



BUSINESS PAPER
ORDINARY MEETING OF COUNCIL

To be held on

Wednesday, 29 July 2015
2:00pm

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/2015/01401

AGENDA

Submitted to Council: 29 July 2015

..... 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, 29 July 2015** commencing at **2:00pm**.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Jack O'Hara'.

Jack O'Hara
GENERAL MANAGER

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6. Senior Officers Reports
 - 6.1 Annual Review of Investment Policy WO/2015/01289
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WO/2015/01277
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 - 6.7 Review of Councillor Expenses and Facilities Policy WO/2015/01384
 - 6.8 Entering & Sealing of the Rate Book 2014/2015 Year WO/2015/01199
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WO/2015/01199
- 6.10 Committee of the Whole Referral – Risk & Audit Committee Independent Membership WO/2015/01400
7. Notice of Motion

Submitted to Council: 29 July 2015

..... General Manager Mayor



8. Matters of Urgency
(Resolution to admit matters of urgency before being further considered by Council).

9. Management Review Report WO/2015/01385

10. Committee Reports
10.1

11. Delegates Reports

- 11.1 Minutes of the New England Group of Councils (NEGOC) Meeting held at Uralla Shire Council on Wednesday, 1 July 2015. WI/2015/04439
- 11.2 Minutes of the Namoi Councils Joint Organisation Meeting held on Thursday, 2 July 2015 held at Liverpool Plains Shire Council.
WI/2015/04136

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.



Present:

Apologies:

**Confirmation of the Ordinary Meeting Minutes held on Wednesday
24 June 2015:**

**Matters arising from the Ordinary Meeting Minutes held on Wednesday
24 June 2015:**

Submitted to Council: 29 July 2015

..... General Manager Mayor



ORDINARY MEETING OF COUNCIL

held on

Wednesday, 24 June 2015

at

3:35pm

at

Walcha Council Chambers

PRESENT: Clr JM Archdale (Chairman) Mayor together with Councillors KW Ferrier, WJ Heazlett, L Levingston and CM Lyon.

IN ATTENDANCE: Mr JG O'Hara (General Manager), Mr Matthew Fanning (Director – Engineering Services) and Mrs Lacey Latham (Environmental Services Manager).

1. APOLOGIES:

203 **RESOLVED** on the Motion of Councillors Heazlett and Lyon that the apology from Clr Schmutter being late due to work commitments, the apology from Clr Woods due to annual leave and the apology from Clr Thomson due to business commitments be **ACCEPTED**.

MINUTES



2. CONFIRMATION OF THE ORDINARY MEETING MINUTES HELD ON WEDNESDAY, 27 MAY 2015:

204 **RESOLVED** on the Motion of Councillors Levingston and Ferrier that the Minutes of the Ordinary Meeting held on Wednesday, 27 May 2015, copies of which have been distributed to all members, be taken as read and confirmed a **TRUE** record.

3. BUSINESS ARISING

Nil.

4. DECLARATIONS OF INTEREST

Nil.

5. MAYORAL MINUTE

Nil.

6. SENIOR OFFICERS REPORT

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

6.1 Adoption of Operational Plan 2015/2016 AND Rates & Charges for 2015/2016 WO/2015/01143

206 **RESOLVED** on the Motion of Councillors Ferrier and Lyon that in accordance with the provisions of Section 406 of the Local Government Act, 1993, Council **ADOPT** the Operational Plan 2015/2016 **FURTHER THAT** the Rates & Charges for 2015/2016 for the General, Waste and Sewerage Funds, as detailed in the Report be made by Council **STILL FURTHER THAT** the General Manager be authorised to arrange for the preparation and the service of the 2015/2016 rate notices.

6.2 Fit for the Future Submission WO/2015/01192

207 **RESOLVED** on the Motion of Councillors Levingston and Lyon that the matter be deferred until Councillor Schmutter arrives at the Meeting.

6.3 Risk Management System WO/2015/01130

208 **RESOLVED** on the Motion of Councillors Lyon and Ferrier that Council **ADOPT** the Risk Management Policy AND the Risk Management Plan as presented.



ADMINISTRATION POLICIES
RISK MANAGEMENT POLICY



INTRODUCTION

Walcha Council's Risk Management Policy has been designed to support Council's Corporate Goal "to provide effective, efficient and responsive government for our community." This is achieved by identification, assessment and control of risks and developing effective systems to reduce risk to an acceptable level.

POLICY

This Policy will:

- ❖ Provide documented evidence of Walcha Council's commitment to adopting risk management principles as an integral part of operations and decision making;
- ❖ Promote an atmosphere of risk awareness and willingness to manage risk at all levels of the organisation;
- ❖ Provide opportunities for continuously improving performance at all levels of the organisation.

Walcha Council has recognised that the management of risk is an essential element of good management and impacts on every facet of Council activity.

Risk Management has been defined as the culture, processes and structures that are directed towards realizing potential opportunities whilst managing adverse effects.

It is a process of continuous improvement that is to be embedded in all the practices and processes of Council.

Risk Management promotes communication between all stakeholders and improved information flow enhances the decision making process.

Walcha Council has used AS/NZS ISO 3100:2009 Risk Management – Principles and guidelines and HB 436:2004 Risk Management Guidelines as the main source of guidance for the development, implementation, consultation and review of its Risk Management System.

Council's assets furnish the foundation on which the continued ability to provide an improved quality of life for its residents and an environment conducive to future development is based. These assets encompass human, fiscal, property and environmental resources. It is Council's intention to implement this Risk Management System to safeguard and enhance these assets to ensure the achievement of its corporate objectives.

The main objectives of the Risk Management Programme are to:

- ❖ Maintain the highest possible integrity for services provided by Walcha Council;
- ❖ Safeguard and enhance Walcha Council's assets including human, fiscal, property and environment;
- ❖ Create an environment where all Walcha Council employees will assume responsibility for managing operation, strategic and project risks;
- ❖ Achieve and maintain legislative compliance;
- ❖ Ensure resource and operational capabilities are identified and responsibility allocated for managing risk;
- ❖ Ensure Walcha Council can appropriately deal with risk;
- ❖ Demonstrate transparent and responsible risk management processes which align with accepted best practice.

The Risk Management System shall cover, but not be limited to, the following areas of Council activity:

- ❖ Corporate governance
- ❖ Legal compliance
- ❖ Strategic, operational and project risks
- ❖ Assets
- ❖ Human resources
- ❖ Knowledge management
- ❖ Financial risk management

The risks associated with these areas of activity will normally be identified and documented in the Risk Register, analysed and managed by responsible officers in each of the functional area of Council.



Some major projects or activities may require the allocation of specific resources to the risk management process. Budget considerations will necessitate the allocation of funds in order of risk priority.

The Council is responsible for the oversight of the Risk Management System, through the Risk Coordinator, and may obtain advice and guidance from appropriate sources within and outside Council.

The General Manager is responsible for the implementation and effective operation of the Risk Management System, and responding to and reporting on significant risks that may arise from time to time. Departmental Directors are responsible for the effective operation of the Risk Management System within their respective departments and the timely reporting of any significant risks that may arise.

All supervisors in particular, and employees in general, are responsible for avoiding unnecessary risk to themselves, co-workers and the public, Council and private property and Council image, and to report through their supervisors any activities or conditions that may result in unacceptable risks.

The Risk Management System consists of this Risk Management Policy, supported by various other policies that have been endorsed by Walcha Council, and further supported by documented Procedures, Guidance Notes, Work Instructions and Checklists and any other documentation that may be deemed necessary for the effective implementation, training, operation and monitoring of the Risk Management System within Walcha Council.

6.4 Referral to Committee of the Whole – Bad Debts WO/2015/01177

209 **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 “Bad Debts” be referred to be discussed in Committee of the Whole and close the meeting to the public for the reason that it relates to the personal hardship of any resident or ratepayer.

LATE REPORTS:

1. Mid North Weight of Loads Group Renewal of Membership, Agreements & Authorities WO/2015/01233

210 **RESOLVED** on the Motion of Councillors Lyon and Heazlett that Council:

1. Agree to jointly employ ordinance inspectors with the other councils currently participating in the Mid North Weight of Loads Group for a further term of two years effective from 1 July 2015.
2. Approve the General Manager to sign all relevant documents associated with the Mid North Weight of Loads Group.

7. NOTICE OF MOTION

Nil.

8. MATTERS OF URGENCY

Nil.



12. COMMITTEE OF THE WHOLE

211 **RESOLVED** on the Motion of Councillors Lyon and Levingston 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 the personal hardship of any resident or ratepayer.

212 The Meeting resumed in **OPEN** Council on the Motion of Councillors Lyon 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.

12.1 Write Off Bad Debts

The Committee **RECOMMENDED** on the Motion of Lyon and Ferrier that Council write-off the balance of the accounts listed within this Report.

ADOPTION OF COMMITTEE OF THE WHOLE

213 **RESOLVED** on the Motion of Councillors Heazlett and Levingston that the Report and Recommendations of the Meeting of the Walcha Council Committee of the Whole held on Wednesday, 24 June 2015 be **ADOPTED** by Council.

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

9. MANAGEMENT REVIEW REPORTS **WO/2015/01075**

214 **RESOLVED** on the Motion of Councillors Ferrier and Levingston that items included in the Management Review Report, numbered 1 to 12 inclusive, be **NOTED** by Council.

10. COMMITTEE REPORTS

10.1 Minutes of the Walcha Council Tourism Advisory Committee Meeting held on 9 June 2015. **WO/2015/01151**

Walcha Tourism Brochure

215 **RESOLVED** on the Motion of Councillors Lyon and Levingston that the Walcha Tourism Brochure be referred to the next Council Meeting.

Market Thunderbolts Way

216 **RESOLVED** on the Motion of Councillors Lyon and Ferrier that this matter be referred to the Traffic Committee.



Clr Schmutter arrived at the Meeting at 4:10pm.

Visitor Information Centre

217 **RESOLVED** on the Motion of Councillors Schmutter and Lyon that Council provide the Committee with details of Council's budget commitment to Tourism and advise that at this stage it does not have the financial capacity to consider expanding the Visitor Information Centre.

10.2 Minutes of the Walcha Town & District Beautification & Tidy Towns Committee Meeting held on 10 June 2015 **WO/2015/01125**

218 **RESOLVED** on the Motion of Councillors Lyon and Heazlett that there be no summer judging due to the drought and water restrictions.

10.3 Minutes of the Walcha Council Plant Committee Meeting held on Friday, 12 June 2015. **WO/2015/01136**

219 **RESOLVED** on the Motion of Councillors Lyon and Levingston that Council **ADOPT** the following Plant Replacement for 2015/2016 as presented.

Plant Number	Description	Operator	Purchase Price	Sale Price	Net Cost
500302	Grader - Volvo	MW	\$330,000.00	\$50,000.00	\$280,000.00
501301	Loader - Komatsu WA70		\$80,000.00	\$5,000.00	\$75,000.00
504101	Truck Recycling - Isuzu NPR02A	Waste	\$57,000.00	\$17,500.00	\$39,500.00
501102	Roller - Dynapac CA302D	JH	\$140,000.00	\$30,000.00	\$110,000.00
507503	Wagon - Mitsubishi Outlander	General Manager	\$45,000.00	\$30,000.00	\$15,000.00
505103	Utility - Mitsubishi Triton - P&G Tipper	Morris C M	\$32,000.00	\$15,000.00	\$17,000.00
505203	Utility - Mitsubishi Triton - DC	Robertson L	\$32,000.00	\$15,000.00	\$17,000.00
506004	Utility - Mitsubishi Triton - DC	White M	\$32,000.00	\$15,000.00	\$17,000.00
506503	Utility - Mitsubishi Triton - SC	workshop	\$32,000.00	\$15,000.00	\$17,000.00
505004	Utility - Mitsubishi Triton - DC	Truck Gang	\$32,000.00	\$15,000.00	\$17,000.00
502703	Mower - New Holland G6030		\$44,000.00	\$0.00	\$44,000.00
507701	Forklift - Nissan FD45		\$0.00	\$5,000.00	-\$5,000.00
			\$880,000.00	\$227,500.00	\$660,500.00

11. DELEGATE REPORTS

11.1 Minutes of the Namoi Councils Joint Organisation Meeting held on Wednesday, 10 June 2015 held at Gunnedah Shire Council **WI/2015/03607**

11.2 Minutes of the Country Mayors Association of NSW Meeting held on Friday, 12 June 2015 at the Country Embassy, Sydney **WI/2015/03628**



6. SENIOR OFFICERS' REPORTS

6.2 Fit for the Future Submission

WO/2015/01192

220 **RESOLVED** on the Motion of Councillors Heazlett and Levingston that Council **SUSPEND** the Meeting and Workshop the Fit for the Future Submission.

221 **RESOLVED** on the Motion of Councillors Levingston and Lyon that Council **RESUME** the Meeting.

222 **RESOLVED** on the Motion of Councillors Levingston and Lyon that Council **ENDORSE** the Fit for the Future Rural Council Model Template 3 Submission as presented.

THERE BEING NO FURTHER BUSINESS THE CHAIRMAN DECLARED THE MEETING CLOSED AT 6:20PM.



Senior Officers' Reports

Submitted to Council: 29 July 2015

..... General Manager Mayor



Item:	6.1	Ref: WO/2015/01289
Title:	Annual Review of Investment Policy	
Author:	General Manager	
Previous Items:	Not Applicable	
Attachment:	Yes	

Introduction:

The current investment policy was last reviewed and adopted by Council in April 2014. This policy was based on the template provided by the Division of Local Government and included tighter controls over investments aimed at minimising the risk of losses arising from events such as the recent GFC (Global Financial Crisis). This policy also included a clause requiring that the policy be reviewed annually.

Report:

The existing investment policy has been reviewed and there are no changes proposed. There are no changes to the Ministerial Investment Order (January 2011) which forms part of the policy. A copy of the investment policy is attached.

RECOMMENDATION:

That Council note that a review of the investment policy has been carried out and ADOPT the Investment Policy as presented.

Submitted to Council: 29 July 2015

..... General Manager Mayor



ADMINISTRATION POLICIES

Investment Policy

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1. DEFINITIONS

ADI- Authorised Deposit-Taking Institutions (ADI) are corporations that are authorised under the *Banking Act 1959* (Commonwealth) to take deposits from customers.

AFMA BBSW- Australian Financial Markets Association Bank Bill Reference Rate.

Bill of Exchange – A bill of exchange is an unconditional order in writing, addressed by one person to another, signed by the person giving it, requiring the person to whom it is addressed to pay on demand, or at a fixed or determinable future time, a sum certain in money to or to the order of a specified person, or to bearer.

Credit Risk - Credit risk is the risk of loss to an investor due to the failure of the institution/entity with which an investment is held to pay the interest and/or repay the principal of an investment.

Debentures- A debenture is a document evidencing an acknowledgement of a debt, which a company has created for the purposes of raising capital. Debentures are issued by companies in return for medium and long-term investment of funds by lenders.

DLG - NSW Division of Local Government, Department of Premier and Cabinet.

Interest Rate Risk - Interest rate risk is the risk that the fair value or future cash flows of an investment will fluctuate because of changes in market interest rates.

Investment Portfolio - The total pool of all of the council's investments.

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..... General Manager Mayor



LGGR - Local Government (General) Regulation 2005 (NSW)

Liquidity Risk - Liquidity risk is the risk an investor is unable to redeem the investment at a fair price within a timely period.

Market Risk - Market risk is the risk that the fair value or future cash flow of an investment will fluctuate due to changes in market prices.

Maturity Risk - Maturity risk is the risk relating to the length of term to maturity of the investment. The larger the term, the greater the length of exposure and risk to market volatilities.

Preservation of Capital - Preservation of capital refers to an investment strategy with the primary goal of preventing losses in an investment portfolio's total value.

Prudent person standard - Prudent person standard is a legal standard restricting the investing and managing of a client's account to what a prudent person seeking reasonable income and preservation of capital might exercise for his or her own investment.

Responsible accounting officer - Responsible Accounting Officer (RAO) of a council means a member of the staff of the council designated by the General Manager, or if no such member has been designated, the General Manager. (LGGR, clause 196).

Securities - For financial markets these are the many types of financial instruments (ie, documents) that are traded in financial markets (except futures contracts), eg, bonds and shares.

2. BACKGROUND

Council can have on average \$2-3 Million of surplus funds invested at any one time. Interest on these investments represents a significant contribution to the total income of Council and it is essential that Council has clear policy guidelines as to how funds can be invested. This policy aims to clearly state the institutions with which Council can invest the maximum proportion of funds that may be placed with individual organisations and the types of investments entered into.

3. INVESTMENT POLICY

3.1 Objectives

3.1.1 To provide a framework for the investing of Council's funds at the most favourable rate of interest available to it at the time whilst having due consideration of risk and security for that investment type and ensuring that its liquidity requirements are being met.

3.1.2 While exercising the power to invest, consideration is to be given to the preservation of capital, liquidity, and the return of investment.

a) Preservation of capital is the principal objective of the investment portfolio. Investments are to be placed in a manner that seeks to ensure security and safeguarding the

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..... General Manager Mayor



investment portfolio. This includes managing credit and interest rate risk within identified thresholds and parameters.

b) Investments should be allocated to ensure there is sufficient liquidity to meet all reasonably anticipated cash flow requirements, as and when they fall due, without incurring the risk of significant costs due to the unanticipated sale of an investment.

c) Investments are expected to achieve a market average rate of return in line with the Council's risk management guidelines.

4. LEGISLATIVE REQUIREMENTS

4.1 Investments are to comply with the following:

- Local Government Act 1993;
- Local Government (General) Regulation 2005;
- Ministerial Investment Order;
- Local Government Code of Accounting Practice and Financial Reporting,;
- Australian Accounting Standards; and
- Division of Local Government Circulars.

5. DELEGATION OF AUTHORITY

Authority for implementation of the Investment Policy is delegated by Council to the General Manager in accordance with the Local Government Act 1993.

The General Manager may in turn delegate the day-to-day management of Council's Investment to the Responsible Accounting Officer or senior staff, subject to regular reviews.

Officers' delegated authority to manage Council's investments shall be recorded and required to acknowledge they have received a copy of this policy and understand their obligations in this role

6. PRUDENT PERSON STANDARD

Council's investments will be managed with the care, diligence and skill that a prudent person would exercise. As trustees of public monies, officers are to manage Council's investment portfolios to safeguard the portfolio in accordance with the spirit of this Investment Policy, and not for speculative purposes.

7. ETHICS AND CONFLICTS OF INTEREST

Officers shall refrain from personal activities that would conflict with the proper execution and management of Council's investment portfolio. This policy requires officers to disclose any conflict of interest to the General Manager.

Independent advisors are also required to declare that they have no actual or perceived conflicts of interest.

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..... General Manager Mayor



8. APPROVED INVESTMENTS

Investments are limited to those allowed by the most current Ministerial Investment Order that has been issued by the NSW Minister for Local Government. Refer Appendix 1 Local Government Act 1993 – Investment Order attached.

9. PROHIBITED INVESTMENTS

In accordance with the Ministerial Investment Order, this investment policy prohibits but is not limited to any investment carried out for speculative purposes including:

- Derivative based instruments;
- Principal only investments or securities that provide potentially nil or negative cash flow; and
- Stand alone securities issued that have underlying futures, options, forwards contracts and swaps of any kind.

