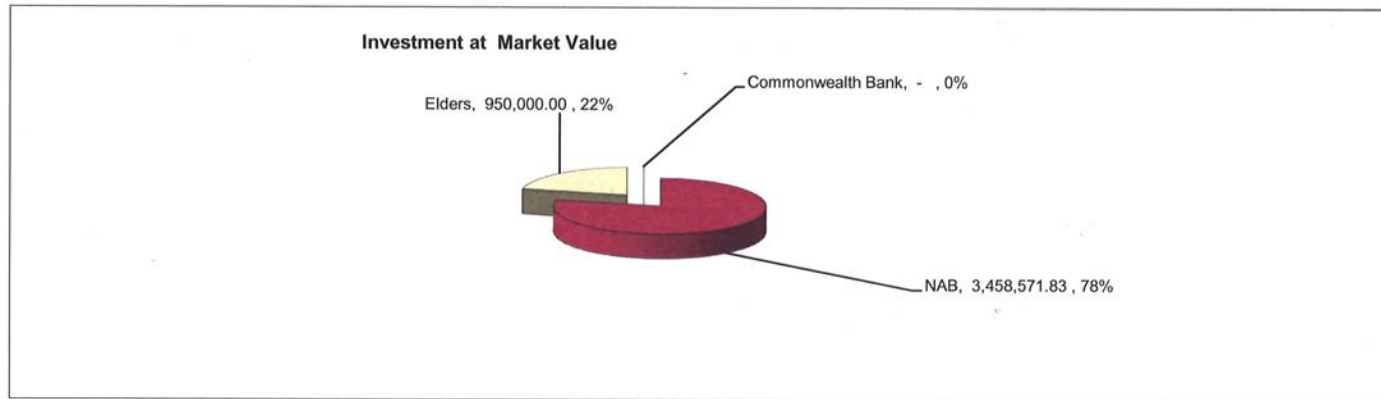
..... General Manager Mayor



REGISTER OF INVESTMENTS TO 31/07/2016

Institution	Type	Placement Date	Term (Days)	Maturity Date	Rate	Est. Interest	YTD Interest	Amount Invested	YTD Redemption	Est. Market Value At 31/07/16	MV % of Portfolio		
National Australia Bank	Term Deposit	20/04/2016	104	02-Aug-16	3.00%	4273.97	0.00	500,000.00	-	500,000.00	8.20%		
Commonwealth Bank	Term Deposit	17/01/2016	240	17-Sep-16	2.80%	6095.59	0.00	331,084.64	-	331,084.64	5.43%		
Elders Rural Bank	Term Deposit	29/02/2016	213	28-Sep-16	2.95%	16354.32	0.00	950,000.00	-	950,000.00	15.59%		
National Australia Bank	Term Deposit	20/05/2016	133	30-Sep-16	2.92%	5320.00	0.00	500,000.00	-	500,000.00	8.20%		
National Australia Bank	Term Deposit	17/03/2016	213	16-Oct-16	3.10%	17517.44	0.00	968,327.64	-	968,327.64	15.89%		
National Australia Bank	Term Deposit	1/06/2016	153	01-Nov-16	2.95%	6228.61	0.00	503,698.64	-	503,698.64	8.26%		
National Australia Bank	Term Deposit	9/03/2016	159	15-Nov-16	2.95%	12677.79	0.00	986,545.55	-	986,545.55	16.19%		
Commonwealth Bank	Term Deposit	30/07/2016	120	27-Nov-16	2.75%	4538.21	988.21	501,953.96	-	501,953.96	8.24%		
Commonwealth Bank	Term Deposit	30/07/2016	120	27-Nov-16	2.75%	7714.96	1679.95	853,321.73	-	853,321.73	14.00%		
								80,721	2668.16	6,094,932.16	-	6,094,932.16	77.76%

Capital Value of Portfolio	6,094,932.16
Redeemed Value of Portfolio	-
Market Value of Portfolio 31/07/16	6,094,932.16
Estimated Profit/(Loss) 31/07/16	6,094,932.16



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

Signed Rosemary Strobel - Responsible Accounting Officer

Submitted to Council: 31 August 2016

..... General Manager Mayor



4. Work, Health & Safety

Workplace Incidents – Council recorded no incidents within the workplace during the month of July.

Public Liability – Nil.

Motor Vehicle – Council has recorded one Motor Vehicle Incident during the month of July. Claim was lodged for the incident in June and the insurance company accepted liability.

5. Tourism Report

July 2016

Number of Visitors to Visitor Information Centre (VIC)

JUNE	2016	2015	2014	2013
Walk in's	410	373	365	411
Phone enquiries	17	82	38	9
Email enquiries	3	0	3	0

2016 NSW AVIC Network Visitor Statistics

AVIC Name	Walcha Visitor Information Centre
Month 2016	July
Walk in visitor number	410
Phone Enquiries	17
Web/Email Enquiries	3
Web Hits/Sessions	16059
AVERAGE number of pages visited	9.02
Time spent on page/Avg session duration	295 seconds
Users/Unique visits to site	1366
Comment : re Impact on increase or decrease etc – ie festival, flood,	Launch of new Walcha tourism website

New Website Success

Submitted to Council: 31 August 2016

..... General Manager Mayor



We have had a lot of really positive feedback on the new Walcha website, people going to the effort of crossing the street and pulling me aside at sporting events to make sure they tell me how fantastic it is. Along with direct compliments from locals, we have had feedback from people showing friends and family who have also commented on it being a truly fabulous site.

We have shared our new website on Facebook and the local newspapers, again with positive comments being received from those channels. Listed above are statistics for the month of July; (that we submit to the Accredited Visitor Information Centre (AVIC) Network. Of interest are the 16,059 hits to the site but more particularly how many pages they visited (on average) whilst visiting the site – 9, and the average time they are spending per visit – 295 seconds (4 minutes, 55 seconds). This would indicate they are enticed to stay there for longer, have a really good look around while they are there, it is engaging the visitor and not boring them. I have also had the news of the new website launch published in Insights, a DNSW weekly newsletter, on 9 August 2016.

New England High Country

New England High Country is launching a new campaign, which Walcha is participating, called Choose your Own Adventure. This is aimed at the Recreational Vehicle (RV) market and is the last campaign approved by DNSW through Inland NSW which DNSW agreed to honour. This is about to be launched.

Susie Crawford
Walcha Tourism Manager



ENGINEERING SERVICES

6. Wages & Overtime Summary

Pay Period	Week Ending	Overtime Hours	Amount (\$)
3	17/07/2016	37.25	1,761.52
4	24/07/2016	89.25	4,791.10
5	31/07/2016	58.00	2,732.31
6	07/08/2016	83.00	3,930.38
7	14/08/2016	67.75	3,340.64
TOTAL		335.25	\$16,555.95

7. Shire Roads Maintenance

Local Roads & Bridges - Projects:

Flags Niangala and Moona Plains Bridge (4985 & 5355 Respectively).