This policy also prohibits the use of leveraging (borrowing to invest) of an investment.

10. RISK MANAGEMENT GUIDELINES

Investments obtained are to be considered in light of the following key criteria:

a) Preservation of Capital – the requirement for preventing losses in an investment portfolio’s total value (considering the time value of money);

b) Institutional Diversification –

- Not less than three(3) quotations shall be received when an investment is made;
- Individual investments shall not exceed \$1,000,000
- All term deposits investments are to be made with authorised deposit taking institutions covered by the Australian Government Guarantee.

c) Market / Credit Risk - consideration shall be given to the risk that the fair value or future cash flows of an investment will fluctuate due to changes in market prices, or the risk of failure to repay principal or pay interest of an investment.

d) Liquidity Risk – Investment maturity shall correspond with cash flow requirements.

e) Maturity Risk - the investment portfolio shall be invested within the following maturity constraints.

Institution Term Rating	OVERALL PORTFOLIO MATURITY		
	AAA to AA	Portfolio % < 1 year	Minimum 20%
AA to A+	Portfolio % >1 year, < 3years	Minimum 0%	Maximum 50%

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..... General Manager Mayor



11. INVESTMENT ADVISOR

Should Council engage an investment advisor, the advisor must be approved by Council and licensed by the Australian Securities and Investment Commission. The advisor must be an independent person who has no actual or potential conflict of interest in relation to investment products being recommended and is free to choose the most appropriate product within the terms and conditions of the investment policy.

The independent advisor is required to provide written confirmation that they do not have any actual or potential conflicts of interest in relation to the investments they are recommending or reviewing, including that they are not receiving any commissions or other benefits in relation to the investments being recommended or reviewed.

12. BENCHMARKING

The performance of the investment portfolio shall be compared as follows:

Cash	11am Cash Rate
Direct Investments	AFMA BBSW Rate: Average Mid - 90 day

13. REPORTING AND REVIEW OF INVESTMENTS

The General Manager/ Responsible Accounting Officer shall be responsible for reconciling the investment register on a monthly basis and ensuring sufficient records are maintained including:

- The source and amount of money invested;
- Particulars of the security or form of investment in which the money was invested;
- The term of the investment; and
- The rate of interest to be paid and the amount earned, in respect of the money invested.

A report shall be provided to each Council meeting, detailing the investment portfolio in terms of performance, investment institution and amount of each investment.

14. REVIEW OF INVESTMENT POLICY

This policy shall be reviewed annually and any amendments, if necessary, shall be approved by a resolution of Council.



LOCAL GOVERNMENT ACT 1993 – INVESTMENT ORDER

(Relating to investments by councils)

I, the Hon. Barbara Perry MP, Minister for Local Government, in pursuance of section 625(2) of the *Local Government Act 1993* and with the approval of the Treasurer, do, by this my Order, notify for the purposes of section 625 of that Act that a council or county council may only invest money (on the basis that all investments must be denominated in Australian Dollars) in the following forms of investment:

- (a) any public funds or securities issued by or guaranteed by, the Commonwealth, any State of the Commonwealth or a Territory;
- (b) any debentures or securities issued by a council (within the meaning of the *Local Government Act 1993* (NSW));
- (c) interest bearing deposits with, or any debentures or bonds issued by, an authorised deposit-taking institution (as defined in the *Banking Act 1959* (Cwth)), but excluding subordinated debt obligations;
- (d) any bill of exchange which has a maturity date of not more than 200 days; and if purchased for value confers on the holder in due course a right of recourse against a bank which has been designated as an authorised deposit-taking institution by the Australian Prudential Regulation Authority;
- (e) a deposit with the New South Wales Treasury Corporation or investments in an Hour-Glass investment facility of the New South Wales Treasury Corporation;

All investment instruments (excluding short term discount instruments) referred to above include both principal and investment income.

Transitional Arrangements

- (i) Subject to paragraph (ii) nothing in this Order affects any investment made before the date of this Order which was made in compliance with the previous Ministerial Orders, and such investments are taken to be in compliance with this Order.
- (ii) Paragraph (i) only applies to those investments made before the date of this Order and does not apply to any restructuring or switching of investments or any re-investment of proceeds received on disposal or maturity of such investments, which for the avoidance of doubt must comply with this Order.

Key Considerations

An investment is not in a form of investment notified by this order unless it also complies with an investment policy of council adopted by a resolution of council.

All councils should by resolution adopt an investment policy that is consistent with this Order and any guidelines issued by the Chief Executive (Local Government), Department of Premier and Cabinet, from time to time.

The General Manager, or any other staff member, with delegated authority by a council to invest funds on behalf of a council must do so in accordance with the council's adopted investment policy.

Councils have a fiduciary responsibility when investing. Councils should exercise the care, diligence and skill that a prudent person would exercise in managing the affairs of other persons.

When exercising the power of investment councils should consider, but not be limited by, the risk of capital or income loss or depreciation, the likely income return and the timing of income return, the length of the term of the proposed investment, the liquidity and marketability of the proposed investment, the likelihood of inflation affecting the value of the proposed investment and the costs (including commissions, fees, charges and duties payable) of making the proposed investment.

Dated this 12th day of January 2011 
Hon BARBARA PERRY MP
Minister for Local Government

Adopted Council Meeting 30 March 2011 – Minute No.: 156/2010-11.
Adopted Council Meeting 24 April 2013 – Minute No.: 180/2012-13



Item: 6.2 **Ref:** WO/2015/01380
Title: Community Recycling Centre Update
Author: Director – Engineering Services
Previous Items: Council Report April 2015
Attachment: Nil

Introduction:

This report provides Council with an update on the design and construction of the Community Recycling Centre (CRC) at the Aerodrome waste facility.

Report:

As reported in April 2015 Council tendered for the supply and construction of a portal frame shed, including earthworks and foundations for the shed design approved by the EPA but all tenders received were over budget. Since April work has been undertaken to redesign the CRC and in May additional funds were secured from the EPA for 10 hours of consultancy by GHD Engineering in Tamworth.

In June GHD provided advisory services relating to the current and proposed infrastructure developments at the Aerodrome waste facility. GHD reviewed the original layout and location of the proposed CRC and provided advice on alternatives. The revised design of the CRC has the EPA's approval and Council is proceeding to have engineering drawings done for the new design.

The next Milestone for this project is 1st September at which time the new design is expected to have completed the Development Approval process.

RECOMMENDATION:

For Council's information.

Submitted to Council: 29 July 2015

..... General Manager Mayor



Item: 6.3 **Ref:** WO/2015/01277
Title: Local Government Remuneration Tribunal Annual Review 2015
Author: General Manager
Previous Items: Not Applicable
Attachment: Yes Pages from the Report

Introduction:

The Local Government Remuneration Tribunal has handed down its latest determination of annual remuneration fees for Councillors and Mayors. (Copy of relevant pages of the report attached).

Report:

Section 241 (1) of the Local Government Act 1993 requires that:

The Remuneration Tribunal must, not later than 1 May in each year, determine, in each of the categories determined under Section 239, the maximum and minimum amounts of fees to be paid during the following year to Councillors (other than Mayors) and Mayors.

Section 239 (1) provides that:

The Remuneration Tribunal must, at least once every 3 years:

- (a) determine categories for Councils and Mayoral offices; and*
- (b) place each Council and Mayoral office into one of the categories it has determined.*

The Categories are as follows:

- ❖ Rural
- ❖ Regional Rural
- ❖ Metropolitan
- ❖ Metropolitan Centres
- ❖ Metropolitan Major
- ❖ Major City
- ❖ Principal City
- ❖ County Councils Other
- ❖ County Council – Water

Section 248, 248A, 250 and 251 of the Act generally provide that:

- ❖ A Council may fix an annual fee to be paid to each Councillor and to the Mayor. The fee paid to the Mayor is additional to the Councillor fee. The fees paid must be in accordance with the determination made by the Remuneration Tribunal.
- ❖ The annual fee so paid must be the same for each Councillor.
- ❖ A Council that does not fix the annual fees (both Councillor and Mayoral) must pay the minimum fee as determined by the Remuneration Tribunal.
- ❖ Fees are to be paid monthly in arrears.
- ❖ A suspended Councillor does not receive the fee during the period of the suspension.

Submitted to Council: 29 July 2015

..... General Manager Mayor



- ❖ A Council may pay a deputy mayor a fee determined by the Council for such time as the deputy mayor acts as mayor however the fee so paid must be deducted from the mayor's annual fee.
- ❖ The payment of these fees does not mean that Councillors are Council employees nor does the fee constitute a salary for the purposes of any Act.

Financial Implications:

The Tribunal has also determined the following annual fees for Rural Category Councils:

Councillors		Mayors	
Minimum	Maximum	Minimum	Maximum
\$8,330	\$11,010	\$8,860	\$24,030

The Mayoral and Councillor Fees for 2014/2015 are:

Councillor Fee	\$10,000
Mayoral Fee	\$19,000

Delegated Authority Implications

The report has no implications for Council's delegated authorities. Council cannot delegate the authority to set these fees.

RECOMMENDATION:

For Council's consideration.

Submitted to Council: 29 July 2015

..... General Manager Mayor



Determinations of the Local Government Remuneration Tribunal effective on and from 1 July 2015

Local Government Remuneration Tribunal

Table 1: General Purpose Councils (152)			
Category	Council		
Regional Rural (32)	Albury Armidale Dumaresq Ballina Bathurst Bega Valley Blue Mountains Broken Hill Byron Cessnock Clarence Valley Coffs Harbour Dubbo Eurobodalla Great Lakes Goulburn Mulwaree Queanbeyan	Greater Taree Griffith Hawkesbury Kempsey Lismore Maitland Orange Port Macquarie-Hastings Port Stephens Shellharbour Shoalhaven Tamworth Tweed Wagga Wagga Wingecarribee Wollondilly	
Rural (77)	Balranald Bellingen Berrigan Bland Blayney Bogan Bombala Boorowa Bourke Brewarrina Cabonne Carrathool Central Darling Cobar Conargo Coolamon Cooma-Monaro Coonamble Cootamundra Corowa Cowra Deniliquin Dungog Forbes Gilgandra Glen Innes Severn	Gloucester Greater Hume Gundagai Gunnedah Guyra Gwydir Harden Hay Inverell Jerilderie Junee Kياما Kyogle Lachlan Leeton Lithgow Liverpool Plains Lockhart Mid-Western Moree Plains Murray Murrumbidgee Muswellbrook Nambucca Narrabri Narrandera	Narromine Palerang Parkes Oberon Richmond Valley Singleton Snowy River Temora Tenterfield Tumbarumba Tumut Upper Hunter Upper Lachlan Uralla Urana Wakool Walcha Walgett Warren Warrumbungle Weddin Wellington Wentworth Yass Valley Young

Submitted to Council:

29 July 2015

..... General Manager Mayor



Local Government Remuneration Tribunal

Determination No. 2- Determination Pursuant to Section 241 of Fees for Councillors and Mayors

Pursuant to s.241 of the Local Government Act 1993, the annual fees to be paid in each of the categories to Councillors, Mayors, Members and Chairpersons of County Councils effective on and from 1 July 2015 are determined as follows:

Table 3: Fees for General Purpose and County Councils

Table 3: Fees for General Purpose and County Councils				
Category	Councillor/Member Annual Fee		Mayor/Chairperson Additional Fee	
	Minimum	Maximum	Minimum	Maximum
General Purpose Councils				
Principal City	25,040	36,720	153,200	201,580
Major City	16,690	27,550	35,470	80,260
Metropolitan Major	16,690	27,550	35,470	80,260
Metropolitan Centre	12,520	23,370	26,600	62,090
Metropolitan	8,330	18,380	17,740	40,090
Regional Rural	8,330	18,380	17,740	40,090
Rural	8,330	11,010	8,860	24,030
County Councils				
Water	1,660	9,180	3,550	15,080
Other	1,660	5,490	3,550	10,020

Submitted to Council: 29 July 2015

..... General Manager Mayor



Item: 6.4 **Ref:** WO/2015/01376
Title: Sewer Treatment Plant Update
Author: Director – Engineering Services
Previous Items: Monthly Reports
Attachment: Nil

Introduction:

This report provides Council with an update on the algal outbreak in the tertiary treatment pond at the Sewer Treatment Plant (STP), and on the commencement of planning work to upgrade the STP.

Report:

The tertiary pond was brought back on line and the pond discharge point into the Apsley River reopened on 18 May after laboratory test results for the previous two weeks showed the blue green algae count was back within the 'No Alert' level. This pollution incident was officially closed by the Armidale EPA office on Thursday 18 June.

In October 2007 the then Member for Northern Tablelands, Richard Torbay advised Walcha Council would receive funding towards the upgrade of the STP under the Country Towns Water Supply and Sewerage Program (CTWSS). Council is still eligible for the funding but must finish upgrade work or to at least have the upgrade project works ready to commence before the funding cut off date of June 2017.

There are a number of steps that must be undertaken to comply with the Best Practice Management of Water Supply and Sewerage Framework before upgrade works can commence, below is a summary of these:-

1. Plant upgrade options investigations.
 - a. Recycled water investigation to comply with the Australian Guidelines for Water Recycling 2006 – including costings; and
 - b. Plant upgrade or replacement costings.

NB: Clear costings are required on both of the above to have Council's Integrated Water Cycle Management Strategy (IWCM) consider these as different scenarios and assess them on a triple bottom line (TBL) basis.

2. New IWCM to be completed in accordance with the new DPI Water July 2014 IWCM checklist.
 - a. New IWCM reviewed and concurred by DPI Water.
3. Sewer system upgrade scope of works and concept design as per IWCM outcomes.

Submitted to Council: 29 July 2015

..... General Manager Mayor



- a. Design and scope of work concurred by DPI Water.
4. LGA 1993 s60 approval of sewer system upgrade works.
5. Upgrade project works commence.

NB: The above summary of steps is ideal. However the timeframe is constrained by the remaining time the CTWSS funding is available. Council has been advised by DPI Water that we are unable to wait until the IWCM is complete before adopting a preferred option and starting on designs. To finish the work or to at least have the upgrade project works ready to commence before June 2017 Council must move both in parallel on the IWCM and on the s60 approval.

To now move through Step 1 of this process in the timeliest manner Council has engaged Risk Edge, a specialist recycled water consultant familiar with the Australian Guidelines for Water Recycling to conduct a workshop where stakeholders such as DPI Water, NSW Health and NSW EPA are represented. The inclusion of the NSW Government representatives in the workshop is to ensure optimal input and facilitation of the IWCM and s60 approval conditions for the options identified through the workshop.

This investigative workshop will look at optimising the existing plant and processes, and assessing what can be achieved with the existing STP plant, what end use opportunities exist, identify inadequacies and what additional treatment barriers may be required to meet the Australian Guidelines for Water Recycling.

In parallel with Step 1 Council has commenced scoping the engagement to undertake the IWCM. The development of the IWCM for the STP will also encompass the IWCM requirements for the town water supply for a new 170ML off-line storage dam.

Finally, it became apparent during 2014 that the Crown Land adjacent to the STP needed to be acquired for any upgrade works due to Crown Lands and Local Land Services not sanctioning Council's request to licence the land for the purpose of extending the STP. Work began to acquire the needed land and on the 10th July 2015 Council was informed that Crown Lands have consented to the compulsory acquisition of the land. Staff are in the process of formalising this acquisition of the land.

Financial Implications:

The workshop and IWCM projects have been budgeted for in the 2015/16 financial year. Funds were not budgeted for the acquisition of the land adjacent to the STP because Council approached the local Member, Kevin Anderson MP earlier this year to request the Crown Lands be gifted to Council. The Minister has requested of the Hon Niall Blair MLC, Minister for Primary Industries and Minister for Lands and Water that the lands be gifted to Council and replies from both parties have been received by Council to advise Council to pursue this opportunity with Crown Lands.

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

Submitted to Council: 29 July 2015

..... General Manager Mayor



Item:	6.5	Ref: WO/2015/01396
Title:	Annual Review of Publication Guide	
Author:	General Manager	
Previous Items:	Not Applicable	
Attachment:	Yes – WO/2015/01394	

Introduction:

Under the Government Information (Public Access) Act 2009 Council is to produce and then adopt the Publication Guide annually.

Report:

In compliance to these annual requirements of the Government Information (Public Access) Act 2009 it is recommended that the Draft Publication Guide 2015/2016 be adopted. Please note there are no major changes to the guide from last years edition.

A copy of the guide is attached for your information.

RECOMMENDATION:

That Council adopt the Draft Publication Guide 2015/2016.

Submitted to Council: 29 July 2015

..... General Manager Mayor



"Strainer Post" Stephen King, Walcha 1999

Publication Guide 2015/2016

Walcha Council



Prepared in accordance with the requirements of the Government Information (Public Access) Act 2009

Adopted by Walcha Council

Submitted to Council: 29 July 2015

..... General Manager Mayor



Council's Corporate Goal

*To provide effective, efficient and responsive
government for the residents of the area.*

Introduction

The Walcha Shire is located in the beautiful and very productive New England Tablelands region of New South Wales. The Shire is some 640,858 ha in area and has a total population of 3,021 people. (ABS 2011 Census). Within the Shire boundary lie the villages of Yarrowitch, Nowendoc, Walcha Road and Woolbrook. Walcha also services the village of Niangala.

The township of Walcha offers the residents the opportunity to enjoy a friendly country lifestyle, whilst still having access to a range of services including medical, education and shopping. Other services are available in the closest regional towns of Armidale (62km) and Tamworth (92km).

Walcha enjoys four definite seasons throughout the year with mild summers, colourful autumns, brisk winters and vibrant springs. The town of Walcha (pronounced wolka) is 1,067 metres above sea level, and can be reached by road, rail and air.

With some 146,000 ha of national park and wilderness in the Shire, including parts of the world heritage listed central eastern rainforest reserves, a network of excellent trout waters; Walcha provides some of the most magnificent eco-experiences in Australia.

Apart from these wonderful eco-tourism destinations, the Shire has a lot to offer. It is one of the most productive agricultural areas in Australia. It is also a major hardwood timber supplier and is a significant supplier of softwood.

Walcha is home to a unique open air gallery. There are currently 36 pieces of art plus 43 verandah posts. The artwork is situated mainly around the central business area with pieces also along the levee banks of the Apsley River. The verandah posts were created by various artists and installed by Council in front of various shops in the central business area.

The completion of the major regional road link between Walcha and Gloucester known as Thunderbolt's Way has added enormously to the economic opportunities available to the Shire.

Visit the Walcha tourism website on www.walchansw.com.au or the Walcha Council website on www.walcha.nsw.gov.au .

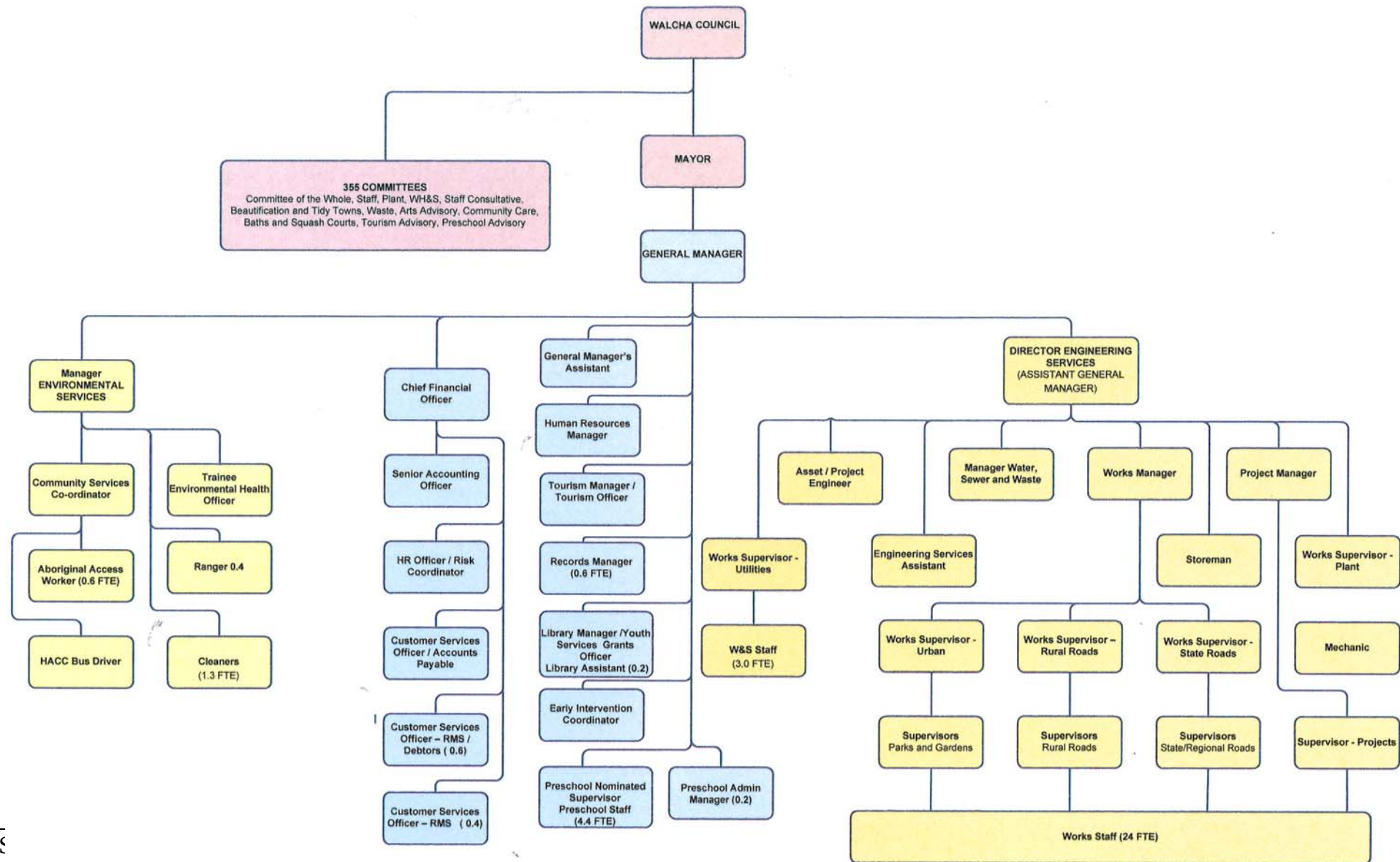
Structure and functions of Council

The Walcha Council is a Local Government Authority constituted under the Local Government Act, 1993. Council's Offices are located at 2W Hamilton Street, Walcha.

Our corporate goal focuses on effectiveness, efficiency and responsiveness. The very harmonious and cohesive relationship that exists between Councillors and staff at all levels, particularly executive staff, provides a good basis for sound decision making and the achievement of our goal.

Submitted to Council: 29 September 2014

..... General Manager Mayor



Walcha Council Organisation Chart
 As at 18 February 2015



Functions of Council

Council performs the functions conferred on it by the Local Government Act, 1993 and these are:

Service Functions

For example:

- Providing community health, recreation, education and information services
- Environmental protection
- Waste removal & disposal
- Land & Property, industry & tourism development & assistance
- Preschool and Early Intervention Services

Regulatory Functions

For example:

- Development and Building Approvals
- Orders
- Building certificates

Ancillary Functions

For example:

- Resumption of land
- Powers of entry and inspection

Administrative Functions

For example:

- Employment of staff
- Management Plans
- Financial Reporting
- Annual Reports

Revenue Functions

For example:

- Rates
- Charges
- Fees
- Borrowings
- Investments

Enforcement Functions

For example:

- Proceedings for breaches of the Act
- Prosecution of offences
- Recovery of rates and charges

Submitted to Council: 29 September 2014

..... General Manager Mayor



The Council also has functions conferred or imposed upon it by the following Acts:

Rural Fires Act 1997	To form Rural Fire Brigades and provide facilities for the suppression of Bush Fires in the Local Area
Community Land Development Act 1989	Planning functions as consent authority
Conveyancing Act 1919	Placing covenants on Council land
Companion Animals Act 1998	Dog registration and control
Environmental Planning & Assessment Act 1979	Planning legislation
Fire Brigades Act 1989	Payment of contributions to fire brigade costs and furnishing of returns
Fluoridation of Public Water Supplies Act 1957	Fluoridation of water supply by Council
Food Act 2003	Inspection of food and food premises
Government Information (Public Access) Act 2009	Public access to information held by Council
Impounding Act 1993	Impounding of animals and articles
Library Act 1939	Library services
Noxious Weeds Act 1993	Control of Noxious Weeds
Public Health Act 2010	Inspection of systems for purposes of microbial control
Protection of the Environment Operations Act 1997	Protection of the Environment
Recreation Vehicles Act 1983	Restricting use of recreation vehicles
Roads Act 1993	Roads
State Emergency Service Act 1989	Recommending appointment of local controller
Strata Schemes (Leasehold Development) Act 1986	Approval of strata plans
Strata Schemes (Freehold Development) Act 1973	Approval of leasehold/freehold strata plans
Swimming Pools Act 1992	Ensuring restriction of access to swimming pools

The exercise by a Council of its functions under the Local Government Act, 1993 may also be modified by the provisions of another Act. Some of those Acts and some of the modifications they effect include:

Coastal Protection Act 1979	Limitation on coastal development by Councils
Heritage Act 1977	Rating based on heritage valuation
State Emergency and Rescue Management Act 1989	Council required to prepare for emergencies
Unclaimed Money Act 1995	Unclaimed money to be paid to the Treasury

Other legislation that affects the way Council carries out its functions can be found at www.legislation.nsw.gov.au and www.comlaw.gov.au.

The Council comprises eight elected representatives inclusive of the Mayor. The Councillors are elected from four wards, two per ward. The Council exercises policy, management and review functions and is assisted in this role by a series of advisory Committees.

The Mayor is elected by the Council each year. The Mayor has the following functions:

- To exercise, in cases of necessity, the policy-making functions of the governing body of the Council between meetings of the Council
- To exercise such other functions of the Council as the Council determines
- To preside at meetings of the Council
- To carry out the civic and ceremonial functions of the mayoral office

Submitted to Council: 29 September 2014

..... General Manager Mayor



The General Manager is the chief employee of the Council and has the following functions:

- To ensure Council's policies and decisions are carried into effect
- To control the day to day operations of the Council
- To control and direct all staff

Council has three departments namely:

- Corporate Services
- Engineering Services
- Environmental Services

Corporate Services

The Corporate Services Department has a staff of nineteen (full time, part time and casual) and is responsible for the following functions:

- Rates & Valuation
- Administration
- Staff Records
- Insurances
- Investments
- Finance
- Data Processing
- RTA Agency
- Economic Development
- Library
- Council Records
- Revenue Collection
- Freedom of Information
- Reporting
- Secretarial
- EEO/OH&S
- Tourism
- Human Resources

Engineering Services

The Engineering Services Department has a staff of forty nine (full time, part time and casual) and is responsible for the following:

- Roads & Bridges
- Recreation Areas
- Water & Sewerage
- Ready Mix Concrete
- Stores & Materials
- Garbage/Recycling
- Cemeteries
- Parks & Gardens
- Plant Fleet
- Traffic Facilities
- Survey/Drafting
- Aerodrome
- Private works *

* These works include works performed outside the Council boundaries.

Environmental Services

The Environmental Services Department has a staff of twenty one (full time, part time and casual) and is responsible for the following functions:

- Health Services
- Town Planning
- Dog Control
- Social Welfare
- Home & Community Services
- Building Services
- Preschool and Early Intervention Services
- Straying Stock
- Environmental Protection
- Subdivisions

Submitted to Council: 29 September 2014

..... General Manager Mayor



Community Strategic Plan - Walcha 2025

Walcha 2025 is the blueprint for the future of Walcha Local Government Area. It represents the vision, aspirations, goals, priorities and challenges for our community. The purpose of Walcha 2025 is to:

- Describe the vision and goals the community has for this local government area.
- Outline the strategies to achieve the vision and goals.
- Provide a long term focus for decision making and resource allocation.
- Provide a basis for measuring our progress.
- Provide an opportunity for community participation in decision making.
- Address social, economic, environmental and civic leadership issues.

Walcha 2025 has been developed by the community and will be maintained and implemented by Walcha Council on behalf of the community. It is a plan for the future of the Local Government Area and will be a guide for other levels of government, private businesses and non-government agencies.

The Plan signifies a change in the way planning by Council and the community is developed and implemented. Developing Walcha 2025 has created an opportunity to work together to deliver outcomes that benefit everyone.

The goals and strategies identified fall into the following broad categories:

- Better transport and liveable towns and villages
- Supporting business and jobs
- Clever community
- Healthy community
- Green community
- Stronger community
- Keeping people safe
- Better government

Further information can be obtained by reading the full version of the Community Strategic Plan - Walcha 2025 which is on Council's website.

Effect of Council's Functions on Members of the Public

The Council has a direct effect on the general public in carrying out its functions. In exercising its revenue function Council's decisions directly impact on public expenditure patterns.

It's regulatory and service functions also impact on the public by imposing controls on activities and by providing services and facilities. Controls are generally dictated by legislation or Council policy.

Services and facilities are provided generally in priority order determined by Council in response to public demand or by necessity.

Arrangements for Public Participation in Policy Formulation

The Council is an elected body constituted under the provisions of the Local Government Act, 1993 which provides that certain classes of people may stand for office. These qualified people then have the opportunity to win election to Council and to determine policy. Conversely disaffected voters have the opportunity to remove a Council from Office.

The Local Government Act, 1993 also provides for the public to have input into policy formulation in the following ways:

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..... General Manager Mayor



- Polls
- Referenda
- Public Meetings
- Public exhibition/notification of proposed policies and decisions
- Rights of Appeal

During the course of its ordinary meetings Walcha Council may permit any person to address it personally on any relevant issue. Council is required to hold at least ten meetings each year. Currently Council meetings are held on the last Monday of each month, except January. Special meetings of Council are occasionally held.

Information held by Council

Council holds a large number of documents that may be categorised as follows:

Corporate Services

- Miscellaneous files - which contain information relating to Council's day to day activities including personnel files
- Policy documents, codes and plans which form the guidelines within which decisions are made
- Minutes which are a record of Council decisions
- Financial records both hard copy and computerised which provide a record of Council's financial dealings
- Valuation, rating and land transfer records
- Legal documents which, of their nature should be retained
- Records of disclosure which details disclosures made by Councillors and designated staff in accordance with legislative requirements

Engineering Services

Council maintains an extensive range of maps, plans and diagrams. Most of these are prepared for internal use however some may be of assistance to Council's customers.

Environmental Services

Documents under this category are principally applications seeking building or planning consent. These documents may include those where Council is not the consent authority such as Development Applicants where the State Government appointed Joint Regional Planning Panels are the consent Authority.

Generally copies of most of Council's documents are available to the public free of charge however reasonable photocopying charges may apply and processing fees may be imposed for access applications. A fee is imposed for the provision of maps, plans, diagrams and plans, rates and building certificates.

Information that is publically available

The Government Information (Public Access) Act 2009 states *"there is a presumption in favour of the disclosure of government information unless there is an overriding public interest against disclosure."*

The following list of information is taken from Government Information (Public Access) Regulation 2009.

Information about Walcha Council

1. Information contained in the current version and the most recent previous version of the following records is prescribed as open access information:
 - a. the model code prescribed under section 440 (1) of the LGA and the code of conduct adopted under section 440 (3) of the LGA
 - b. code of meeting practice
 - c. annual report
 - d. annual financial reports

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..... General Manager Mayor



- e. auditor's report
 - f. Delivery Program 2013-2017
 - g. Operational Plan 2015/16
 - h. EEO management plan
 - i. policy concerning the payment of expenses incurred by, and the provision of facilities to, councillors and staff,
 - j. annual reports of bodies exercising functions delegated by the local authority,
 - k. any codes referred to in the LGA.
2. Information contained in the following records (whenever created) is prescribed as open access information:
- a. returns of the interests of councillors, designated persons and delegates
 - b. agendas and business papers for any meeting of the local authority or any committee of the local authority (but not including business papers for matters considered when part of a meeting is closed to the public)
 - c. minutes of any meeting of the local authority or any committee of the local authority, but restricted (in the case of any part of a meeting that is closed to the public) to the resolutions and recommendations of the meeting
 - d. Departmental representative reports presented at a meeting of the local authority in accordance with section 433 of the LGA
3. Information contained in the current version of the following records is prescribed as open access information:
- a. land register
 - b. register of investments
 - c. register of delegations
 - d. register of graffiti removal work kept in accordance with section 13 of the Graffiti Control Act 2008
 - e. register of current declarations of disclosures of political donations kept in accordance with section 328A of the LGA
 - f. the register of voting on planning matters kept in accordance with section 375A of the LGA

Plans and policies

Information contained in the current version and the most recent previous version of the following records is prescribed as open access information:

- a. local policies adopted by the local authority concerning approvals and orders
- b. plans of management for community land
- c. environmental planning instruments, development control plans and contributions plans made under the Environmental Planning and Assessment Act 1979 applying to land within the local authority's area

Information about development applications

1. Information contained in the following records (whenever created) is prescribed as open access information:
- a. development applications (within the meaning of the Environmental Planning and Assessment Act 1979) and any associated documents received in relation to a proposed development including the following:
 - i. home warranty insurance documents
 - ii. construction certificates
 - iii. occupation certificates
 - iv. structural certification documents
 - v. town planner reports
 - vi. submissions received on development applications
 - vii. heritage consultant reports
 - viii. tree inspection consultant reports
 - ix. acoustics consultant reports
 - x. and contamination consultant reports
 - b. records of decisions on development applications (including decisions made on appeal)

Submitted to Council: 29 September 2014

..... General Manager Mayor



- c. a record that describes the general nature of the documents that the local authority decides are excluded from the operation of this clause by subclause (2)
2. This clause does not apply to so much of the information referred to in subclause (1) (a) as consists of:
 - a. the plans and specifications for any residential parts of a proposed building, other than plans that merely show its height and its external configuration in relation to the site on which it is proposed to be erected, or
 - b. commercial information, if the information would be likely to prejudice the commercial position of the person who supplied it or to reveal a trade secret
3. A local authority must keep the record referred to in subclause 1. c.

Approvals, orders and other documents

Information contained in the following records (whenever created) is prescribed as open access information:

- a. applications for approvals under Part 1 of Chapter 7 of the LGA and any associated documents received in relation to such an application
- b. applications for approvals under any other Act and any associated documents received in relation to such an application
- c. records of approvals granted or refused, any variation from local policies with reasons for the variation, and decisions made on appeals concerning approvals
- d. orders given under Part 2 of Chapter 7 of the LGA, and any reasons given under section 136 of the LGA
- e. orders given under the authority of any other Act
- f. records of building certificates under the Environmental Planning and Assessment Act 1979
- g. plans of land proposed to be compulsorily acquired by the local authority
- h. compulsory acquisition notices
- i. leases and licences for use of public land classified as community land

How will information be made available to the public

Open Access Information

There is a range of information available on Councils website under the section title *Open Access Information*.

Arrangements for inspection of council information

If you would like to view information that is not held in digital format on Council's website, you may make arrangements to view this information during the normal opening hours of 8.30 am to 5.00 pm. If you would like to receive a hard copy of information photocopying charges may apply, dependant on the circumstances.

Informal Access Application

An informal application to access information that is not held on the register of open access information may be made by phoning the Right to Information Officer during business hours. The officer will determine if your request can be granted. The officer may require you to lodge a formal access application.

Formal Access Application

One reason you may not be able to receive information under an informal application, is if the information contains information about a third party. When this is the case, the third party will need to be consulted before we release it to you.

If you decide to proceed, you will need to complete a formal access application form. You will need to provide a description of the information that you require on the application form and pay the application fee of \$30.00. Deposits on processing must be paid upfront, as per section 68 of the GIPA Act "*an agency may require the applicant to make an advance payment of a processing charge.*"

Submitted to Council: 29 September 2014

..... General Manager Mayor



Applicable Fees

Open Access Information	\$ 0.00
Informal Access Application	\$ 0.00
Formal Access Application	\$30.00
Hourly processing charge	\$30.00
Applicants Personal Information	\$30.00 + 20 hours free processing
Photocopying per page	\$ 0.55

Contact details

Walcha Council

Right to Information Officer
Walcha Council
2W Hamilton Street
P O Box 2
Walcha NSW 2354
council@walcha.nsw.gov.au
phone 02 6774 2500
fax 02 6777 1181

Information and Privacy Commission

If you require further advice or assistance with your request for information, you may contact the Information and Privacy Commission on 1800 472 679. Alternatively you may contact them via email ipcinfo@ipc.nsw.gov.au or visit their website at www.ipc.nsw.gov.au

Information and Privacy Commission
GPO Box 7011
Sydney NSW 2001

Submitted to Council: 29 September 2014

..... General Manager Mayor



Item: 6.6 **Ref:** WO/2015/01372
Title: Town Water Supply Update
Author: Director of Engineering Services
Previous Items: Monthly reports
Attachment: Nil

Introduction:

This report provides Council with an update on actions being taken to source and supply additional raw water for the town water supply.

Report:

The Secure Yield Study modelling has been completed and the major finding of the Study is approximately 170ML of additional off-line storage is required to meet the 5/10/10 rule utilised by DPI Water (previously known as NSW Office of Water) to meet what is determined to be a secure water supply. This is roughly equivalent to two additional storage dams with the same capacity as the existing storage dam on Aberbaldie Road.

A final report is yet to be submitted to Council by NSW Urban Water Services but the final results are shown below:-

Run	Conditions	Pumping 24 hours for 7 days from River ML/d	Pumping from WTP to Service Reservoirs for 5 days ML/d	Total Storage ML	Additional Storage from existing ML	Secure Yield (5/10/10) ML/a		Critical Drought
						Historic Climate	1 °C warming	
His81	EFR & 8 ML/d CTP	2.16	2.0	263.438	172	341	230	22/09/2013- 20/03/2014
His82	Revised EFR & 8 ML/d CTP	2.16	2.0	263.438	172	349	230	23/2/1902- 30/8/1902

As reported previously DPI Water advised Council to focus on the Secure Yield Study without taking into account a possible ground water supply as no significant ground water was found during initial investigations. As the Study is now finalised Council has engaged Southern Cross Consulting to resume investigative work to source ground water as a 'top up' measure in the interim for the town water supply and to commence scoping a new 170ML off-line storage dam.

The running of the Water Treatment Plant with 24/7 pumping capabilities was another critical finding of the Secure Yield Study which Southern Cross Consulting has also been engaged to scope and implement. This work to be undertaken by Southern Cross Consulting is to be funded by the \$600,000 provided for emergency town water supply works earlier in the year by the NSW Government.