There has been a delay on installing these two bridges due to contractor availability and supply of required products for installation. Installation is scheduled for Thursday, 25 August for Flags Niangala, with Moona Plains to be installed during the week of 29 August.



Design and Construct – Five Bridges Tender.

Councils design and construct tender released on Tenderlink has now closed, as of 12 August. The initial panel assessment was completed on 15 August, with submissions that were as anticipated by the engineering department. The following organisations completed a compliant tender:

1. Australian Construction Group
2. Bridgebuild and Civil Pty Ltd
3. Civilbuild Pty Limited
4. Shumack Engineering NSW Pty Limited

Submitted to Council: 31 August 2016

..... General Manager Mayor



5. Waeger Constructions Pty Ltd

The Tender will be finalised shortly and a detailed summary report will be provided to Council.

Gravel Re-Sheeting:



The local roads construction crew has recently completed a large amount of gravel re-sheeting on Scrubby Gully, Ruby Hills, Tallara & Niangala Roads. The project utilised gravel from both the Ashburton and Marinka quarries. A very high quality result was achieved.



State Roads – Projects:



In an attempt to improve safety on the Oxley Highway, the RMS engaged Council to construct a second roadside banner (with the other located on the Thunderbolts Way) within the shire. This banner is located at the intersection of Oaklands Road and the Oxley Highway.



Submitted to Council: 31 August 2016

..... General Manager Mayor



Regional Roads – Projects:

Black Spot Program – Safety Upgrades:



The Federally funded Black Spot Program projects have commenced on the Thunderbolts Way. The first stage of the project includes a large amount of vegetation maintenance, starting at “Hellhole” and finishing at the Mukki Creek.

Following the vegetation works; guard rail, wire rope and advanced signage will be used to further improve the safety of this notoriously bad section of road.

At the completion of this project, it is considered that a vast improvement in safety will be achieved and the incidence of crashes along this section of road will be reduced significantly. These statistics will be monitored and further improvements will be made if required.



Thunderbolts Way – Irish Town Upgrade:



Works on the “Irish Town” upgrade on the Thunderbolts Way are not due to commence until late September / October. However, the engineering department have completed an internally ran pavement investigation, design and survey for the project. Completing the design and investigation stage internally reduces project overheads and allows for a taylormade design that suits our area. The engineering department aims to complete internal designs wherever time permits.

Submitted to Council: 31 August 2016

..... General Manager Mayor



Completed Maintenance Snapshot:

Local Roads	
Maintenance Grading:	Roads:
	Hazeldene
	Lakes
	Scrubby Gully
	Willow Tree
	Tallara
	Ruby Hills
	Blue Mountain
	Gills
	Abottsley
	Kilburnie
	Brackendale
	Campfire
	Oaklahoma
	Hurricane Gully
Gravel Re-sheeting	Roads:
	Scrubby Gully
	Ruby Hills
	Tallara
	Niangala
Fallen Tree Response	Roads:
	Various throughout shire
Rural Addressing	Roads:
	Oxley Drive
	Oxley Highway
	Flags Niangala
State & Regional Roads	
Oxley Highway Maintenance:	Tasks:
	Repair Potholes
	Drainage Works
	Servicing Rest Areas
Regional Roads:	Tasks:
	Repair Potholes
	Vegetation Maintenance
Urban Roads	
Urban Maintenance:	Tasks:
	Tree, Garden & Park Maintenance
	Sporting Ground Maintenance

Proposed Works for the Coming Period:

Shire Roads:

- ◆ Grading will take place on Geraldine, Belhaven, Reedy Creek, Niangala Stock Route, Flags Niangala, Finalise Brackendale, Eulo and Eulobah Roads.

Submitted to Council: 31 August 2016

..... General Manager Mayor



- ◆ Pre-cast bridge decks are nearing completion at the pre-cast yard.
 - The bridge sites are currently going through final preparations for installation. The bridge decks will be installed on #5355 Moona Plains Road and #4985 Flags Niangala Road Bridges as shown above.
- ◆ Finalise and gain Council approval for the Bridge Tender

State & Regional Roads:

- ◆ Continue the “Blackspot Program” on the Thunderbolts Way, between the Mukki Creek and “Hellhole”. This work will include vegetation control, installation of guardrail & wire rope and upgraded signage throughout the area.
- ◆ The “Pandora” Rehabilitation, which is an extension of the “Yerrawun” Rehabilitation on the Thunderbolts Way has been postponed due to large poplars having a great influence on the pavement. The trees will require removal (if approved) to allow for a successful rehabilitation.
- ◆ The Scrubby Gully Rehabilitation will commence on the Oxley Highway as requested by RMS. This work will be adjacent to the Scrubby Gully Road entrance.
- ◆ Maintenance:
 - Pothole Patching.
 - Vegetation Maintenance.
 - Drainage Works

Works In Town:

- ◆ Sporting grounds maintenance.
- ◆ Commence the Footpath upgrades along Middle Street, between Fitzroy and Apsley Streets.

Dylan Reeves
Works Manager

8. Water Matters

Level 1 – introduced 29 June 2016 – Targe Usage 190 – 230 Litres / Person / Day
Water usage for the month of July 2016 was as follows:

- ❖ Monthly Usage – 10.86 Megalitres (4 week month)
- ❖ Daily Usage – 350 Kilolitres
- ❖ Usage per person per day – 262 Litres

WTP Augmentation

The WTP Augmentation project is on target to commence implementation mid October with completion planned for mid December 2016.

Fluoridation upgrade work requires formal approval from DPI Water and NSW Health. A draft application has been completed in conjunction with the chemical dosing system supplier (Prominent Fluids) and verbal approval has been received from DPI Water.

Submitted to Council: 31 August 2016

..... General Manager Mayor



Off Creek Storage No2

Announcements for the National Stronger Regions Funding application were expected to be announced this month. No announcements to date. No further work carried out on this project.

9. Sewer

Sewer Treatment Plant (STP) Upgrade

The detailed design and costing to be undertaken by NSW Public Works has missed the original target due date for July end due to staff illness. The revised date for delivery of the final costings and design drawings is 1 September. This project is on a tight timeline and this delay may impact on the timing for the calling of Tenders.

The Review of Environmental Factors report has been completed and is set for final review.

STP Crown Land Acquisition

Council received formal approval from the Office of Local Government to proceed with the land purchase. Acquisition notices can now be issued to DPI Lands and for possible Native Title interests (non expected as preliminary Native Title searches have previously been conducted). Council must wait 90 days after the notifications before publishing the approved acquisition notice in the NSW Government Gazette.