Submitted to Council: 29 July 2015

..... General Manager Mayor



Finally, due to the snow falls in the catchment last week the Macdonald River height is currently running at 3.8 metres, 40 cm above last month's river height. At the end of June when Level 3 restrictions were eased and Level 2 restrictions introduced daily water usage per person was 222 litres. With the easing of restrictions usage increased to 250 litres per day but pleasingly at the time of writing usage has dropped back to 217 litres which is just shy of the Level 2 targets of 220-260 litres per day.

RECOMMENDATION:

For Council's information.

Submitted to Council: 29 July 2015

..... General Manager Mayor



Item: 6.7 **Ref:** WO/2015/01384
Title: Review of Councillor Expenses and Facilities Policy
Author: General Manager
Previous Items: Not Applicable
Attachment: Yes – WO/2014/01615

Introduction:

Under the Local Government Act 1993 Council is to public exhibit and then adopt the “Payment of Expense and the provision of facilities for Mayors, Councillors and Staff” Policy annually.

Report:

In compliance to these annual requirements of the Local Government Act, 1993, Section 253, it is recommended the policy be placed on public exhibition for a period of 28 days inviting public submissions.

A copy of the policy is attached for your information.

RECOMMENDATION:

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).

Submitted to Council: 29 July 2015

..... General Manager Mayor



**PAYMENT OF EXPENSES AND THE PROVISION OF FACILITIES FOR
MAYORS & COUNCILLORS AND STAFF**

Part 1 Introduction

- **Title**
Payment of Expenses and the provision of facilities for Mayors & Councillors and Staff
- **Purpose of the Policy**
The purpose of the policy is to ensure that there is accountability and transparency in the reimbursement of expenses incurred by councillors and staff. The policy also ensures that the facilities provided to assist Councillors to carry out their civic duties are reasonable.
- **Objectives and coverage of the Policy**
To identify those Conferences at which Council will be represented and to identify expenses that will be paid and facilities that will be provided to Councillors and Staff.
- **Legislative requirements**
Local Government Act 1993 and Local Government (General) Regulation) 2005.
- **Other NSW Government policy provisions**
Department of Local Government *Guidelines for the payment of expenses and the provision of facilities to Mayors and Councillors, Model Code of Conduct for Local Councils in NSW* and Circulars to Councils.
ICAC Publication – *No Excuses for Misuse, preventing the misuse of council resources, etc.*

Part 2 Policy

1. Council shall pay to or on behalf of its members and Staff reasonable out-of-pocket allowances towards their necessary out-of-pocket expenses for conveyance and subsistence in travelling on Council business and all such payments to Councillors, and payment of fees, shall be in accordance with the provisions of the Local Government Act, 1993.
2. Separate votes shall be established in Council's annual Budget to provide for the cost of attendance by Councillors and Staff at all regular Conferences (as detailed in 3 below) together with estimates of the probable expenditure on non-recurrent or extraordinary Conferences, Seminars or the like.
3. Council may provide, on the request of the Councillor or Staff Member, an advance payment to meet re-disbursable out of pocket expenses not able to be covered by Council order, prepayment or invoice for authorised attendance as delegate or to seminars, conferences and inspections which have been approved by Council and in accordance with this Policy.
4. Claims for reimbursement of out of pocket expenses must be made within three months of the expenditure. These reimbursements must be on the Councillor's Claim form and accompanied by the appropriate receipts and/or tax invoices.
5. Council will, wherever possible provide a Council car, for the use of Councillors in attending Meetings of Committees to which they have been elected as delegates and

Submitted to Council: 29 July 2015

..... General Manager Mayor



to seminars, conferences and inspections which have been approved by Council or Council's authorised delegate and at which the Councillor is officially representing Council.

Where the aforementioned provision of a Council car is not possible, Council will reimburse Councillors for the cost of using their own vehicle to travel to and from Council Meetings, Meetings of Committees to which they have been elected as delegates and to seminars, conferences and inspections which have been approved by Council or Council's authorised delegate and at which the Councillor is officially representing Council; at a rate of 65c per kilometre for vehicles with engine capacity less than 2.5L and 74c per kilometre for vehicles with engine capacity greater than 2.5L.

The driver is personally responsible for all traffic or parking fines incurred while travelling in private or council vehicles on council business.

6. For the purposes of this policy the following shall be considered as regular Conferences at which Council may be represented and the relevant Staff permitted to attend:-

- a) The Annual Conference of Local Government New South Wales.
- b) The Annual Conference of the Local Government Managers Australia (New South Wales Division).
- c) The Annual Conference of Institute of Public Works Engineering Australia and associated Field Days.
- d) The Annual Conference of the Environmental Health and Building Surveyors Association.
- e) The Annual Conference of the Country Libraries Association of NSW.
- f) Attendance at Conferences Seminars, etc , other than those listed in this policy, may be approved under the following circumstances:-
 - i) the General Manager may, from time to time, approve the attendance of staff at conferences, seminars, etc., as part of Council's Staff Training Program, provided that all associated costs can be absorbed within existing, approved expenditure votes.
 - ii) the attendance of Councillors at conferences, seminars, etc., other than those detailed in this policy, will be permitted from time to time, providing that all associated costs can be absorbed within existing, approved expenditure votes.
 - iii) Council must, for its information, be notified of any proposal to attend any conference, seminar, etc., as provided in ii) above.
 - iv) Prior to attendance at any conference, seminar, etc., the agenda for such conference, seminar, etc., will be reviewed by the General Manager and Senior Staff or the Mayor, General Manager and Senior Staff as appropriate, to ensure that the conference, seminar, etc., is relevant and appropriate and justifies attendance.

As far as is possible, a schedule of conferences, seminars, etc., proposed to be attended in the forthcoming year, together with proposed training programs, will be included for consideration in conjunction with Council's Operational Plan.

7. Representation at these Conferences shall be as follows:-

- a) The Annual Conference of Local Government New South Wales:
 - ❖ Mayor as Delegate
 - ❖ General Manager
 - ❖ Two (2) Councillors as Observers
- b) The Annual Conference of the Local Government Managers Australia:

Submitted to Council: 29 July 2015

..... General Manager Mayor



- ❖ The General Manager for the full Conference; and
 - ❖ One (1) other appropriate qualified or near qualified Staff member for two (2) days.
 - c) The Annual Conference of Institute of Public Works Engineering Australia and associated Field Days:
 - ❖ The Director – Engineering Services for the full Conference; and
 - ❖ The Project Engineer for two (2) days.
 - ❖ In addition, Council’s Plant Committee and other Staff, as determined by the Director – Engineering Services, from time to time, be permitted to attend the Field Days.
 - d) The Annual Conference of the Environmental Health and Building Surveyors Association:
 - ❖ The Director – Environmental Services.
 - e) The Annual Conference of the Country Libraries Association of NSW:
 - ❖ One (1) elected member, and
 - ❖ Council’s Librarian.
8. Councillor expenses may not be used to support attendance by Councillors at political fund-raising functions.
9. At all times travel is to be by Council vehicle unless Council determines another mode of travel is to be used as circumstances may, from time to time, warrant.
10. The spouses of Councillors and Staff be permitted to travel to regular or approved Conferences, Seminars, etc., in Council vehicles, however, Council will not be responsible for any other expenses of spouses.
11. Allowances for travelling and sustenance are to be based on reimbursement for actual costs incurred as follows:-
- a) Accommodation: Up to, but not exceeding a standard equivalent to that of ☆☆☆ Motel classification. Council may however take advantage of negotiated tariffs irrespective of the motel/hotel classification, provided that such tariffs are no greater than those applicable to the abovementioned classification.
 - b) Out-Of-Pocket Expenses: To be paid in addition to accommodation, to a maximum of One hundred dollars (\$100.00) per day. If this limit is exceeded a request for reimbursement must be made to the full Council.
12. No expenses will be paid or reimbursed unless incurred in accordance with this policy.
13. The Council shall provide to Councillors, at the expense of Council, an Ipad to assist them in carrying out the duties of civic office. Council will also provide, at its expense, communication costs associated with the Council use of the Ipad/device.
14. The Council shall provide a mobile phone to the Mayor and meet the cost of all official calls and communication costs up to a maximum of \$100 per month.
15. The Council shall provide a corporate credit card to the Mayor to be used on official Council business. The credit card is to be managed in accordance with Council’s credit card policy.



16. Council will provide the opportunity, and encourage Councillors to undertake, training and education as provided by Local Government New South Wales Learning Solutions as provided in the annual budget and authorised by Council. The training or educational course must be directly related to the Councillor's civic functions and responsibilities.
17. Council will provide access for Councillors with special needs, such as sight and hearing impairment and physical disabilities that will facilitate the Councillor's normal civic duties; as the need arises.
18. Council will provide all reasonable sustenance, etc., to Councillors as is appropriate to their carrying out the duties of civic office.
19. Legal Advice/Expenses:-
That in the event of:
 - (1) any enquiry, investigation or hearing by any of:-
 - ❖ the Independent Commission Against Corruption;
 - ❖ the Office of the Ombudsman;
 - ❖ the Department of Local Government and Co-Operatives;
 - ❖ the Police;
 - ❖ the Director of Public Prosecutions; or
 - ❖ the Local Government Pecuniary Interest Tribunal,
 - ❖ any other properly constituted authority
 - ❖ Council's Conduct Review Committee/Review into the conduct of a Councillor; or
 - (2) legal proceedings being taken against a Councillor, arising out of or in connection with the Councillor's performance of his or her *civic* duties or exercise of his or her functions as a Councillor, Council shall reimburse such Councillor, after the conclusion of the enquiry, investigation, hearing or proceeding, for all legal expenses properly and reasonably incurred, given the nature of the enquiry, investigation, hearing or proceeding, on a solicitor/client basis, PROVIDED THAT:-
 - (a) the amount of such reimbursement shall be reduced by the amount of any moneys that may be or are recouped by the Councillor on any basis; and
 - (b) that the enquiry, investigation, hearing or proceeding results in a finding substantially favourable to the Councillor.
20. Council shall provide insurances against public liability and professional indemnity for Councillors for matters arising out of the performance of their civic duties and the exercise of their Council function.
21. Any disputes arising from this policy will be reviewed by Council's Staff Committee.
22. Councillor annual fees do not fall within the scope of this policy.
23. This policy also applies to an Administrator of Council should one be appointed.

Submitted to Council: 29 July 2015

..... General Manager Mayor



Item: 6.8 **Ref:** WO/2015/01199
Title: Entering & Sealing of Rate Book – 2014/2015 Year
Author: General Manager
Previous Items: Not Applicable
Attachment: No

Report:

The Final Reconciliation of Rates for the 2014/2015 year has now been completed and a copy is tabled for Council’s information. Approval is now sought for the document to be signed by the Mayor and the General Manager under the Common Seal of Council.

RECOMMENDATION:

That the Common Seal be affixed to the 2014/2015 Rate Book Reconciliation and be attested to by the Mayor and the General Manager.

Item: 6.9 **Ref:** WO/2015/01199
Title: Initial Reconciliation of Valuations to Rates Levied – 2015/2016
Author: General Manager
Previous Items: Not Applicable
Attachment: No

Report:

The Initial Reconciliation of valuations to rates levied as at the 1 July 2015 has now been completed and a copy is tabled for Council’s information. Approval is now sought for the Common Seal to be affixed to this document.

RECOMMENDATION:

That the Common Seal be affixed to the Initial Reconciliation of valuations to rates levied as at the 1 July 2015 and be attested to by the Mayor and General Manager.

Submitted to Council: 29 July 2015

..... General Manager Mayor



Item: 6.10 **Ref:** WO/2015/01400
Title: Referral to Committee of the Whole - Risk & Audit Committee Members
Author: General Manager
Previous Items:
Attachment: No

Introduction:

Council approval is sought for matters to be discussed in Committee of the Whole.

Report:

Council approval is requested to refer matters for discussion in Committee of the Whole in accordance with the provisions of Section 10 of the Local Government Act, 1993.

Approval to refer the matters to Committee of the Whole is sought because the reports relate to personnel matters concerning particular individuals (other than Councillors).

RECOMMENDATION:

That, in accordance with the provisions of Section 10 of the Local Government Act, 1993, the matters of “Risk & Audit Committee Membership” be referred to be discussed in Committee of the Whole for the reason that this report relates to personnel matters concerning particular individuals (other than Councillors).

Submitted to Council: 29 July 2015

..... General Manager Mayor



Ref: WO/2015/01385

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

Item 9:

Management
Review Reports

Submitted to Council: 29 July 2015

..... General Manager Mayor



FINANCE AND ADMINISTRATION

1. Librarian's Report:

No report was submitted at time of print.

Donna Garrad
Librarian

2. Listing of Bank Balances for the Month of June 2015

The Cash Book for each Fund has been reconciled with the appropriate Bank Pass sheets for the Month of June 2015 and the Reconciliations have been entered in the Cash Book.

	<u>2015</u>	<u>2014</u>
General	\$2,759,669.06	\$ 1,757,424.30
Interest Earned (YTD)	\$ 34,306.19	\$ 23,939.33

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 June 2015

Please see the following Report for the investments placed in June 2015.

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: 29 July 2015

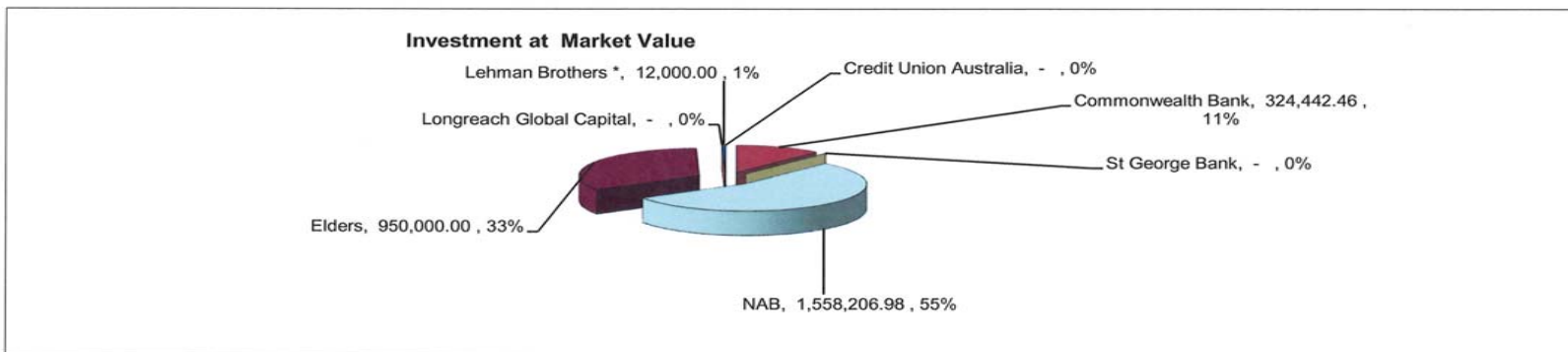
..... General Manager Mayor



REGISTER OF INVESTMENTS TO 30/06/2015

Institution	Type	Placement Date	Term (Days)	Maturity Date	Rate	Est. Interest	YTD Interest	Amount Invested	YTD Redemption	Est. Market Value At 30/06/15	Estimated Loss CDO and FRN	Actual Loss CDO and FRN	MV % of Portfolio
Commonwealth Bank	Term Deposit	17/05/2015	240	17-Jan-16	3.05%	6506.63	10625.26	324,442.46	-	324,442.46	0.00	0.00	11.42%
National Australia Bank	Term Deposit	19/06/2015	90	20-Sep-15	2.90%	4290.41	20816.11	600,000.00	-	600,000.00	0.00	0.00	21.04%
Elders Rural Bank	Term Deposit	2/02/2015	180	28-Aug-15	3.15%	14757.53	26438.63	950,000.00	-	950,000.00	0.00	0.00	33.31%
National Australia Bank	Term Deposit	11/06/2015	90	11-Sep-15	2.90%	6904.55	32963.62	965,578.62	-	965,578.62	0.00	0.00	33.86%
						32,459	90843.62	2,840,021.08	-	2,840,021.08	0.00	0.00	99.63%
Longreach Global Capital	Property Note	3/12/2007	365	28-Nov-14	0.00%	-	0.00	500,000.00	500,000.00	-	0.00	0.00	0.00%
						-	0.00	500,000.00	500,000.00	-	0.00	0.00	0.00%
Lehman Brothers		Prior to											
Morgan Stanley	CDO	30/06/2009	365	20/06/2015	4.20%	20,988	0.00	500,000.00	-	12,000.00	-488,000.00	0.00	0.42%
						20,988.40	-	500,000.00	-	12,000.00	-488,000.00	0.00	0.42%
grand totals						90,843.62	3,840,021.08	500,000.00	2,852,021.08	-488,000.00	0.00	0.00	100.05%

Capital Value of Portfolio	3,840,021.08
Redeemed Value of Portfolio	500,000.00
Market Value of Portfolio 30/06/15	<u>2,852,021.08</u>
Estimated Profit/(Loss) 30/06/15	<u>(488,000.00)</u>



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 Rose Stroebel (Responsible Accounting Officer)

Submitted to Council: 29 July 2015

..... General Manager Mayor



4. Tourism Report

June 2015

Walcha Mountain Festival Meeting

Tuesday 23 June/ 21 July

The Festival organisation is coming along nicely, we have a very organised and proactive committee and we are hoping for a bigger and better festival after last years' success.

**Inland NSW, Bauer Media & Travel In (the digital platform created by the
aforementioned partnership) Wednesday 8 July**

We, New England High Country (NEHC) as a group, organised an information session for all of our accommodation operators, telling them about NEHC, our funding application success, our relationship with Inland NSW & Bauer Media and the new digital platform, "Travel In", Inland & Bauer are launching in late July. There is a 3 month free trial (otherwise a 5% booking fee) so I am hoping to get all of my operators on board for at least this 3 month trial, the perfect opportunity to see if being online-bookable is advantageous to them. There is a fair bit of opposition to online booking in general due to the fees associated, however normal sites (Wotif etc) charge 15% of the fee so this is a good deal. Six Walcha operators were able to attend on the day, all showed a avid interest in being involved. Several others were interested but not able to attend, I will get the relevant information to them or organise another information session.

Walcha Brochure

The new brochure is attached to the report for Council consideration.

Snow

God bless the Antarctic Vortex!! Whilst the snow may have been a nightmare for the road engineering department of Council, it was a blessing for Tourism. For around ten days there was noticeably more traffic on roads, visitors to town, and telephone enquiries - all aimed at the snow. On Sunday, enroute to Quirindi for the Junior rugby, I spotted around 30 cars parked on the roadside and another 20-30 cars in traffic on the Topdale Road, obviously experiencing the only snow left in the district, you can often drive this road and see less than a handful of vehicles. It is very rare that we can guarantee a snow experience for enquiring visitors, even for people as close as Port Macquarie as it melts before they get here. Accommodation was full, cafes and pubs were busy. A great outcome for Walcha tourism.

Susie Crawford
Walcha Tourism Manager

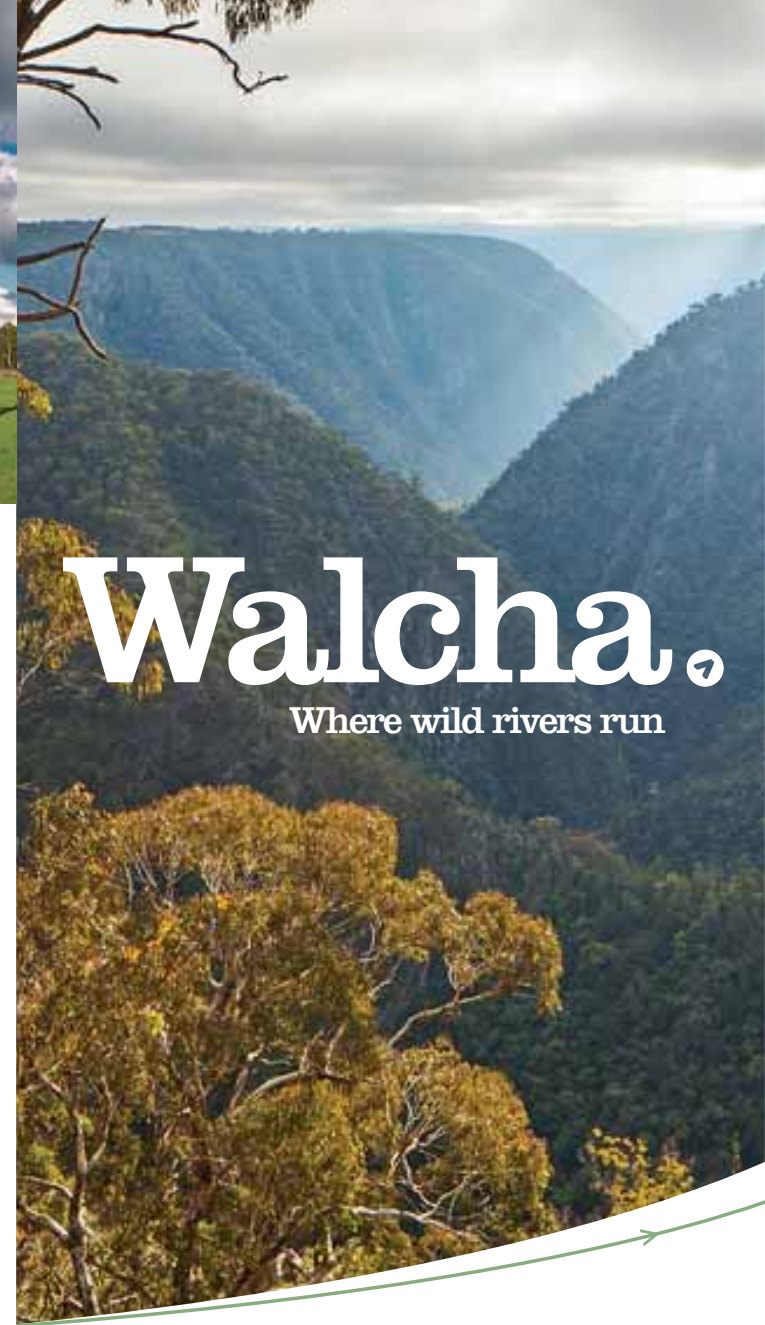
POPULATION	Town 1,800 Shire 3,100
STOCK	Cattle 75,000 Sheep 850,000
ELEVATION	Town 1067m (3051') Highest point over 1400m (4593')
AVERAGE RAINFALL	Town 660mm (26") Highest over 1270mm (50")
TEMPERATURE	Summer averages: maximum 25°C, minimum 12°C Winter averages: maximum 12°C, minimum -2°C

HISTORICAL FACTS

- Home to Dunghutti/Dunggadi Tribe for 6,000 years
- Oldest town and first settlement on the New England Tablelands
- European Discovery by explorer John Oxley 1818
- Walcha's Open Air Gallery has the most public art per head of population in Australia
- In 1950 Walcha Road Train Station became the busiest non-metropolitan freight terminal in NSW. This was due to the aerial spreading of superphosphate, an Australian first, which saw stock carrying capacities treble.
- Oxley Wild Rivers National park has over 1,100 recorded plant species – more than any other National Park in NSW.
- In 2014, Walcha became home to the world's finest 'paddock grown' bale of wool, at 11.6 microns

WELL KNOWN LOCAL IDENTITIES

John Oxley	Explorer
Nat Buchanan	Explorer and pioneering pastoralist
Esther Stace	World record 'Highest Sidesaddle Jump', clearing 6'6"
Casey Stoner	Moto GP World Champion



Walcha.

Where wild rivers run

ARRIVALS AND DEPARTURES

BY AIR OR RAIL

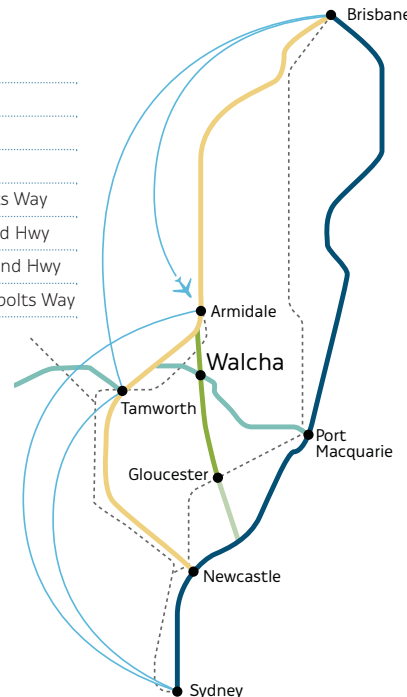
- Tamworth and Armidale are approximately a one hour flight to/from Sydney, there are several daily commercial flights. An airstrip is available for private use at the Walcha Aerodrome 5km west of Walcha.
- Daily train services to/from Armidale and Sydney are available via Walcha Road. A bus transfer is available to/from Walcha for the Sydney service.

DISTANCES

- Armidale 65km
- Tamworth 90km
- Gloucester 146km
- Port Macquarie 82km
- Sydney 410km via Thunderbolts Way
- Sydney 496km via New England Hwy
- Brisbane 525km via New England Hwy
- Newcastle 270km via Thunderbolts Way

KEY

- New England Highway
- Pacific Highway
- Oxley Highway
- Thunderbolts Way
- Bucketts Way
- Rail Service
- Flights



Walcha Visitor Information Centre
51w Fitzroy Street, Walcha NSW 2354
Phone 02 6774 2460

www.walchansw.com.au



new
england
high
country

#newenglandhighcountry

history

national parks

THE SURROUNDING NATIONAL PARKS OF WALCHA ARE DRAMATIC, AWE INSPIRING AND SPECTACULAR ... THIS IS 'WHERE WILD RIVERS RUN'.

OXLEY WILD RIVERS NATIONAL PARK

- Apsley Falls – camping (fee applicable), day use area, bushwalks and lookouts (wheelchair accessible), RV friendly, sealed road
- Tia Falls – camping (free), day use area, bushwalks and lookouts, RV friendly, 6km unsealed road from Oxley Highway
- Budds Mare – camping (free), day use area, bushwalks and lookout, unsealed road from Moona Plains, 2WD dry weather access only
- Riverside – camping and day use area (fee applicable, permit and key required), low range 4WD access only, no trailers, fishing (permit required), swimming, bushwalks, unsealed road from Moona Plains
- Youdales Hut – camping and day use area (fee applicable, permit and key required), low range 4WD access only, no trailers, access is via Kangaroo Flat Road, unsealed from the Oxley Highway
- Green Gully Track – award winning four day remote walk, with restored stockman's huts as accommodation. Fee applicable, bookings essential through NPWS 02 6777 4700.

WERRIKIMBE NATIONAL PARK

Werrikimbe NP has some beautiful areas that are accessed from Kangaroo Flat Road, unsealed from the Oxley Highway:

- Mooraback – camping (free) and day use area. Mooraback Nature Trail, 30 minute walk. Platypus Pools loop, two hour walk.
- Cobcroft – day use area, Carabeen Walk – one hour through rainforest. Located on Cobcroft Road, continue onto Fenwickes Road, driving through beautiful forests and an alternate way back to the Oxley Highway as an alternate route back from Mooraback.

COTTAN-BIMBANG NATIONAL PARK

- Myrtle Scrub Road – unsealed, 2WD dry weather access only. An hour loop tourist drive off the Oxley Highway through rainforest. Day use area in the rainforest on the Cells River.

MUMMEL GULF NATIONAL PARK

- Mummel Forest Road – tourist drive loop off the Oxley Highway, returning to Walcha along Brackendale Road OR Upper Yarowitch River Road
- New Country Swamp – camping (free) and day use area. Mummel Gulf Walk – 30 minute loop walk.

NOWENDOC NATIONAL PARK

- Jacky Barkers Camping Area – camping (free) and day use area, walking tracks. Access 5km along Wrights Road, 4WD access only, trailers permitted, 6.5km south of Nowendoc on Thunderbolts Way.

DRIVES – OFF THE BEATEN TRACK

ACROSS OXLEY WILD RIVERS NATIONAL PARK

Low range 4WD required. Recommended two day drive (camping at Daisy Plains Huts) or eight hours return to Walcha from Mary's View

Walcha – Kangaroo Flat Road (55km east of Walcha on the Oxley Highway) – Mooraback Road – Racecourse Trail (4WD) – Coachwood Road – Carrai Road – Old Kempsey Road – turn left to go to Armidale / turn right to Kempsey

- Diversions en-route
 - Mary's View – Amazing lookout with 270° views of the New England tableland, Macleay River, Oxley Wild Rivers NP and gorges. At Kookaburra turn onto Carrai Road, follow signs along Cochrane and Warrick Roads via Daisy Plains.
 - Hoppy's Lookout – 3km north of Racecourse Trail and Coachwood Road intersection
 - Georges Junction (Georges and Macleay Rivers junction) on the Armidale- Kempsey Road (back towards Armidale). Fishing, swimming, camping.

WAUCHOPE WANDERER

Low range 4WD required. Expected time from Walcha to Wauchope, four hours. Walcha – Kangaroo Flat Road (55km east of Walcha on the Oxley Highway) Mooraback Road – Racecourse Trail (4WD) – Brushy Mountain (three options). Creek crossings may be impassable after heavy rain.

- Cockerawombeeba Road – (diversion Plateau Beech) – Oxley Highway
- Camerons Bluff – Forbes Forest Road – Mount Boss – Oxley Highway
- Hastings Forest Way – Wauchope

WINGHAM WANDERER

MANNING VALLEY CARTOSCOPE MAP

2WD high clearance. Unsealed, NOT all weather, SUV/4WD recommended. Walcha – Knodingbul Road (Stockyard Creek – 85km) – Blue Knob Road – Glenwarrin Road – Ellenborough Falls – Elands – Ashlea Flat – Wingham

- Alternatively – Mt George – Cooplacurripa/Nowendoc Road – Nowendoc – Walcha

ENFIELD FOREST ROAD: MANNING VALLEY CARTOSCOPE MAP

2WD high clearance. Unsealed, NOT all weather SUV/4WD recommended. Four hour loop. Road conditions: poor in sections, possibility fallen trees, 4WD access is poor in wet.

Walcha – Enfield Forrest Road (60km east of Walcha on the Oxley Highway) – Enfield Range Road – Cooplicurripa/ Nowendoc Road (RHT) – Nowendoc – Walcha Walcha – Enfield Forest Road (60km) east of Walcha on the Oxley Highway) – Enfield Range Road (60km at least 1.5 hours) – Cooplacurripa/ Nowendoc Road (37km / 45 minutes) – Nowendoc – Walcha (via Thunderbolts Way or Brackendale Road)

MUMMEL GULF NATIONAL PARK EXPLORER

2WD high clearance. Unsealed, NOT all weather SUV/4WD recommended. 2.5 hour loop. A beautiful scenic drive through rainforest, State Forest and Mummel Gulf NP.

52 km south on Thunderbolts Way – Hell Hole Road – Riamukka – Mummel Forest Road – Enfield Forest Road – Oxley Highway – Walcha

ABORIGINAL PEOPLE: 6,000 YEARS

The Dunghutti (or Dunggadi) Tribe are believed to have lived in the region for around 6,000 years prior to European settlement. The tablelands served as a place for ceremonies – evident by traces of Bora grounds near Walcha – and a place to trade goods. In the cooler months the tribe retreated to the eastern gorge country where it was warmer and fish and animals were plentiful.

EUROPEAN DISCOVERY: 1818

Explorer, John Oxley was the first 'official' European to the district. In search of new farming lands beyond the Hunter Valley, he climbed the steep rugged ranges, and traversed from west to east over the southern end of the tableland he had discovered, now known as the New England. On 8 September 1818, Oxley and his expedition camped by a good waterhole on the Apsley River (named after the Secretary of the State for the Colonies, Lord Apsley) approximately 11.2 km south of the current township of Walcha. Oxley wrote of this new found country in his journal as being *'the finest open country, or rather park, imaginable'*. A country of *'running waters; on every hill a spring and in every valley a rivulet'*. He reported this to his friend Hamilton Collins Sempill of 'Belltrees' in the Hunter Valley who was to become the first settler to the area.

EUROPEAN SETTLEMENT 1832

Hamilton Collins Sempill, the first settler, based his headquarters near the campsite used by Oxley in 1818. He established a 25,000ha run which he named 'Walcha', building slab huts not far from where 'Langford Homestead' now stands.

THE TOWN AND OTHER SETTLERS

Within a few years other pastoral runs, Ohio, Bergen-op-Zoom, and Europambela, were established; taking up the valleys and creeks running into the Apsley River. During the 1840's the district was sparsely occupied by men with sheep, and names and localities heard today date from that time – Surveyors Creek, Aberaldie, Ingleba, Glen Morrison, St Leonards, Branga Park, Branga Plains, Waterloo, Yarowitch, Tia, Emu Creek, Moona Plains, and Winterbourne. In the 1840's, Sempill returned to Scotland and his Walcha run was subdivided. Near the head station, occupied by Jamieson and Mackenzie in 1845, a small village developed with an inn, store and post office, blacksmith and butcher. This service centre – situated at the crossroads leading north-south and east-west and on a permanent waterhole – developed into the town of Walcha.

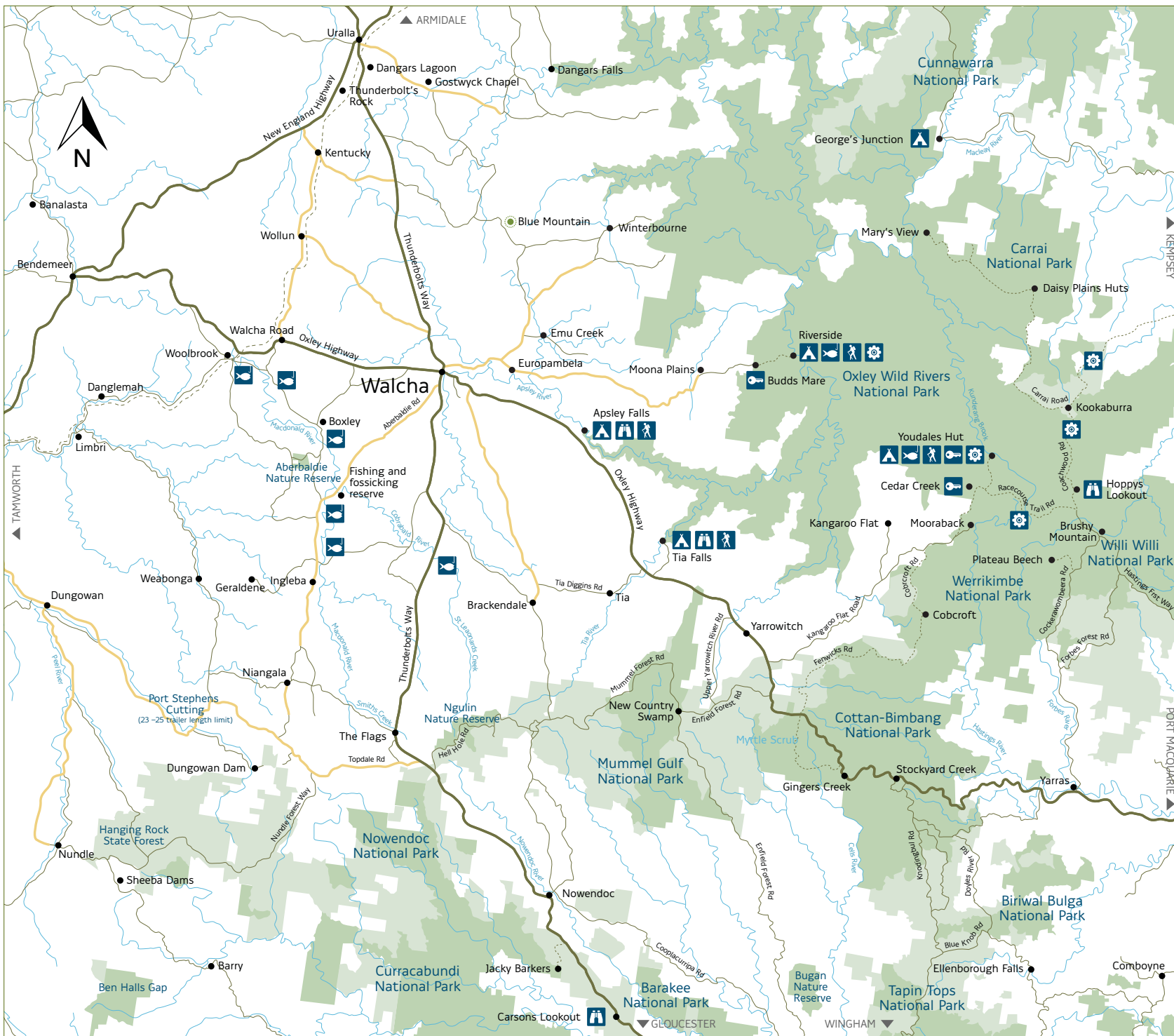
INDUSTRY

Wool dominated the economy since early days with diversification into fat lambs, beef cattle, timber harvesting and milling.







THE DERIVATION OF THE NAME WALCHA ... A MYSTERY

The name, Walcha (*Wal-ka*), could have been derived from Aboriginal origins, with three potential meanings *sun*, *deep waterhole* and *water*. However the spelling strongly suggests that the origins came from the association of two pastoral properties, Walcha Run and Bergen-op-Zoom Run, with places in the Netherlands. The town of 'Bergen-op-Zoom' stands on the Walcheren River, and these places were well known to the early settlers because of a major campaign in 1809 called the Walcheren Expedition, fought during the British wars with Napoleon.





MAP KEY

-  Camping Page 54
-  Fishing
-  Lookout
-  Bushwalking
-  4WD access only
-  Locked gate, limited access



Free app

Experience the thrill of altitude and marvel at our spectacular waterfalls, gorges, World Heritage National Parks, cool-climate vineyards and a fascinating and diverse cultural heritage.