10. Waste

Community Recycling Centre (CRC)

Construction on the new hazardous waste drop off shed (CRC) is nearly complete, with additional safety railing and power being added to the project. Materials handling training by the chemical collection agency 'ToxFree' has been completed by the operational staff. Road/earth works have been further delayed until there is dryer/warmer weather.

Container Deposit Scheme (CDS)

The announcement by the NSW Government of a NSW CDS co-ordinator has been delayed until early 2017. It is expected the schemes starting date will also be pushed out from the original July 2017 scheme commencement date.

Proposed upgrades of Woolbrook & Nowendoc landfills:

Woolbrook Landfill – Summary - The 'Woolbrook Landfill Closure and Conversion to Waste Transfer Station Project'.

A public meeting was held Wednesday 3 August at the Woolbrook Community Hall to consult with the community and to advise them of the steps involved in closing the landfill and converting the facility into a Waste Transfer Station. Approximately 25 community members plus Council and EPA Staff attended.

Submitted to Council: 31 August 2016

..... General Manager Mayor



Ingrid Morrison from the Armidale EPA office commenced the meeting with a presentation covering issues the EPA have identified in the region and at the Woolbrook waste. Tess Dawson followed with a presentation discussing the differences between the two types of facilities plus the benefits of a Waste Transfer Station to the community.

General discussion topics raised by the community included:-

- ◆ Existing weekly waste collection services – no proposed changes
- ◆ Problems wastes for the community – tyres, bulka-bags, silage wrap, drumMuster collections, asbestos
- ◆ Wind blown litter onto neighbouring properties and the need for improved fencing
- ◆ Manned v unmanned facility – intention is for facility to remain open 24/7 therefore unmanned but Council expressed to do so will need cooperation of the community
- ◆ Request to include an offal pit in the transfer station design

Nowendoc Landfill – Summary - The Nowendoc Landfill Environmental Improvement Project will implement environmental improvements such as security fencing; improved drainage; provision of onsite collection receptacles for the separation of recyclables.

A fire incident was reported on Monday 1 August and the fire declared out on the morning of Wednesday 3 August. The cause of the fire was not determined but originated from the Nowendoc Landfill.

NSW RFS crews extinguished the resulting bush fire with volunteers from Bergen, Kentucky and Diggings Brigades assisting the Nowendoc Brigade. The crews were assisted by a bulldozer used to establish a containment line in the south east. The fire in the landfill self extinguished.

As a result of this incident the environmental improvement project will be fast tracked to reduce the chance of a similar incident occurring. The project includes fencing to be installed to improve site security, reduce illegal access, vandalism and ignition of fires.

Council has also called a Post-Mortem meeting (Attendees: Walcha Council, RFS Armidale, RFS Nowendoc Brigade, Nowendoc Police) scheduled for Wednesday 21 September - agenda includes incident post mortem and planning future annual hazard reduction programs for the village (including the landfill).



Looking east from the landfill site



Looking west from the landfill site

Tess Dawson
Manager Water, Sewer & Waste

Submitted to Council: 31 August 2016

..... General Manager Mayor



ENVIRONMENTAL SERVICES

11. Development

Development Approvals and Refusals for July 2016

Information is being provided on development approvals and refusals for the month of July 2016. The following data details the development and construction approvals issued by Council and private certifiers for the entire Local Government Area. A listing of development and complying development applications outstanding with a status has also been provided.

Development Applications					
Approvals:					
DA No.	Description	Location	Applicant	Determined	Determination
10.2016.7	Demolish existing dwelling & construct new single storey dwelling	733 Geraldine Rd, Walcha	Mr IM Notley	18/07/2016	Granted (under delegation)
10.2016.8	Shed	61N Lagoon St, Walcha	Mr ABR Haslem	25/07/2016	Granted (under delegation)
Monthly Estimated Value of Approvals: \$217,300.00					
Refusals:					
DA No.	Description	Location	Applicant	Determined	Determination
Nil					

Development Applications Outstanding				
DA No.	Description	Location	Applicant	Status
10.2016.9	Construct new single storey dwelling	Smiths Creek, 10686 Thunderbolts Wy, Walcha	Mrs Y Mooney	Under Assessment
10.2016.10	Construct new single storey dwelling & 2 lot residential subdivision of land	190W Apsley St, Walcha	Mrs KM Lee	On Notification
10.2016.11	Construct new dwelling	23 Berman St, Woolbrook	Mrs J Towney	Lodged
				Total: 3

Complying Development Applications					
Approvals:					
CDC No.	Description	Location	Applicant	Determined	Determination
Nil					
Issued by Private Certifier					
Nil					
Monthly Estimated Value of Approvals: \$0.00					

Submitted to Council: 31 August 2016

..... General Manager Mayor



Complying Development Applications Outstanding				
CDC No.	Description	Location	Applicant	Status
Nil				
				Total: 0

s149 Planning Certificates

Section 149 Certificates are issued under the provisions of the *Environmental Planning and Assessment Act 1979*, it provides information on the relevant planning regulations which apply to any particular piece of land. It is compulsory for every property sold to be accompanied by a s149 Planning Certificate.

Section 149 Planning Certificates Completed 2016/2017	
	Number
July	5

S149 Planning Certificates Completed – Comparative Data	
	Number
2013/2014	91
2014/2015	126
2015/2016	125

12. Environment

Environmental & Public Health Complaints

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

- *Companion Animals Act 1998* e.g. dogs not under effective control & nuisance dogs (barking),
- *Local Government Act 1993* e.g. overgrown land, and
- *Protection of the Environment Operations Act 1997* e.g. dumping of rubbish.
- *Food Act 2003* e.g. hygiene and handling

For information purposes a summary of the number of complaints received is provided.

Environmental Services Complaints July 2016		
Roaming dogs	1	

Tree Management Applications

A Tree Preservation Order exists over the town of Walcha to promote the retention of trees and tree cover and to conserve as far as is practical the existing pattern of vegetation, for information purposes a summary of the tree management applications lodged with Council is provided.

Submitted to Council: 31 August 2016

..... General Manager Mayor



Tree Management Applications 2016/2017				
	Approved – Delegation	Approved – Council	Refused	Undetermined
July	0	0	0	3

13. Public Health

Immunisation Clinic

Free Immunisation Clinics are held weekly at the Walcha MPS; for information purposes a summary of the number of attendances at the clinic is provided.

Immunisation Records 2016/2017	
July	Not provided at time of report

Food Premises Surveillance

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

For information purposes a summary of the food surveillance activities undertaken for the 2016/2017 year as at 31 July 2016 is provided.