Search 'experience the highs'
Available for iPad and iPhone
www.experiencethehighs.com.au

IN TOWN

46. Anglea House – B&B self contained	02 6777 2187
47. Valley Views Cottage – B&B self contained	02 6777 2877
48. Walcha Guesthouse – B&B self contained	0488 775 891
49. Walcha Royal Café and Accommodation	02 6777 1117
50. Apsley Arms Hotel	02 6777 2502
51. Commercial Hotel	02 6777 2667
52. New England Hotel/Motel	02 6777 2532
53. Walcha Motel	02 6777 2599
54. Walcha Caravan Park	02 6777 2501

OUT OF TOWN

55. Brookmount Retreat	02 6777 9127
56. Cheyenne Wilderness Retreat	02 6777 9172
57. Eagle Ridge Retreat	0467 779 189
58. Lochlorian Trout Fishing and Getaway	02 6769 2335
59. Nowendoc Country Motel	02 6777 0952
60. Schoolhouse @ Nowendoc House	02 6777 0972
61. Oakbourne Cottage, Gingers Creek	02 6777 7511
62. Red Hill Farmstay, Yarrowitch	0428 695 184
63. Venterfair Rural Retreat	02 6777 6558
64. Walcha Road Hotel	02 6777 5829
65. Woodhaven Cottage, Kentucky	0401 463 742

eat

66. Café Amor	02 6777 2130
67. Café Graze	02 6777 2409
49. Walcha Royal Café and Accommodation	02 6777 1117
53. Embers Restaurant	02 6777 2599
50. Apsley Arms Hotel (off licence)	02 6777 2502
51. Commercial Hotel (off licence)	02 6777 2667
52. New England Hotel (Chinese/off licence)	02 6777 2026
68. Ex-Services Club (Chinese/Bistro)	02 6777 2231
30. Bowling Club (Bistro)	02 6777 2077
69. The Microns Pie Shop and Café	02 6778 0067
70. Thunderbolts Café Takeaway	02 6777 2295
71. Apsley Café Takeaway	02 6777 1000
72. Marta's Kitchen	02 6777 2857
73. West End Store Takeaway	02 6777 2613
74. Walcha Road Hotel	02 6777 5829
75. Kentucky General Store	02 6778 7320
76. Restaurant Pinot, Kentucky	02 6778 7473

see+do

TOWN

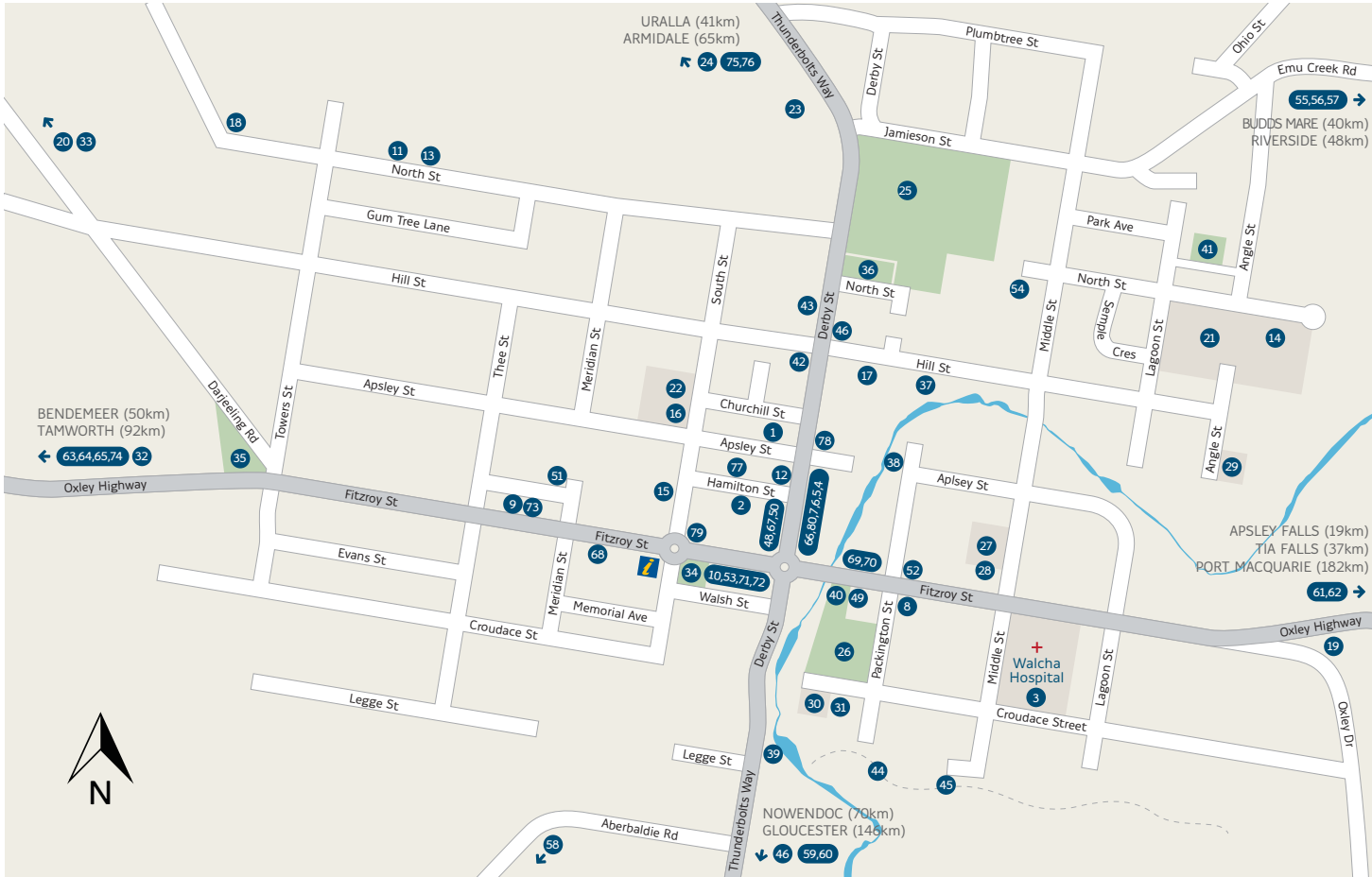
Open Air Gallery	Self-guided tour, brochure available
Historic Building Walk	Self-guided tour, brochure available
Pioneer Cottage Museum (44.)	Weekends, public holidays, or by arrangement
Langford Homestead (46.)	Tours by prior arrangement 02 6778 0395
Koala Walk/Nivison Lookout (45.)	South eastern ridge of town
Apsley River Walk	Levee bank footpath
Walcha Farmers Market	Third Saturday of the month, McHattan Park
Trash'n Treasure Market	Third Saturday of the month, Derby Street
Quota Christmas Markets	Last Saturday in November, McHattan Park

RETAIL

Walcha Gallery of Art (48.)	0488 775 891
Hamilton Street Art Gallery (77.)	0438 258 600
Antique Junque (78.)	02 6777 2864
The New Birds Boutique	Fashion, 02 6777 2002
Paperdolls House	Fashion, homeware and gifts, 02 6777 2233
Savvy on Derby	Children's clothes, gifts, 02 6777 1044
Café Graze (56.)	Gifts and homewares, 02 6777 2409
Walcha Creative Arts (79.)	Handmade gifts, craft, 02 6777 2802
Walcha Handmade (80.)	Handmade gifts, craft corner, studio

OUT AND ABOUT

Waterfalls	Apsley Falls and Tia Falls, Oxley Wild Rivers NP
Bushwalking	National Parks, see section overleaf
Green Gully Track	Award winning bush hike/trek, Oxley Wild Rivers NP, four days, bookings essential 02 6777 4700
Bicentennial Trail	5,330km trail from North Qld to Victoria
Fishing – Trout	Season October to June long weekends, brochure/map available.
Fishing – Bass	Lochlorian Fish'n Stay 02 6769 2335.
Scenic Drives	Season 1 September to 31 May, permit required
4WD	Brochures available from Visitor Information
On road motorcycling	Geraldine 4WD Park – 02 6777 6502
Cycling	4WD/off-road motorcycling, see section overleaf
	Oxley Highway, 182km Port Macquarie – Walcha
	Thunderbolts Way – 146km Gloucester – Walcha
	Mountain Bike track, Ohio North (<i>travelling stock route</i>) Westpac Rescue Helicopter
	Mountain Bike Challenge, October 75km Road
	Ride Cycling Challenge, October



- Emergency Services**
1. Police Station
 2. Fire Station
 3. Ambulance Station
- General Services**
4. Post Office
 5. Library
 6. Amaro
 7. NRMA Depot/Fuel
 8. Caltex Service Station
 9. Walcha Tyre Service/Fuel
 10. Walcha Telecottage

- Education**
11. National Parks Office
 12. Walcha Council
 13. Dump Point
 14. Multi-Purpose Centre
- Churches and Cemeteries**
15. Anglican Church/Old Stone Church
 16. Catholic Church
 17. Presbyterian Church
 18. Jehovah's Witness Church
 19. Catholic Cemetery
 20. General Cemetery

- Education**
21. Walcha Central School K – 12
 22. St Patricks School K – 6
 23. Walcha Pre-School
- Sporting facilities**
24. John Oxley Playing Fields
 25. Showground
 26. Walcha Oval
 27. Swimming Pool
 28. Squash Courts/Fitness Centre
 29. Tennis Courts
 30. Bowling Club

- Parks and Lookouts**
31. Rugby Club
 32. Golf Club
 33. Racecourse
 34. McHattan Park (toilets)
 35. Lions Club Park (toilets)
 36. Quota Park (toilets)
 37. Sempill Park
 38. Apsley River Park
 39. John Oxley Cairn and Park
 40. Captain Cook Park (toilets)
 41. Apex Park

- Other**
42. ANZAC Park and Cenotaph
 43. Pioneer Cottage and Museum
 44. Koala Walk
 45. Nivison's Lookout
 46. Langford Homestead



ENGINEERING SERVICES

5. Wages & Overtime Summary

<u>Pay Period</u>	<u>Week Ending</u>	<u>Overtime Hours</u>	<u>Amount (\$)</u>
52	21/06/2015	54.50	2,423.70
1	28/06/2015	117.00	5,045.24
2	05/07/2015	110.50	4,774.61
3	12/07/2015	88.75	3,720.34
TOTAL		427.00	\$15,963.89

6. Shire Roads Maintenance

The following maintenance activities occurred during the period from 11 June 2015 – 11 July 2015:

Gravel Surface:

The following roads received maintenance grading during this period:

- St Leonards Creek Rd
- Wauch's Rd
- East Lynne Rd

Guide Post Maintenance:

Guide post maintenance occurred in the Yarrowitch Zone

Pothole Patching:

Pothole patching occurred on Brackendale and Winterbourne Roads.

Vegetation Control:

Vegetation control was carried out on the following roads:

- Wollun Road
- Kangaroo Flat Road

State Highway 11:

- Culvert Numbering Completed
- Safety Improvements
- Safety improvement works are close to completion, only tensioning of the wire rope remains.
- Culvert Relining and Replacement Works:

These works have been successfully completed, with only minor patching required on one of the culverts relined by Interflow.

- Super patches have been successfully completed.
- Maintenance:

Roadside spraying, which targeted saplings, Crack Sealing and Pothole Patching

Submitted to Council: 29 July 2015

..... General Manager Mayor



Regional Roads:

- “Glen Eagle” Rehabilitation:

Work is close to completion, with recent weather holding back sealing. Weather permitting; sealing will be completed in the near future.

Works In Town:

Tree and garden maintenance.

Proposed Works for the Coming Period:

Shire Roads:

- Gravel re-sheeting will take place on the Brookside Road.
- Grading will occur on the following roads
 1. Flags Niangala Rd
 2. Eulo Rd
 3. Eulobah Rd
 4. Forest Way
- A ramp on the Hazeldene Road will also be removed.

State Highway 11:

- Finalise wire rope and sign safety improvements.
- Maintenance:

Roadside spraying, which will target saplings, Crack Sealing, Pothole Patching and Culvert Cleaning

Regional Roads

Finalise the “Glen Eagle” rehabilitation.

Works In Town:

Tree and garden maintenance.

7. Water Matters

Water usage for the month of May 2015 was as follows:

- ❖ Monthly Usage – 9.53 Megalitres
- ❖ Daily Usage – 307 Kilolitres
- ❖ Usage per person/day – 230 Litres

Level 2 – introduced 23 June 2015 – Targe Usage 190 – 230 Litres / Person / Day



ENVIRONMENTAL SERVICES

8. Development

Development Approvals and Refusals for June 2015

Information is being provided on development approvals and refusals for the month of June 2015. The following data details the development approvals issued by Council and private certifiers for June 2015 for the entire Local Government Area. A listing of development applications outstanding with a status has also been provided.

Development Applications					
Approvals:					
DA No.	Description	Location	Applicant	Determined	Determination
10.2010.1032.2	Subdivision of Land	Subiaco, 831 Mitchell Hill Road YARROWITCH 2354	J Etheridge	25/06/2015	Approved – Delegation
Monthly Estimated Value of Approvals: \$0.00					
Refusals:					
DA No.	Description	Location	Applicant	Determined	Determination
Nil					

Development Applications Outstanding				
DA No.	Description	Location	Applicant	Status
10.2015.10	Alterations & additions to dwelling	167W Evans Street WALCHA 2354	J A Payne	Neighbour Notification
10.2015.11	Residential subdivision of land	167W Fitzroy Street WALCHA 2354	Bath, Stewart Associates P/L	Assessment
10.2015.12	Multi dwelling housing & consolidation of lots	8N Middle Street WALCHA 2354	T Dawson	Assessment
10.2015.13	Single new dwelling	199 Oxley Drive WALCHA2354	A K McDarmont	Neighbour Notification
Total: 4				

Construction Certificates					
Approvals:					
CC No.	Description	Location	Applicant	Determined	Determination
Nil					
Issued by Private Certifier					
CC No.	Description	Location	Applicant	Determined	Determination
11.2015.9	Alterations & additions to dwelling	161 Oxley Drive WALCHA 2354	D J J Jones	10/06/2015	Approved – Private Certifier
Monthly Estimated Value of Approvals: \$57,000.00					

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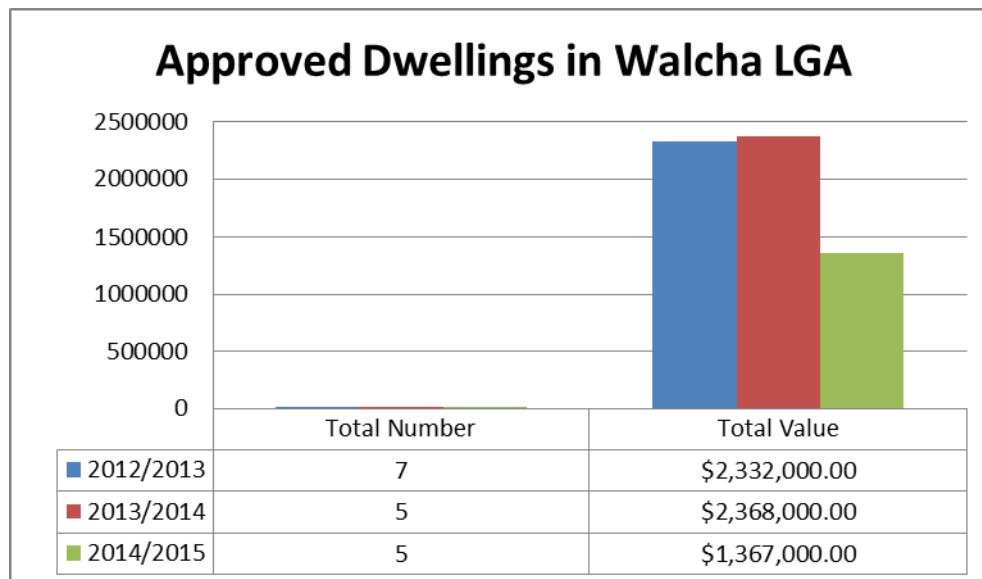


Construction Certificates Outstanding				
CC No.	Description	Location	Applicant	Status
11.2015.8	Alterations & additions to dwelling	167W Evans Street WALCHA 2354	J A Payne	Awaiting additional information
11.2015.10	Single new dwelling	199 Oxley Drive WALCHA 2354	A K McDarmont	Assessment
				Total: 2

Complying Development Applications					
Approvals:					
CDC No.	Description	Location	Applicant	Determined	Determination
Nil					
Issued by Private Certifier					
Nil					
				Monthly Estimated Value of Approvals: \$0	

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

For information purposes a summary of the number of dwellings approved, including their values, in the Local Government Area for the previous three financial years is provided.



Submitted to Council: 29 July 2015

..... General Manager Mayor



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	
2013-2014	2014-2015
91	126

9. 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:

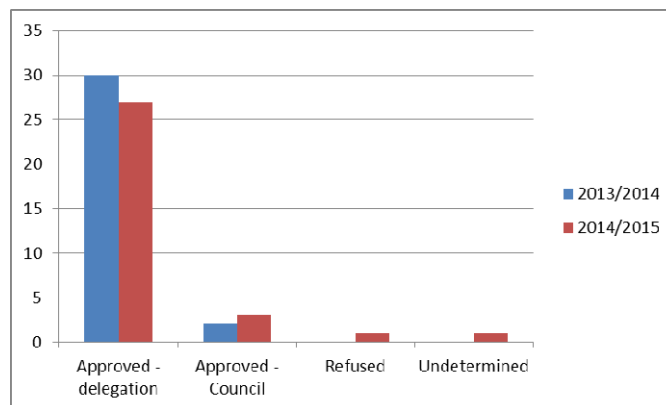
- *Companion Animals Act 1998* e.g. dogs not under effective control & nuisance dogs (barking),
- *Local Government Act 1993* e.g. overgrown land, and
- *Protection of the Environment Operations Act 1997* e.g. dumping of rubbish.
- *Food Act 2003* e.g. hygiene and handling

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

Environmental Services Complaints June 2015	
Barking dogs	2
Dog attacks	2
Stray 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:

29 July 2015

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10. 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 2014/2015	
July	11
August	4
September	9
October	5
November	3
December	4
January	-
February	3
March	7
April	5
May	2
June	4
Total: 57	

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 as at 30 June 2015 is provided.

Food Premises Surveillance 2014/2015				
Category	Number of Premises	Inspections Conducted	Re-inspections Required	Re-inspections Conducted
High Risk	28	28	3	3
Medium Risk	6	6	0	0
Low Risk	7	0	N/A	N/A



11. 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*.