Food Premises Surveillance 2016/2017				
Category	Number of Premises	Inspections Conducted	Re-inspections Required	Re-inspections Conducted
High Risk	26	0	0	0
Medium Risk	6	0	0	0
Low Risk	7	0	0	0
Mobile	2	0	0	0
Temporary	2	0	0	0

Submitted to Council: 31 August 2016

..... General Manager Mayor



14. Animal Control

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

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

Companion Animals Registrations 2016/2017							
	Desexed	Non desexed	Pensioner (desexed)	Pound Purchase (desexed)	Recognised breeder	Working	Value \$
Jul	5	0	2	0	0	0	\$304.00

Companion Animals Seizures 2016/2017						
	Seized	Surrendered	Released	Rehomed	Euthanased	Stolen
Jul	1	0	0	0	1	0

Submitted to Council: 31 August 2016

..... General Manager Mayor



15. Walcha Council Community Care

July 2016

Groups

Women’s Group and Wanderer’s Group

6 July 2016 – 22 clients from the Women’s Group and the Wanderer’s Group attended morning tea at the Community Day Centre Rooms.

13 July 2016 – the Wanderers Group trip included a visit to the UNE in Armidale where follow up research was made into the history of Inglebah and the family connections with the area. An enjoyable lunch was at the Armidale Bowling Club.

20 July 2016 – 19 clients attended the themed day in the Community Day Centre Rooms. The day was planned around the theme of Winter Wonderland and all who attended thoroughly enjoyed the day with lots of laughs and fun activities.



Submitted to Council: 31 August 2016

..... General Manager Mayor



27 July 2016 – The Wanderers Group enjoyed the day combining with the Armidale/Uralla Elders Groups. It was a day of looking at local family history with Valerie Williams and Lesley Townsend from Health Wise in Armidale accompanying the Armidale/Uralla Elders Group.

During the morning the Group sat around talking about stories and myths that were passed on to them by the parents and grandparents. It was very interesting to listen about their stories and yarns from their childhood. After morning tea finished the Group travelled to Inglebah to do interviews with Tim Laha from ABC Open Online about the history of Inglebah and the family's that lived there. Patsy Cohen, an elder from Armidale gave welcome to Country to start off proceedings for the day. The Welcome to County

Submitted to Council: 31 August 2016

..... General Manager Mayor



was done with Women’s Version which was nice and spoken in the local dialect Aniwan language. It was a fitting way to celebrate NAIDOC week having the three Elders Groups together sharing stories and memories of their youth. Some of the stories shared were around how they attended school by walking to school which was about 3 kms away from where they lived. Houses had dirt floors which were swept with brooms made out of tea tree bushes and white was used to clean fire places inside the houses.

Amaroo Local Aboriginal Land Council are building a Culture Centre at Inglebah which will benefit the whole Walcha community with the plant to boost tourism to our town and the schools within our area for educational and cultural purposes. The Wanderers Group have been researching the history of Inglebah and the families who lived there and their own connection to Inglebah with collaboration with Amaroo LALC and the purpose of having the cultural centres history housed at Inglebah.



Lesley Townsend, Les Townsend , Hope Strudwick, Syreene Kitchener, Patsy Cohen and Elaine Bartholomew looking at family history collections and photos



Submitted to Council: 31 August 2016

..... General Manager Mayor



Men's Group

12 July 2016 – Morning tea was held in the Community Day Centre Rooms where 14 gentlemen attended the day.

26 July 2016 – 20 clients attended the trip to Tamworth for the day. The Group were made very welcome at the home and shed owned by a friend of one of the Group. Ray Hooper displayed his wonderful assortment of handmade wood turned products and gave a demonstration to the group using his wood turning tools. After spending the morning at Rays the Group then proceeded to the Wing Wah Chinese Restaurant for lunch.



The Men's Group while at Ray Hooper's for morning tea and also looking at his wood turning display



UFO (Un-Finished Objects) Group (Craft and Hobby Group)

12 July 2016 – Due to Denise being on annual leave the UFO Group was in recess.

26 July 2016 – 6 clients enjoyed the morning in the Community Day Centre Rooms. The clients continued to work on their individual projects. Each client brought along their own lunch and all had a very enjoyable and productive day.

Transport - July

Medical drives – 8 clients utilized the service with 13 trips.

Access bus – 8 clients used the service making 36 trips.

Bus to Tamworth – 7 clients used the service on 29 July 2016.

Bus to Armidale numbers were as follows:

- ◆ 5 July 2016 – 6 clients – Walcha Service
- ◆ 12 July 2016 – 3 clients – Uralla Service using TCT Bus and Driver
- ◆ 19 July 2016 – 7 clients – Walcha service
- ◆ 26 July 2016 – 2 clients – Uralla Service using TCT Bus and Driver

Meals on Wheels

8 clients received 160 meals in July 2016.

Rural and Remote Exercise Groups

6 clients attended at Niangala during July 2016.

11 clients attended at Nowendoc during July 2016.

Feedback and Complaints

See attached survey report for a Group Social Support survey from April 2016.

Meetings and Training

14 July 2016 – Dementia Support Group Meeting held at the Community Day Care Rooms.

21 July 2016 – National Disability Insurance Scheme (NDIS) Information Session and Disability Inclusion Action Plan Consultation held at the Walcha Ex-Services Club. The information session included:

- ◆ Robyn Condon talking about how the NDIS and the DIAP will compliment one another.
- ◆ Family and Community Services representative, Anne Rix, with an NDIS presentation on the rollout of the NDIS and how it will affect people with a disability and their families.
- ◆ Rhonda Barnet providing information about Walcha Early Intervention and how the NDIS fits with the program.
- ◆ Disability Advocacy representative, Chris Foord, why advocacy is important in the context of the NDIS and inclusion.

Submitted to Council: 31 August 2016

..... General Manager Mayor



- ◆ Ability Links, Sue Bannon, how they fit into the NDIS and inclusion and promotion of independence.

The information session was well attended and valuable feedback was gained for the Walcha Council DIAP as well as individual NDIS planning and support.

Cathy Noon
Community Care Coordinator

RECOMMENDATION: that items included in the Management Review Report, numbered 1 to 15 inclusive, be NOTED by Council.

Submitted to Council: 31 August 2016

..... General Manager Mayor



Item 10:

Committee
Reports

Submitted to Council: 31 August 2016

..... General Manager Mayor



Walcha Council Mountain Festival Committee



Held on

Wednesday, 3 August 2016

9:00am

at

Walcha Council Chambers
2W Hamilton Street, Walcha

Members:

Clr Kevin Ferrier – Chairperson
Tourism Manager – Susie Crawford, Tourism Officer – Lisa Kirton
Community Representatives – Cameron Greig, Vicki McIvor,
Ron Denham, Chris Feltham, Leanne Natty, Barry Marshall, Adam Iuston,
Mick Wilson (Westpac Rescue Helicopter), Ian Mackey & Michael Luchich

Quorum – 7 Members to be Present

MINUTES

PRESENT:

Clr Kevin Ferrier, Chris Feltham, Adam Iuston, Cameron Greig, Ron Denham, Vicki McIvor, Lisa Kirton and Susie Crawford

1. Apologies

Mick Wilson, Kim Blanch (WRHS), Leanne Natty, Michael Luchich, Ian Mackay

2. Minutes of previous meeting – 20 July (Appendix A)

It was Moved on the Motion of Crawford and Kirton that the Minutes of the Walcha Mountain Festival 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 Road Ride

- 3.1.1 Kirton to put flyer and Register Now link on website.
- 3.1.2 PKF Lawler want to continue their involvement with the Road Ride Challenge. Greig to meet with PKF today to discuss sponsor benefits.
- 3.1.3 Kirton to print copies of flyer for Greig to distribute to bike shops etc.

3.2 Billy Carts

- 3.2.1 Greig to check whereabouts of hay barriers.
- 3.2.2 Brad Keable will need an extra helper at the top of the hill.
- 3.2.3 Indemnity forms need to include “Rider must be over 6 years of age”.
- 3.2.4 It was decided not to continue with the Walcha v Uralla Race
- 3.2.5 It was agreed to charge a \$2 entry fee for riders. Kev to approach Foodworks about donating lollie bags again.
- 3.2.6 A briefing will take place before derby to remind riders of safety and rules and to advise that if rules are broken they will be disqualified.
- 3.2.7 FERRIER to get a billy cart to go in the window of Regional Aust Bank.
- 3.2.8 George Woodward will sponsor the race again.

3.3 Saturday BBQ

- 3.3.1 All committee members to think about who we could ask to help with BBQ and raffle ticket selling on Saturday.

3.4 Sunday Festival

- 3.4.1 Stallholders – steadily coming in. KIRTON/CRAWFORD have invited new stallholders. A notice went in Advocate inviting stallholders also.
- 3.4.2 Entertainment – look at booking BopCatz. DENHAM has ordered lollies for scatter and will get bacon and onions. CRAWFORD to order eggs, sausages and rolls. CRAWFORD has written to Rotary asking if we can use their jumping castle. KIRTON/CRAWFORD have booked a magician
- 3.4.3 Sponsors/Raffle prizes – KIRTON to contact Walcha Handmade & Observatory Hotel. Caravan Park happy to donate \$200 again to buy prizes from local shops. Walcha Quilters Group will again donate a quilt.

- 3.4.4 Food Options – CRAWFORD to confirm P&C are right to do BBQ and to check if St Pats are interested in doing healthy food option.
- 3.4.5 Vintage cars & Motorbikes – Toni Heaghney approached to get motorbikes in.

3.5 Mountain Bike Challenge

- 3.5.1 Community Club Challenge – CRAWFORD/KIRTON to send letter out inviting all community clubs and also place editorial in Advocate. FELTHAM to get a website link for registering which can go on Festival website. Mountain Motors will generously put up prize money for this. Riders have to be members of Mountain Bike Australia to ride for insurance reasons. Riders are able to get a 3 month free trial membership. Winner will be awarded on enthusiasm, team spirit, entertainment, crowd favourite not on the fastest team to finish so it is open to anyone and any club. Teams of 4, one lap each, finished by lunch time to enjoy festival.
- 3.5.2 Promotion – WRHS will do shirts. Numbers for them to keep with sponsors listed on them.
- 3.5.3 Registration Sat night - Bowling Club may be able to have entertainment on registration night. FELTHAM to follow up.

3.6 Langford

- 3.6.1 Tours – IUSTON confirmed max per tour was 25 but if more then 2 groups can be taken at once – up to 50 people.
- 3.6.2 Food in Conservatory – IUSTON has found a catering start up business who would like to do sliders (mini burgers). It was agreed that this was too similar to the P&C BBQ. IUSTON to ask them about other food options they could do, possibly Mexican or Spanish.

3.7 Quilt Exhibition

- 3.7.1 MCIVOR confirmed a Wine and Cheese night will be planned for Friday night to open the Quilt Exhibition. Licensing was discussed, the thought was that if people don't pay for drinks then no issue as it is a private function. Best person to speak with to get better idea is Carley McLaren.

3.8 Trail Ride

Ian Mackay not in attendance. Deferred until next meeting.

3.9 Marketing/Promotion

Facebook page to be set up for Festival. Poster and flyer to be organised with Kate Durack. Quilt exhibition and MTB Challenge to have their own posters.

4. General Business

4.1.1 Power

IUSTON reported that the power bill at Langford from last year was large and that a donation or payment for power was necessary. Committee confirmed

donations for power were made last year and will again be made this year to help cover cost.

4.1.2 Mini Cinema at Langford

IUSTON reported that there is a mini cinema room at Langford that could be used for child minding or the like. It was decided that it would be better used to screen old photos or footage of Langford and Walcha.

5. Next Meeting

Wednesday 24 August 2016

9.00am

Council Chambers

MEETING CLOSE: . 10.45am



Item: 11

Delegate Reports

Submitted to Council: 31 August 2016

..... General Manager Mayor



MEETING

Held at

Uralla Shire Council

Thursday 4 August 2016 commencing at 9.30am

MINUTES

PRESENT:

Tamworth Regional Council

Cr Col Murray, JO Chairperson/Mayor and Paul Bennett, General Manager

Narrabri Shire Council

Cr Conrad Bolton, JO Deputy Chairperson/Mayor and Stewart Todd, General Manager via Video Link

Gunnedah Shire Council

Cr Gae Swain, Deputy Mayor and Eric Groth, General Manager via Video Link

Gwydir Shire Council

Cr John Coulton, Mayor and Max Eastcott, General Manager

Liverpool Plains Shire Council

Cr Andrew Hope, Mayor and Ron Van Katwyk, General Manager via Video Link

Moree Plains Shire Council

Cr Mick Cikota and Lester Rodgers, General Manager via Video Link

Uralla Shire Council

Cr Michael Pearce, Mayor

Walcha Council

Cr Janelle Archdale, Mayor and Jack O'Hara, General Manager

NSW Department of Premier & Cabinet

Lisa Roberts

Regional Development Australian Northern Inland

Russell Stewart, Chairperson and Nathan Axellson, Executive Officer

1 REGIONAL GOVERNANCE

1.1 WELCOME

Cr Michael Pearce, Mayor, Uralla Shire Council welcomed Namoi Councils Joint Organisation Board members to Uralla.

1.2 APOLOGIES

Apologies were announced as having been received from Adam Marshall MP, Member for Northern Tablelands, Cr Owen Hasler, Mayor, Gunnedah Shire Council, Cr Katrina Humphries, Mayor, Moree Plains Shire Council, George Cowan, Acting General Manager, Uralla Shire Council and Alison McGaffin, Regional Coordinator, Department of Premier & Cabinet.