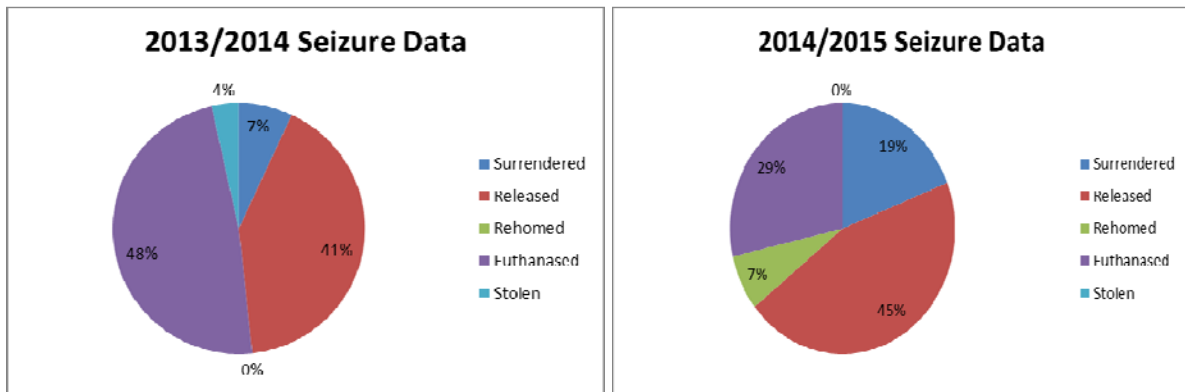
Companion Animals Registrations 2014/2015						
	Desexed	Non desexed	Pensioner desexed	Recognised Breeder	Working	Value \$
Jul	2			5		\$357.00
Aug				4		\$204.00
Sep						\$0.00
Oct	2	3	1	4	1	\$890.00
Nov		1	1		1	\$208.00
Dec	1				1	\$51.00
Jan	1		1		1	\$71.00
Feb		1	2			\$228.00
Mar	4		1			\$224.00
Apr	1		1		1	\$71.00
May	1	1		1		\$290.00
Jun	3	1				\$341.00
TOTAL:	15	7	7	14	5	
GRAND TOTAL:					48	\$2,935.00

Companion Animals Seizures 2014/2015					
	Seized	Surrendered	Released	Rehomed	Euthanased
Jul	0				
Aug	7	3	3	2	2
Sep	2		2		
Oct	2		2		
Nov	3		1	1	1
Dec	3	2	1		2
Jan	0				
Feb	7	1	2		5
Mar	3		3		
Apr	3		3		
May	2	1	1		1
Jun	2	1	1		1
TOTAL:	34	8	19	3	12

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29 July 2015

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12. Walcha Council Community Care

Groups

Women's Group and Wanderer's Group

6 May 2015 – 19 ladies attended morning tea at the Community Day Centre Rooms. I spoke to the group about the new Commonwealth Home Support Program phasing out the HACC program from 1 July 2015 and The My Aged Care concept beginning from 1 July. My Aged Care is a national centralized referral and assessment process for any person needing or wanting a service. Clients that have already been in the system receiving services will not need to be reassessed until something significant changes for them and they need to begin a new service, such as Meals on Wheels.

13 May 2015 – the Wanderers Group enjoyed morning tea at the Community Day Centre Rooms. The morning consisted of craft and activities with lots of fun and laughs.

20 May 2015 – 17 members from the Women's and Wanderer's Group attended the day held in the Day Centre rooms. The theme for the day was "A Stitch in Time". The group enjoyed the display of beautifully created craft work and projects. Some of the ladies brought along some of their own craft work to display and many stories were shared about how each item was created and lovingly put together. The group were thrilled to see a special guest attending the day. Davina Young came in to give a demonstration of her scrapbooking craft work. The group really enjoyed the day with a lovely healthy lunch provided by Marta's Kitchen.

27 May 2015 – the Wanderer's Group enjoyed the day in Armidale where they attended the Armidale Indigenous Centre at the UNE called Ooralla. The Ooralla Aboriginal Centre is a teaching, research and study support centre for internal and external Aboriginal and Torres Strait Islander students at the University of New England. Academic advice, tutorial assistance, a computer room, a resource library, tutorial rooms and a student common room for relaxation and study are all available at the Centre.

Men's Group

12 May 2015 – 21 gentlemen attended morning tea at the Community Day Centre Rooms.

26 May 2015 – 22 gentlemen attended the trip to Quirindi to visit Bobs Shed. The gentlemen were very excited to be heading back to Bob's Shed as they all were very

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..... General Manager Mayor



impressed with what they saw on the previous visit, which was not long enough to see everything on display. Some of the displays included the “Railway Hotel” with many of the old pubs historic items. Across the road is the Mechanics Garage with an original Ampol petrol bowser, a 1950 Vanguard Workshop utility and Ampol sign. Along the way are many classic restored cars the unique “Peter Brocks world”. Included in the intriguing display of Peter Brocks memorabilia is a replica of Peter’s 1985 Mobil Holden Dealer team Racing Commodore. The group enjoyed a great assortment of cakes and slices for morning tea upon their arrival and were then treated to a fantastic barbeque lunch. I have since heard all extremely good comments about the day and what a fabulous assortment and collection of memorabilia Bob and Maralyn have on display for the public to enjoy.



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Transport

Access bus – 13 clients used the service making 64 trips during May 2015.

Bus to Tamworth – 4 clients use the service on 29 May 2015.

Bus to Armidale numbers for May 2015 was as follows:

5 May 2015 – 7 clients – Walcha Service

12 May 2015 – 7 clients - Uralla Service using TCT Bus and Driver

19 May 2015 – 5 client - Walcha bus

26 May 2015 – 4 clients - Uralla Service using TCT Bus and Driver

Meals on Wheels

15 clients received 237 meals in May 2015.

Rural and Remote Exercise Groups

8 clients attended the exercise groups at Niangala.

8 clients attended the exercise groups at Nowendoc.

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..... General Manager Mayor



Feedback and Complaints

There were nil complaints about Walcha Council Care services for this month.

Meetings and Training

13 & 14 May – Transport Forum in Moree. The transport forum had a very full agenda for the two days with the Transport for NSW delegates, Nik Szafraniec and Mary Devine in attendance to keep us informed about any contractual requirements and changes which are related to transport.

14 May – Dementia support group get together in the Community Day Centre rooms.

20, 21 & 22 May – Celebrating Success and Facing the Future Together – 2015 Northern NSW Community Care Conference, held at Opal Cove Resort Coffs Harbour. The conference was timed to coincide with the changes to the Aged Care sector. The speakers delivering topics around these changes and included well known faces in the aged and disability sectors such as; Paul Sadler, current CEO of Presbyterian Aged Care NSW and ACT, Glen Sorensen, Age communications services, Karen Collins, Community Development Officer, Aging and Disability for Tweed Council, Robyn Condon and Susie Dunn and many others too numerous to mention them all. The information from each speaker was extremely relevant to all aspects of community services at the current time and the conference was also a great opportunity to network with other service providers to gather information and expert advice. The evening Gal Dinner was hosted by a special lady by the name of Tracy Barrell. Tracy is a dual Gold Paralympian swimmer and mother of two boys, and was such a fantastic inspirational speaker. Tracy was born without legs and only one arm and decided life was too much fun to sit around feeling sorry for herself. What a fun, motivating person she is. We also danced the night away to the nearly local band “Terra Firma”.

Report for June 2015

Groups

Women’s Group and Wanderer’s Group

3 June 2015 – 21 ladies attended morning tea at the Community Day Centre Rooms.

10 June 2015 – The Wanderers Group enjoyed morning tea at the Community Day Centre Rooms. The morning consisted of craft and game activities. The group participated in a game of indoor bowls.

17 June 2015 – 28 members from the Women’s and Wanderer’s Group enjoyed the trip where they called into Bendemeer for morning tea and a visit to the Bendemeer Craft Centre and a tour of the town. The group then travelled to Kootingal where they had lunch at the Kootingal Bowling Club.

24 June 2015 – the Wanderer’s Group travelled to Tamworth where they visited the Tamworth Marsupial Wild Life Park and the Botanic Gardens. Lunch was held at the Ex-Services Club Restaurant.

Submitted to Council: 29 July 2015

..... General Manager Mayor



Men's Group

9 June 2015 – 12 gentlemen attended morning tea at the Community Day Centre Rooms. The theme was around “Old Tools” and Denise had a collection of useful old tools that she bought in from home. Some of the group also bought along some tools that they have found useful and have some connection to.

23 June 2015 – 15 gentlemen attended the day at Mike and Sheila Faulkner's property “Bona Vista”. Mike and Sheila have a lovely setting where they have built a rustic barbeque entertaining area on the banks of the Apsley River. The men had a fantastic time and enjoyed cooking the sausage sizzle and billy tea and were very appreciative of the Faulkner's opening up their property and the hospitality shown to the group during the day.

Transport

Medical drives for June 2015 – 11 clients utilized the service in which 20 trips to medical appointments were made.

Access bus – 9 clients used the service making 54 trips during June 2015.

Bus to Tamworth - 4 clients use the service on 29 June 2015.

Bus to Armidale numbers for June 2015 was as follows:

2 June 2015 – 3 clients - Walcha Service

9 June 2015 – 4 clients - Uralla Service using TCT Bus and Driver

16 June 2015 – 5 clients - Walcha bus

23 June 2015 – 1 client - Uralla Service using TCT Bus and Driver

30 June 2015 – 6 clients - Walcha bus

Meals on Wheels

13 clients received 209 meals in June 2015.

Rural and Remote Exercise Groups

5 clients attended the exercise groups at Niangala.

8 clients attended the exercise groups at Nowendoc.

Feedback and Complaints

There were nil complaints about Walcha Council Care services during the month of June 2015.

Meetings and Training

11 June – Dementia support group get together held in the Day Centre rooms.

Commonwealth Home Support Program and My Aged Care

The WCCC office has been extremely busy preparing for the current changes in the Aged Care sector. The current Home and Community Care (HACC) program has been transitioning to the Commonwealth Home Support Program (CHSP) from 1 July 2015. These changes are part of the Commonwealth Aged Care Reforms which aim to provide support services that help older people stay in their homes and communities for longer. Over 1 million people in Australia receive aged care services, by 2050 this number is expected to rise to more than 3.5 million older people.



From 1 July 2015, entry and assessment for the Commonwealth Home Support Program takes place through the My Aged Care Gateway, an identifiable entry point to the aged care system for older people, their families and carers. My Aged Care is a national gateway, providing a single entry point for access to Commonwealth funded aged care services.

My Aged Care aims to:

- ◆ provide a standardised national approach from screening through to a comprehensive aged care assessment
- ◆ Centralise all registration and screening
- ◆ Introduce and maintain a central Client Record, providing a consistent, simplified and streamlined client assessment
- ◆ Provide a central client record to allow client information to be appropriately shared with assessors and service providers
- ◆ Provide better access to relevant and accurate information (for clients, carers and family members, service providers and assessors)
- ◆ Match and refer clients for appropriate assessments and services.

The new CHSP will provide entry level support services for people aged 65 years and over (or 50 years and over for Aboriginal and Torres Strait Islander people) who need help to remain living independently at home. Under the new CHSP, the streamlined entry to aged care will make it easier for frail, older people to access information and people will be able to access a wide range of CHSP services such as:

- | | |
|-------------------------------|----------------------------------|
| ◆ Domestic Assistance | ◆ Nursing |
| ◆ Personal Care | ◆ Podiatry |
| ◆ Meals | ◆ Occupational Therapy |
| ◆ Other food services | ◆ Physiotherapy |
| ◆ Transport | ◆ Social Work |
| ◆ Social Support – Individual | ◆ Counselling (Social |
| ◆ Social Support - Group (| worker/psychologist) |
| Previously Centre Based Day | ◆ Speech Pathology |
| Care) | ◆ Dietician/Nutritionist |
| ◆ Home Maintenance | ◆ Goods, Equipment and Assistive |
| ◆ Home Modifications | Technology |

Existing HACC clients will continue to be supported under the new CHSP and are not required to go through My Aged Care for services that they already have in place.

The objectives of the CHSP are to:

1. Provide high-quality support, at a low intensity on a short-term or ongoing basis, or higher intensity services delivered on a short-term or episodic basis, to frail, older people to maximise their independence at home and in the community for as long as they choose, thereby enhancing their wellbeing and quality of life
2. Support frail, older clients aged 65 years and over (50 years and over for Aboriginal and Torres Strait Islander people) through the direct service delivery of planned respite services, which will allow regular carers to take a break from their usual caring duties and support care relationships
3. Support clients to delay, or avoid altogether, the need to move into more expensive forms of aged care (such as Home Care or residential aged care), so that whole-of-system



aged care costs can be kept at a sustainable level as the population ages and the number of people requiring care increases

4. Ensure that all clients, including those with special needs, have equity of access to services that are socially and culturally appropriate and free from discrimination
5. Ensure through the quality framework, including the Home Care Standards, that clients receive high quality services
6. Facilitate client choice – to enhance the independence and wellbeing of older people, and ensure that services are responsive to the needs of clients
7. Provide flexible, timely services that are responsive to local needs

The intended outcomes of the Commonwealth Home Support Program are:

- ◆ Frail, older people with functional limitations are supported to live in their own homes
- ◆ Frail, older people have increased social participation and access to the community, including through the use of technology
- ◆ Frail, older people's psychological, emotional and physical wellbeing and functional status is maintained and/or improved
- ◆ Frail, older people are supported to be more independent at home and in the community, thereby enhancing their quality of life and/or preventing or delaying their admission to long-term residential care
- ◆ Frail, older people are supported in a safe, stable and enabling environment
- ◆ Carers and care relationships are supported
- ◆ Sustainability and service innovation is improved
- ◆ Equitable and affordable access to services is provided.

The Commonwealth Home Support Program will recognise people with cultural or other special needs with appropriate services which reflect the diversity of the population, which align with those identified under the *Aged Care Act 1997*:

- ◆ People from Aboriginal and Torres Strait Islander communities
- ◆ People from culturally and linguistically diverse backgrounds
- ◆ People who live in rural and remote areas
- ◆ People who are financially or socially disadvantaged
- ◆ Veterans
- ◆ People who are homeless, or at risk of becoming homeless
- ◆ People who are lesbian, gay, bisexual, transgender and intersex
- ◆ People who are care leavers
- ◆ Parents separated from children by forced adoption or removal.

The Commonwealth Home Support Program will:

- ◆ Ensure that all clients have equity of access to services and that support is accessible, appropriate and free from discrimination
- ◆ Ensure that services are delivered in a way that is culturally safe and appropriate for older people from diverse backgrounds
- ◆ Ensure through the quality framework, including the Home Care Standards, that grant recipients consider the requirements of special needs groups
- ◆ Support access by grant recipients to translation and interpreting services
- ◆ Consider equity of access for special needs groups in the allocation of new funding.



How do the changes affect WCCC and existing clients and potential new clients requiring services?

- ◆ Existing HACC clients will continue to be supported under the new CHSP and are not required to go through My Aged Care for services that are already in place, however if something significant happens and there is a need for a different service or more services the client will need to be reassessed through the My Aged Care gateway.
- ◆ Inbound referrals can be made via telephone, fax or an inbound referral form available on the My Aged Care website, and are expected to be made by healthcare professionals. This can be done through WCCC if a client needs assistance to contact My Aged Care. An inbound referral is made to the My Aged Care contact centre to initiate registration, screening, assessment for a client.
- ◆ The registration process leads to the creation of a central client record. The client record includes client details (and carer or representative details), details about previous assessments and support plans, and information about service(s) received. Clients will be asked to provide consent to enable their client record to be shared with assessors and service providers.
- ◆ Registration involves collecting client information (such as the client's name, date of birth and Medicare or DVA card number), and the verification of this information with records held at the Department of Human Services to ensure duplicate records are not created.
- ◆ The screening process uses the National Screening and Assessment Form. Contact centre staff will conduct screening by asking a series of questions over the phone to understand a client's needs to determine the appropriate assessment and/or service pathway.
- ◆ Match and Refer for assessment or service is a two-step process. Step one involves searching for appropriate services that meet the client's needs and preferences. A client may be matched to assessment and/or CHSP services. Step two involves contact centre staff sending a referral to an assessment organisation or CHSP service provider, with the client's consent.
- ◆ Assessors will manage referrals via the My Aged Care assessor portal.
- ◆ All assessments will be conducted using the National Screening and Assessment Form (NSAF), and will build on information collected at screening.
- ◆ Home Support Assessment (RAS) - A home support assessment will be conducted face-to-face by the RAS for clients seeking to access CHSP services.
- ◆ Comprehensive Assessment (ACAT) - A comprehensive assessment will be conducted face-to-face by ACATs to determine a client's eligibility for care types under the Aged Care Act 1997 (the Act).
- ◆ During the assessment, the assessor and client work together to develop a Support Plan that reflects the client's needs, goals and service preferences.
- ◆ Assessors will work with clients to match their assessed needs to aged care services, and select the client's preferred service provider(s) for referral.
- ◆ For Commonwealth funded services, assessors will work with clients to select a referral method. Clients can choose to have an electronic referral sent to service providers in order of preference or broadcast to all available service providers. Alternatively, a client can be issued with a referral code which they can self-manage by providing the code to a preferred service provider. The assessor can also provide clients with information about non-Commonwealth funded services.



- All assessment outcomes, preferences and referrals are recorded in the client record.

The transition into the My Aged Care of course has not happened without having some problems being encountered. A few issues so far have been around delays in access to a service and time waiting while contacting the My Aged Care number. Long waiting periods have been experienced for both clients and service providers. Incorrect listings of services and providers on the webpage. In WCCC case the portal information is listed, activated and correct yet some services listed are still not showing up on the My Aged Care website, and despite contacting My Aged Care this has not been rectified or they have not contacted us to look into the issue. There have also been incorrect referrals made for services going to organisations hundreds of kilometers away from where the client lives. Also referrals not showing up on the organisations portal screen when they know that a client has requested services from them.

I also wonder how long the wait will be for a RAS to travel to each client's home to do face-to-face assessment, therefore how long will it take for a client to start a needed service.

These are just some of the problems encountered so far, but given time I am hopeful that the new concept of assessing and referring through a central gateway will be a success. There are always teething problems when something new is designed and we just need to be patient.

On a lighter note, I have just returned from five weeks annual leave in which Mick and I travelled through western Queensland to the Gulf of Carpentaria to visit our son, Josh and his fiancé, Sarah, on Vanrook Station. We had a fabulous time and during my absence Denise and Elaine both did a fantastic job of keeping the clients happy and the office running to normal pace.

RECOMMENDATION: that items included in the Management Review Report, numbered 1 to 12 inclusive, be NOTED by Council.



Delegate Reports

Submitted to Council: 29 July 2015

..... General Manager Mayor

MINUTES OF THE NEW ENGLAND GROUP OF COUNCILS MEETING HELD IN URALLA ON WEDNESDAY, 1 JULY, 2015, COMMENCING AT 10AM.

PRESENT:	Armidale Dumaresq Council:	Cr L Bishop, Mr G Wilcox
	Glen Innes Severn Council:	Cr D Newman, Mr H Basson
	Guyra Shire Council:	Cr H Heitbrink, Mr P Stewart
	Inverell Shire Council:	Cr P Harmon, Mr P Henry
	Uralla Shire Council:	Cr M Pearce, Mr D Connor
	Walcha Council:	Mr J O'Hara
	New England Weeds Authority:	Mr W Deer

APOLOGIES:

Nil.

CONFIRMATION OF MINUTES

RESOLVED (Pearce/Bishop) that the minutes of the meeting held on 27 March, 2015 be accepted as an accurate record of that meeting.

1. PRESENTATIONS

A. Namoi JO

Cr Murray and Mr Bartlett spoke to a presentation prepared for today's meeting. A copy of the presentation is attached to these minutes.

In supporting the information contained in the attached printed material, Cr Murray stressed the following matters:

- NAMOI ROC does not seek to be a 4th tier of government; it exists as a mechanism to support member Councils,
- Developing and promoting Regional Strategic priorities is the current focus of the organisation,
- The GMAC is a vital tool for the JO as it allows matters to be considered in depth and as a means of enlisting support from senior staff of other disciplines,
- The notion of 1 vote per member was a means of overcoming any concern about domination by Tamworth Regional Council,
- The focus on Strategic Planning and Regional Infrastructure priorities is another way of overcoming a perception of dominance by TRC,
- The development of a Regional Prospectus will be the focus of the JO during 2015/2016,
- Cr Murray spoke of the synergy between Namoi and New England areas, which means an opportunity exists for integration of specific projects and a joint meeting once a year.