1.3 DECLARATION OF INTEREST

Nil

1.3 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

65/16 RESOLVED

MOTION

Moved Cr Coulton, Gwydir and seconded Cr Archdale, Walcha

That the Minutes of the Meeting of Namoi Councils held on 7 July 2016, copies of which were circulated to all members, be taken as read and confirmed as a correct record of the proceedings of the Meeting.

1.4 OUTSTANDING ACTION LIST 37

66/16 RESOLVED

MOTION

Moved Cr Hope, Liverpool Plains and seconded Cr Pearce, Uralla

That Outstanding Action List 37 be received and noted.

1.5 FINANCE REPORT

67/16 RESOLVED

MOTION

Moved Cr Archdale, Walcha and seconded Cr Pearce, Uralla

That the Namoi Councils Financial Report as at 30 June 2016 be received and noted.

2 REGIONAL ADVOCACY

2.1 REGIONAL MEDIA ISSUES

68/16 RESOLVED

MOTION

Moved Cr Hope, Liverpool Plains and seconded Cr Coulton, Gwydir

That Media Releases be issued in respect of Crs Archdale and Bolton not seeking re-election to their respective Councils and that the September 2016 Board Meeting will be their final meeting as Joint Organisation Board Members.

2.2 MEDIA RELEASES ISSUED

Nil issued since last Board

2.3 OUTWARD CORRESPONDENCE

69/16 RESOLVED

MOTION

Moved Cr Bolton, Narrabri and seconded Cr Swain, Gunnedah

That the Outward Correspondence Items 2.3.1 to 2.3.6 be noted.

CHAIRPERSON'S MINUTE – ITEM 2.4.1 - JO MEMBERSHIP APPLICATION

Joint Organisation Chairperson, Cr Col Murray, tabled a Chairperson's Minute in relation to Inward Correspondence Item 2.4.1 of the Business Paper referencing a letter from Armidale Regional Council seeking membership of the Namoi Councils Joint Organisation.

Cr Murray advised that he was aware that the NSW Office of Local Government (OLG) in the near future proposes to issue a Directions Paper confirming the final boundaries of proposed regional joint organisations, in conjunction with the introduction of a *Joint Organisation Bill* to the Spring Session of the NSW Parliament.

In addition, Cr Murray referred to invitation from the OLG to all Councils (Mayors and General Managers) within the New England and North West Regions to attend a *Regional Roundtable* at Bingara on Monday 8 August 2016 commencing at 11.00am.

Cr Murray advised that OLG is aware of the application by Armidale Regional Council for membership of the Namoi JO and while no Agenda had yet been circulated for the *Regional Roundtable*, he was confident that the membership application by Armidale Regional Council will be discussed at some time.

All things being considered, Cr Murray advised the Board to await the release of the Directions Paper confirming JO boundaries and the outcome of the OLG *Regional Roundtable* before making any decision on the Armidale membership application.

Cr Murray moved the following Motion as Chairperson.

70/16 RESOLVED

MOTION

That the application by Armidale Regional Council for membership of the Namoi Councils Joint Organisation *lay on the table* pending finalisation of the boundaries of Regional Joint Organisations by the Minister for Local Government and the outcome of the NSW Office of Local Government *Regional Roundtable* to be held at Bingara on 8 August 2016. Further, that the application for membership be further considered at September 2016 JO Board Meeting.

2.4 INWARD CORRESPONDENCE

ITEM 2.4.2 GRIFFITH CITY COUNCIL

71/16 RESOLVED

MOTION

Moved Cr Swain, Gunnedah and seconded Cr Hope, Liverpool Plains

That the request for support from Griffith City Council in attempts to commission a feasibility study into diverting tributaries of the Clarence River into the Murray Darling River System be received and noted.

2.5 PRESENTATIONS

2.5.1 NBN ROLL-OUT

Mariam Chizari, National Broadband Network (NBN) Community Affairs Manager will give an update on NBN current activities, plans and timeframes and will be the primary contact for Gwydir Shire, Gunnedah Shire, Liverpool Plains Shire, Moree Plains Shire, Narrabri Shire and Tamworth Regional Council

2.5.2 URALLA SHIRE COUNCIL ZNET

Stephanie McCaffrey, Uralla Shire Council delivered a presentation in respect of the Uralla Shire Council Zero Net Energy Town (Z-NET) initiative involving a case study of how Uralla could be Australia's first 100% renewable community to serve a blue print for other communities.

The Board was advised that there are significant drivers for a transformation in the way we source and use energy: rising costs, new and improved technologies and, of course, impacts on the environment. Communities across the world are becoming increasingly aware of the risks of inaction, and are coming together with industry and government to reshape the energy sector.

The New South Wales (NSW) Government, through the Office of Environment and Heritage, has supported the Zero Net Energy Town (Z-NET) initiative to develop a Uralla Z-Net Community Case Study. The Z-NET initiative initially encompasses stationary energy and excludes transport fuels such as petrol and diesel. Uralla's current stationary energy needs comprise electricity (49%) and firewood (45%) with a modest use of LPG gas (6%). Uralla energy consumers

currently spend a total of approximately \$12M per year to meet their energy needs. Joint Organisation member Councils were offered assistance to develop similar initiatives within their community.

2.6 ISSUES SUBMITTED BY MEMBER COUNCILS NIL

3 INTERGOVERNMENTAL COLLABORATION

3.1 NSW DEPARTMENT OF PREMIER & CABINET REGIONAL COORDINATOR

The NSW Department of Premier & Cabinet Regional representative, Lisa Roberts, addressed the Board in relation to the following matters and issues:

- The “*Making It Happen in NSW*” Plan is currently before NSW Cabinet for approval.
- Mayors and General Managers were reminded of the Workshop to be held on 11 August 2016 sponsored by the NSW Department of Industry, Skills and Regional Development (DISRD) to identify regional economic opportunities and associated infrastructure priorities. The purpose of this project is to provide an evidence base for future opportunities to activate the regional economy using enabling infrastructure.

3.3 REGIONAL DEVELOPMENT AUSTRALIA NORTHERN INLAND

The Chairperson of Regional Development Australia Northern Inland (RDANI), Russell Stewart, addressed the Board in relation to the following matters and issues:

- The Namoi Investment Prospectus Workshop held on 15 July to review progress for development of the Prospectus due for completion in mid August was most productive.
- NSW Regional Development Australia bodies are currently under review by the State Government through an external consultant and funding of NSW RDAs does not extend beyond 31 December 2016. RDANI has sent a letter expressing disappointment in respect of the uncertain future of RDA organisations to NSW Minister for Regional Development.
- Requested the support of Namoi Councils Joint Organisation for the continuation of NSW RDA organisations by way of representations to Minister John Barilaro.

MOTION

Moved Cr Archdale, Walcha and seconded Cr Pearce, Uralla

72/16 RESOLVED

That Namoi Councils Joint Organisation make enquiries of the Minister for Regional Development, the Hon John Barilaro MP, in relation to future and continued funding of NSW Regional Development Australia organisations and whether the consultant appointed to review NSW RDAs will consult with NSW Councils as part of the review process.

4 REGIONAL STRATEGIC PLANNING AND PRIORITISATION

4.1 INLAND RAIL PROJECT – STANDING AGENDA ITEM

The Board discussed general aspects of the Inland Rail Project in relation to the economic benefit to member Councils, particularly Moree Plains and Narrabri Shire Councils.

MOTION

Moved Cr Coulton, Gwydir and seconded Cr Swain, Gunnedah

73/16

RESOLVED

- (i) That Namoi Councils Joint Organisation congratulate Darren Chester MP on his appointment as the Federal Minister for Transport and Infrastructure and advise the Minister of the strong support of the Namoi JO for the Inland Rail Project; and
- (ii) That JOLT be requested to consider the logistics of issuing a brief to the Roads & Transport Working Group for a “Hub and Spoke” Transport Route Strategic Plan for Rail, Freight and Road to capture the economic benefits and opportunities for the North West Region from construction of rail infrastructure and the future benefits to towns from being located directly on the Inland Rail corridor.

4.2 JOINT ORGANISATION LEADERSHIP TEAM (JOLT) MEETING REPORT AND RECOMMENDATIONS – 21 JULY 2016

MOTION

Moved Cr Pearce, Uralla and seconded Cr Coulton, Gwydir

74/16

RESOLVED

That the Report and Actions of the Joint Organisation Leadership Team Meeting held on 21 July 2016 be received and adopted, save and except Item 6 – Executive Officer Position Description and Item 7 – Joint Organisation Membership Fees 2016/2017.

JOLT ITEM 6 – EXECUTIVE OFFICER POSITION DESCRIPTION

MOTION

Moved Cr Bolton, Narrabri and seconded Cr Swain, Gunnedah

That the recruitment of an Executive Officer and determination of a Remuneration Package for the Executive Officer *lay on the table* until after the September 2016 Local Government Elections and in the intervening period, the matter be referred to the next meeting of JOLT for further review.

AMENDMENT

Moved Cr Archdale, Walcha and seconded Cr Coulton, Gwydir

- (i) That the Joint Organisation Executive Officer Position Description and Total Remuneration Package for the position be referred for further consideration at the next Board Meeting scheduled to be held on 1 September 2016 at Liverpool Plains Shire Council;

- (ii) That the Board support the view that the successful applicant should be a resident of the Namoi Joint Organisation Region and have a high degree of familiarity with key regional issues; and
- (iii) That a Recruitment Agency be engaged to recruit the Executive Officer and a JOLT Interview Panel be responsible for interviews with a recommendation for appointment of a successful applicant being submitted to the Joint Organisation Board for approval.

The **AMENDMENT** was carried and the **AMENDMENT** became the **MOTION**
MOTION

Moved Cr Archdale, Walcha and seconded Cr Coulton, Gwydir

75/16

RESOLVED

- (i) That the Joint Organisation Executive Officer Position Description and Total Remuneration Package to be offered for the position be referred for further consideration at the next Board Meeting scheduled to be held on 1 September 2016 at Liverpool Plains Shire Council;
- (ii) That the Board support the view that the successful applicant should be a resident of the Namoi Joint Organisation Region and have a high degree of familiarity with key regional issues; and
- (iii) That a Recruitment Agency be engaged to recruit the Executive Officer and a JOLT Interview Panel be responsible for interviews and a recommendation for appointment of a successful applicant submitted to the Joint Organisation Board for approval.

JOLT ITEM 7 – JOINT ORGANISATION MEMBERSHIP FEES 2016/2017

MOTION

Moved Cr Hope, Liverpool Plains and seconded Cr Coulton, Gwydir

76/16

RESOLVED

That the determination of Joint Organisation Membership Fees for the 2016/2017 Financial Year be referred to the next meeting of JOLT for review in conjunction of review of the Remuneration Package for the position of Executive Officer.

4.3 Report – Namoi Roads & Transport Working Group 12 July 2016

MOTION

Moved Cr Hope, Liverpool Plains and seconded Cr Archdale, Walcha

77/16

RESOLVED

That the Report of the Namoi Roads & Transport Working Group held on 12 July 2016 be received and adopted.

4.4 EXECUTIVE OFFICER'S REPORT

4.4.1 JOINT ORGANISATION INDUCTION PROGRAM

MOTION

Moved Cr Swain, Gunnedah and seconded Cr Pearce, Uralla

78/16 RESOLVED

That the Induction Program for the Namoi Councils Joint Organisation be adopted and implemented following the 2016 Local Government Elections.

4.4.2 INVESTMENT PROSPECTUS GRANT APPLICATION

MOTION

Moved Cr Swain, Gunnedah and seconded Cr Pearce, Uralla

79/16 RESOLVED

That it be noted an Application has been submitted under the Murray Darling Basin Regional Economic Development Program for a Grant amounting to the sum of \$25,000, which is not required to be matched by the applicant, to fund Mandarin translation of the Namoi Region Investment Prospectus to accommodate entry into the major markets of China and North Asia.

4.4.3 NAMOI COUNCILS JOINT ORGANISATION ACTION PLAN

MOTION

Moved Cr Archdale, Walcha and seconded Cr Cikota, Moree Plains

80/16 RESOLVED

That the Namoi Councils Joint Organisation Action Plan be adopted

5 NAMOI COUNCILS SHARED SERVICES

NIL REPORTS

6 DATE AND VENUE FOR NEXT NAMOI COUNCILS JOINT ORGANISATION BOARD MEETING

Date: Thursday 1 September 2016 commencing at 9.30am

Venue: Liverpool Plains Shire Council

Closure: There being no further business, the Namoi Councils Joint Organisation Board Meeting concluded at 11.52am

Cr Col Murray, Namoi Councils, Chairperson

4 August 2016

- ooOOOoo -



Country Mayors Association of NEW SOUTH WALES

Chairman: Cr Rod Kendall
PO Box 20 Wagga Wagga NSW 2650
02 69269111
ABN 92 803 490 533

MINUTES

GENERAL MEETING

FRIDAY, 12 AUGUST 2016, JUBILEE ROOM, PARLIAMENT HOUSE, SYDNEY

The meeting opened at 9.32 a.m.

1. ATTENDANCE:

Albury City Council, Cr Hank Van de Ven, Mayor
Armidale Dumaresq Council, Mr Glen Wilcox, Interim General Manager
Bathurst Regional Council, Cr Gary Rush, Mayor
Bathurst Regional Council, Mr David Sherley, General Manager
Bega Valley Shire Council, Cr Michael Britten, Mayor
Berrigan Shire Council, Cr Bernard Curtin, Mayor
Edward River Council, Cr Ashley Hall, Administrator
Edward River Council, Mr Des Bilske, Interim General Manager
Forbes Shire Council, Cr Phyllis Miller, Mayor
Forbes Shire Council, Mr Danny Green, General Manager
Gunnedah Shire Council, Cr Gail Swan, Deputy Mayor
Inverell Shire Council, Cr Paul Harmon, Mayor
Kempsey Shire Council, Cr Liz Campbell, Mayor
Leeton Shire Council, Cr Paul Maytom, Mayor
Leeton Shire Council, Ms Jackie Kruger, General Manager
Lockhart Shire Council, Cr Peter Yates, Mayor
Lockhart Shire Council, Cr Roger Schirmer, Deputy Mayor
Lockhart Shire Council, Mr Rod Shaw, General Manager
Moree Plains Shire Council, Cr Katrina Humphries, Mayor
Murray River Council, Ms Margot Stork, Interim General Manager
Narrabri Shire Council, Cr Conrad Bolton, Mayor
Oberon Shire Council, Cr Kathy Sajowitz, Mayor
Oberon Shire Council, Mr Gary Wallace, Acting General Manager
Parkes Shire Council, Cr Ken Keith, Mayor
Shoalhaven City Council, Cr Allan Baptiste, Assistant Deputy Mayor
Tamworth Regional Council, Cr Col Murray, Mayor
Wagga Wagga City Council, Cr Rod Kendall, Mayor
Wagga Wagga City Council, Mr Alan Eldridge, General Manager
Walcha Council, Mr Jack O'Hara, General Manager

APOLOGIES:

As submitted

SPECIAL GUESTS:

Hon Julian Skinner MP, Minister for Health

Mr Mike Tom, Leader, Rural and Distance Education, Department of Education

2. ADOPTION OF MINUTES OF PREVIOUS MEETING:

RESOLVED that the minutes of the General Meeting held on 10 June 2016 be accepted as a true and accurate record (Leeton Shire Council / Tamworth Regional Council).

3. Matters Arising from the Minutes

NIL

4. Hon Jillian Skinner MP, Minister for Health

Devolution benefits rural NSW, it empowers decision making, re-engages clinician ownership, and improves transparency and accountability. The Health workforce in NSW increased by 3,000 between 2012 and 2016 – Junior Medical Officers 12.1%, Registrars 39%, Staff Specialists 47.2%, Visiting medical Officers 41.4%, Nurses 6.7%, and Allied Health 13.7%. The Rural Health Plan was released in 2014. The Government is improving health for rural communities in particular aboriginal health, access to cancer treatment, Community Palliative Scheme, Integrated Health Care and Transport and Accommodation Assistance Scheme (IPTAAS) upgrades. The investment in eHealth is \$48million in the Electronic medical Record, the Community Health and Outpatient Care System, Healthnet and telehealth. The Capital budget allocation this year is \$1.6billion and has been \$10billion over the two terms of Government.

5. Membership

RESOLVED That Oberon Shire Council and Snowy Monaro council be admitted as members of the Association (Bathurst Regional council / Moree Plains Shire Council)

6. CORRESPONDENCE

Outward

- (a) Cr Clover Moore thanking her for providing the meeting facilities for the meeting held on 10 June 2016
- (b) Cr Linda Scott thanking her for arranging the meeting facilities at the Sydney Town Hall on 10 June 2016
- (c) Cr John Seymour, Mayor Coolamon Shire Council, advising that Coolamon Shire was admitted as a member of the Association
- (d) Cr Liz Campbell, Mayor, Kempsey Shire Council, advising that Kempsey Shire was admitted as a member of the Association
- (e) Hon Nail Blair, Minister for Primary Industries, Minister for Lands and Water, seeking an explanation on how translucent flow releases tie in with the Murray Darling Basin Plan
- (f) Hon Susan Ley MP MLC, Minister for Health, Minister for Aged Care and Minister for Sport, asking that the health impacts to communities residing in proximity to Grey Headed Flying-fox camps be investigated and the results published and used to educate the community

- (g) Hon Jillian Skinner MP, Minister for health, asking that the health impacts to communities residing in proximity to Grey Headed Flying-fox camps be investigated and the results published and used to educate the community
- (h) Dr Bligh Grant, Institute for Public Policy and Governance, University of Technology, Sydney, thanking him for his presentation on 10 June 2016
- (i) Thase Hon Gladys Berejiklian MP, Treasurer and Minister for Industrial Relations, thanking her for her presentation on 10 June 2016
- (j) Mr Tim Hansen, National Heavy Vehicle Regulator, thanking him for his presentation on 10 June 2016
- (k) Ms Donna Rygate, Local Government NSW, asking the Association to urgently petition Government to amend the definition of Government under the Copyright Act to include Local Government

Inward

- (a) Hon Jillian Skinner MP, Minister for Health Re Grey Headed Flying Fox

NOTED

7. FINANCIAL REPORT

RESOLVED That the financial reports for the last quarter were tabled and accepted (Albury City Council / Parkes Shire Council)

8. **Mr Mike Tom, Leader, Rural and Distance Education, Department of Education**
In NSW there are 2233 schools with 742,000 students. There are 1046 non metropolitan schools 46%. Rural education issues identified by communities are isolation, rural recession, reduced services, resource access, drought, falling population, reduced staffing, staff support, small cohorts and reduced curriculum breadth. Rural NSW wants curriculum enhancement, peer integration and connectiveness. Rural children are not given the same resources as metropolitan children and therefore do not achieve the same educational outcomes. To bridge the gap a virtual secondary school was established with the first students commencing in February 2015, education networks established, preschool education strengthened, virtual facilities established, strengthened transition from primary to secondary school, and professional learning, mentoring and coaching opportunities for school leaders and teachers introduced. Distance Mode Learning includes Traditional distance Education, Access program, and the Aurora College for gifted students (Virtual Secondary School). The access program provides a shared curriculum for senior secondary students across five clusters of schools.

9. General Business

- (a) Council Amalgamations

Cabonne Amalgamation No Thank You one voice campaign. LGNSW has responded and advised the organization that its policy is "No Forced Amalgamations"

- (b) Voting Rights LGNSW

Amalgamated Councils not in existence on 1 March 2016 do not have voting rights under the LGNSW Constitution even though each of the Councils that were amalgamated were members of the Association. The matter is being looked into by LGNSW

(c) Local Government Elections

The Chairman thanked those Mayors not contesting the elections for their support of the Association and wished those re-contesting the best of luck

There being no further business the meeting closed at 12.10pm.

Cr Rod Kendall

Chair – Country Mayor's Association of NSW