B. RDANI (Executive Officer, Nathan Axelsson)

Nathan provided an overview of the role of his organisation and these common objectives which are common to NEGOC. He highlighted a range of activities being undertaken by RDANI to support the Region.

A copy of the documents referred to by Nathan is attached to these minutes.

Nathan referred to the Namoi JO study on the 6 key factors shaping the future of the Namoi (prepared by Regional Australia Institute). He suggested that a similar study could assist NEGOC. If NEGOC wishes to undertake a similar study, financial assistance may be available from RDANI.

He indicated that another matter that may be of interest to NEGOC is an Emission Trading Scheme which could be administered by RDANI and covering all local government activities in the Region.

RESOLVED (Pearce/Bishop) that RDANI be advised:

- a) *that NEGOC has an interest in engaging Regional Australia Institute to prepare a scoping document on the issues that could shape the future of the New England,*
- b) *that an application will be lodged with RDANI by NEGOC to seek financial assistance with the cost of this study.*

2. CONSTITUTION

RESOLVED (Heitbrink/Bishop) that:

- a) *the Draft Constitution be adopted, subject to the following changes:*

- *Clause 2B(ii) – no voting rights for Associate members.*
- *Clause 3D(i) – quorum be four (4) members.*

- b) *Clause 1E(i)(c) be amended to read:*

'Receive funds for:

- (1) *Carrying out of projects or studies agreed by the organisation,*
- (2) *For any purpose that may be authorised by the organisation.*

3. GENERAL BUSINESS

A. Funding Opportunity – JO Activities

Discussion took place in relation to suggestions that another release of funds by the Office of Local Government for establishing JO's was to occur in the near future.

Members saw value in resubmitting this group's application for 'seed funding'. This funding could be utilised for a variety of activities – an Executive Officer, a Regional Prospectus etc.

RESOLVED (Pearce/Bishop) that:

- a) *information be sought from the Office of Local Government on a second tranche of funding from the Fit for the Future program,*
- b) *if funding is available, that NEGOC's original application for support funding be submitted.*

B. Emissions Trading Fund

RESOLVED (Pearce/Heitbrink) that RDANI be requested to examine the establishment of an Emission Trading Scheme covering the NEGOC area.

NEXT MEETING

- The next NEGOC Meeting will be held on Friday 16 October, 2015, commencing at 10am in Glen Innes.
- The next GMAC Meeting will be held on Tuesday, 29 September, 2015, commencing at 10am in Guyra.

There being no further business, the meeting closed at 12.40pm.

P J HENRY PSM

SECRETARY

Appendices

Appendix 1 – Namoi JO Presentation

Appendix 2 – RDANI Activities

NEW ENGLAND GROUP OF COUNCILS

CONSTITUTION

Adopted 1 July 2015



1. PRELIMINARY

A Name

- (i) The name of the organisation is the **New England Group of Councils (NEGOC)**, hereunder referred to as '**the organisation**'.
- (ii) The business of the organisation shall be administered by a '**Board**' (See Clause 3)

B Vision

The New England Region is recognised as a contributing region and an essential element for a sustainable future of NSW and Australia.

C Mission

NEGOC is recognised as an organisation of standing that advocates an agreed regional position and priorities for the New England whilst providing a forum for facilitating regional cooperation and sharing of knowledge, expertise and resources; effectively nurturing sustainable investment and infrastructure development.

D Objectives

- (i) NEGOC, as an organisation on behalf of its members will:
 - (a) Facilitate Regional Strategic Planning;
 - (b) Participate in Intergovernmental Collaboration;
 - (c) Engage in Regional Advocacy;
 - (d) Facilitate the exchange of knowledge between members; and
 - (e) Collaborate on improved delivery of services.

E Powers of the Organisation

- (i) The organisation shall, for the mutual benefit of the areas of the member Councils have power, in accordance with this constitution, to:
 - (a) Make submissions to Governments and other agencies in respect of the areas of the member councils, consistent with the objectives of the Organisation and the adopted Management Plan.
 - (b) Carry out the objectives of the organisation, and
 - (c) Receive funds for:
 - (1) Carrying out of projects or studies agreed by the organisation,
 - (2) Any purpose that may be authorised by the organisation.
- (ii) The above shall not affect the right of an individual Council acting in its own right on any matters.
- (iii) The control, regulation, maintenance and management of the exercise of these powers is vested in the meetings of delegates in accordance with this Constitution subject to any delegation of authority which may have been granted.

2. MEMBERSHIP

A Membership Qualifications

Membership of the organisation shall be open to, but not restricted to, the following Councils:

- Glen Innes Severn Shire Council
- Armidale Dumaresq Council
- Uralla Shire Council
- Guyra Shire Council
- Walcha Shire Council
- New England Weeds Authority
- Inverell Shire Council

B Membership Options

- (i) The Councils mentioned in Clause 2A may choose from the following forms of membership:
 - (a) Full Membership,
 - (b) Associate Membership.
- (ii) An Associate member has no voting rights.

C Board Members

A member Council shall be entitled to appoint one (1) voting delegate from that Council to the Board. This delegate should be the Mayor, or the Mayor's nominee.

D Cessation of Membership

- (i) A delegate ceases to be a member of the Board if the delegate:
 - (a) Dies, or
 - (b) Ceases to hold the office as a councillor
 - (c) Resigns membership,
 - (d) Is replaced by the member Council at any time
 - (e) Is expelled from the Organisation for the member Council's failure to pay outstanding membership fees

E Transferable Membership Entitlements

Where any delegate of a Council is unable to attend a meeting of the Organisation, the Council may be represented by another representative of the Council duly appointed for the purpose of being an alternative delegate.

F Resignation of Membership

- (i) A Council may withdraw from membership of the Organisation on giving twelve months written notice to the secretary. The Board may upon a resolution of a majority of members agree to a lesser period.
- (ii) When such termination takes effect, no contribution shall be refunded, no funds will be distributed, and the Constitution remains in force between the remaining members of the organisation.
- (iii) Members of the Organisation shall have no liability to contribute towards the payment of the debts and liabilities of the Organisation or the costs, charges and expenses of the winding up of the Board, except to the amount of any unpaid Membership fees, and their liability is thus limited.

G Fees and Subscriptions

The Board will determine annually a fee for each member Council and associate member to support the secretariat. By agreement the Board can establish fees, charges or contributions at any properly constituted meeting for which notice has been given.

H Members Liabilities

The liability of a member Council of the Organisation to contribute towards the payment of the debts and liabilities of the Organisation or the costs, charges and expenses of the winding up of the Organisation is limited to the amount, if any, unpaid by the member Council in respect of membership of the organisation as required by clause 2G.

I Resolution of Internal Disputes

Disputes arising out of the activities of the Organisation and between members of the Board are to be referred to the President, Local Government NSW for conciliation.

3. GENERAL MEETINGS

A The Executive

- (i) The Executive will consist of the office bearers elected at the Annual General Meeting of the organisation.
- (ii) The Executive shall be:
 - (a) Chairperson – who shall be an elected member of a member Council.
 - (b) Deputy Chairperson – who shall be an elected member of a member Council.
 - (c) Other positions as determined from time to time.

B Meetings of the Board

- (i) The Board of the Organisation will meet quarterly in January, April, July and October. The Annual General Meeting shall be held at the October meeting of each calendar year.
- (ii) The financial statements of the Organisation shall be submitted to the Annual General Meetings.
- (iii) Each member Council and delegates shall be notified and supplied with a business paper of meetings not less than seven days before each meeting. In the case of Special Meetings, 48 hours notice shall be given.
- (iv) The Chairperson will preside at all meetings of the Organisation or, in the absence of the Chairperson, the Deputy Chairperson, in the absence of both the Chairperson and the Deputy Chairperson the delegates present at a meeting shall elect one of their members to preside.
- (v) Meetings shall be held at a location as decided by the Board.
- (vi) A Councillor of a member Council may attend and speak at meetings of the Organisation with the consent of the members. Any officer of the Council that is a member may also attend and speak at meetings of the Organisation with the consent of the members.
- (vii) The Committee may invite or nominate any other person from the private/public sector to attend and speak at meetings of the Board on any matter.

- (viii) A special meeting of the Organisation may be called by:
 - (a) The chairperson,
 - (b) Notice signed by three delegates.

B Business at Meetings

- (i) Business conducted at a meeting of the Organisation shall consist of:
 - (a) Matters of which due notice has been given;
 - (b) Matters that the Chairperson determines to be of urgency of which due notice has not been given; and
 - (c) Consideration of recommendations, reports and correspondence that are consistent with the objectives of the Organisation.

C Voting

- (i) Questions arising at a meeting of the Board or of any sub-committee appointed by the Board are to be determined by a majority of votes of the Board or sub-committee present at the meeting.
- (ii) Each member Council present at a meeting of the Board or of any sub-committee appointed by the Board (including the person presiding at the meeting) is entitled to one vote per member Council. In the event of an equality of votes on any one question, the person presiding may exercise a second or casting vote.
- (iii) All votes must be given personally.

D Quorum

- (i) A quorum at a general meeting of the Board shall consist of four (4) member Councils. For sub-committee meetings a quorum will be half the number of members on the sub-committee plus one.
- (ii) No business is to be transacted by the Board unless a quorum is present and if, within half an hour of the time appointed for the meeting, a quorum is not present, the meeting is to stand adjourned to the same place and at the same hour of the same day in the following week.
- (iii) If at the adjourned meeting a quorum is not present within half an hour of the time appointed for the meeting, the meeting is to be dissolved.

E Procedure

The procedure at a meeting of the Organisation shall be in conformity as far as possible with the procedure for meetings of Council and committees as prescribed by regulations made under the *Local Government Act, 1993*, as amended, and in accordance with standing orders adopted by the Organisation which are not in conflict with the above.

4. MISCELLANEOUS

A Staff

The Organisation shall have the power to appoint any such staff as the Organisation may require from time to time, within the budgetary limits imposed by the board.

B Advisory Sub-Committees

- (i) The Organisation may, from time to time, appoint any number of sub-committees in connection with any work, activity or object of the Organisation.
- (ii) The organisation shall have power to co-opt any person to assist and/or comprise a sub-committee

C Office

The office of the Organisation shall be at such place as the Organisation may, from time to time, appoint.

D Financial Year

The Organisation's financial year shall commence on 1 July and terminate on 30 June.

E Finance

- (i) The Board shall determine, prior to the May Board Meeting each year, an Annual Management Plan for the ensuing year which will include:
 - (a) The amount of proposed revenue and expenditure by the organisation
 - (b) The amount in hand available for such expenditure
 - (c) Any additional amount required to be raised to meet such expenditure
- (ii) In the event of any expenditure not covered by the Annual Management Plan, the Board shall prepare a statement showing:
 - (a) The amount and nature of the extraordinary expenditure.
 - (b) The amount in hand available to meet the expenditure after allowing for estimated ordinary expenditure for the balance of the year.
 - (c) Any additional amount required to be raised to meet the extraordinary expenditure.
- (iii) The Organisation shall levy each member Council on a basis agreed by all member Councils, the member's proportion of the amount required to meet the expenditure referred to in Clause 4E. The member's contribution shall be determined by resolution of the Organisation at the time of adopting the Management Plan.
- (iv) The Organisation may request individual one off payments on a fee for service basis to Councils wishing to participate in projects in the Management Plan.
- (v) The Organisation shall pay all moneys received by it to a bank account held in the name of the Organisation and shall use such moneys for the purpose of, and subject to, the terms of this Constitution. Or the Organisation may, upon resolution to do so, ask a member Council to act as banker on behalf of the Organisation.
- (vi) All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments must be signed by 2 members of the Board or employees of the Organisation, being members or employees authorised to do so by the Board. Or if the Organisation has requested a member Council to conduct its banking on the Organisation's behalf, then payments will be authorised through that Council's accounting system.
- (vii) The accounts of the Organisation shall be kept according to the same principles as the accounts of a member Council and in such books and form as are approved by the auditors of the Organisation, or member Council authorised to manage the funds of the Organisation.

F Auditor

The Organisation shall appoint an auditor who shall annually audit the accounts of the Organisation. The appointment shall be for a period of three years. Or in the case where the organisation has requested a member Council to manage the organisation funds, the member Council's auditor shall complete the audit of the organisation's accounts.

The annual accounts shall be presented to a meeting of the Organisation in the fourth quarter of each year.

G Annual Report

The Organisation shall submit an Annual Report to each of the member Councils with the notice of the Annual General Meeting.

H Co-operation

- (i) For the purpose of performing any powers, duties or functions, the Organisation may make use of the services of an employee of a member Council if the prior approval of the Council is obtained.
- (ii) Members are expected to furnish the Secretary with such information as may reasonably be required for the Board's use.
- (iii) Members are expected to establish and maintain strong lines of communication with the Board by:
 - (a) Referring matters of regional significance to the Board for discussion and action;
 - (b) Including all Board Minutes and Reports to the Council's Meeting Agenda and permitting discussion thereon;
 - (c) Ensuring that they are regularly and fully represented at all Meetings and associated activities.

I Insurance

The Organisation shall effect and maintain such insurance as is required given the activities and risks not otherwise covered by member Councils individually.

J Amendments

This Constitution may be altered from time to time within thirty days notice by a resolution passed at a meeting of the Organisation by a vote equivalent to three-fourths the number of members entitled to vote, provided that the majority of member Councils is represented by at least one delegate.

K Termination of Organisation

Upon the termination of this Organisation the debts and liabilities of the Organisation shall be discharged out of the assets of the Organisation. The balance of the assets shall be given or transferred in shares relative to the contribution by each member Council to the member Councils remaining immediately before the termination of the Constitution.



JOINT ORGANISATION

MEETING

Held at

Liverpool Plains Shire Council

Thursday 2 July 2015 commencing at 9.30pm

MINUTES

-
- PRESENT:**
- Tamworth Regional Council**
Cr Col Murray, Mayor and Namoi Councils Chairperson, and Paul Bennett, General Manager
 - Narrabri Shire Council**
Cr Conrad Bolton, Mayor and Namoi Councils Deputy Chairperson
 - Gwydir Shire Council**
Cr John Coulton, Mayor
 - Gunnedah Shire Council**
Cr Owen Hasler, Mayor and Eric Groth, General Manager
 - Liverpool Plains Shire Council**
Cr Andrew Hope, Mayor and Ron Van Katwyk, Acting General Manager
 - Moree Plains Shire Council**
Cr Katrina Humphries, Mayor
 - Walcha Council**
Cr Janelle Archdale, Mayor and Jack O'Hara, General Manager

Uralla Shire Council

Cr Mick Pearce, Mayor and Damien Connor, General Manager

1 REGIONAL GOVERNANCE**1.1 APOLOGIES**

Apologies were announced as having been received from Lester Rodgers, General Manager, Moree Plains Shire Council, Max Eastcott, General Manager, Gwydir Shire Council and Glenn Inglis, Acting General Manager, Narrabri Shire Council.

Declaration of Interest

Nil

1.2 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**MOTION**

Moved Cr Hasler, Gunnedah and seconded Cr Bolton, Narrabri

75/15**RESOLVED**

That the Minutes of the Meeting of Namoi Councils held on 10 June 2015, copies of which were circulated to all members, be taken as read and confirmed as a correct record of the proceedings of the Meeting.

1.3 BUSINESS ARISING FROM THE MINUTES

Nil

1.4 OUTSTANDING ACTION LIST 23**MOTION**

Moved Cr Bolton, Narrabri and seconded Cr Hasler, Gunnedah

76/15**RESOLVED**

That Outstanding Action List 24 be noted and the Minister for the Environment be requested to establish base line data for the Gunnedah Coal Basin to assist Councils with the environmental impact assessment on land, air, water and biodiversity, waste generation and noise emissions of extractive industry entering the production phase.

1.5 FINANCE REPORT

The Namoi Councils Bank Statement for the month of June 2015 had not received in time for reconciliation and inclusion in July Business Paper

2 REGIONAL ADVOCACY**2.1 MEMBER FOR UPPER HUNTER, MICHAEL JOHNSEN MP**

The Meeting was advised that due to a late parliamentary commitment, the Member for Upper Hunter, Michael Johnsen MP, had advised he will not be able to attend the meeting and has tendered an apology.

2.2 ISSUES SUBMITTED OR TABLED BY MEMBER COUNCILS

2.2.1 LIVERPOOL PLAINS SHIRE COUNCIL

1. Better access to royalties for regions for all affected councils in the region or supply chain eg neighbouring councils.
2. A better funding model for rural roads as existing funding is inadequate and this should have been addressed in the *Fit for the Future* from state government.
3. Rail infrastructure eg overpasses etc for all councils.
4. A regional procurement strategy to coordinate the purchasing of all JO member Councils to create new business opportunities, employment and skills development within the region.

MOTION

Moved Cr Hasler, Gunnedah and seconded Cr Bolton, Narrabri

77/15

RESOLVED

- (i) That it be noted Gwydir Shire Council has been commissioned submit a high level draft Project Plan for a Namoi Councils JO Regional Procurement Strategy for initial review and consideration by GMAC and thereafter, submission of a proposal to the Namoi Councils JO Board; and
- (ii) That the Executive Officer be requested to prepare a submission for review by the Board of Namoi Councils seeking the allocation of 1% of mining royalties paid by mining companies to be reinvested in partnership with Local Government as a funding source for the renewal/maintenance/creation of local infrastructure for Councils impacted by mining development and activities.

2.2.1 GWYDIR SHIRE COUNCIL – NORTH WEST FREIGHT NETWORK

MOTION

Moved Cr Coulton, Gwydir and seconded Cr Hasler, Gunnedah

78/15

RESOLVED

- (i) That the Namoi Councils Chairperson be requested to make representations to the NSW Premier, the Hon Mike Baird MP, the Treasurer, the Hon Gladys Berejicklian MP and the Minister for Roads, the Hon Duncan Gay MP supporting the North West Freight Network study calling for an investment of \$160 million in the road and rail network within Gwydir, Moree Plains, Gunnedah, Warrumbungle and Narrabri LGAs to achieve higher road and rail freight productivity currently held back by underfunded and unreliable road infrastructure and an inefficient planning and investment patterns in road and rail modes; and
- (ii) That the Minister for Transport, the Hon Duncan Gay MP, be invited to the August 2015 Meeting of Namoi Councils to discuss a new model for road funding.

2.3 SUBMISSIONS FOR BOARD ENDORSEMENT

2.3.1 NSW LEGISLATIVE COUNCIL INQUIRY INTO LOCAL GOVERNMENT

MOTION

Moved Cr Humphries, Moree and seconded Cr Bolton, Narrabri**79/15 RESOLVED**

That the submission tabled at the Meeting incorporating amendments provided by Moree Plains Shire Council be adopted and submitted to the NSW Parliament Legislative Council General Purpose Standing Committee No 6 Inquiry into Local Government.

2.4 INVITATIONS TO MAKE SUBMISSIONS

Nil

2.5 REGIONAL MEDIA ISSUES**MOTION****Moved Cr Humphries, Moree and seconded Cr Bolton, Narrabri****80/15 RESOLVED**

The Namoi Councils Chairperson be authorised to issue a media release in respect Namoi Councils adoption and pursuing delivery of the three Regional Strategic Priorities of a Regional Freight Connectivity and Productivity Analysis; a Namoi Regional Investment Prospectus and funding for the upgrading, reconstruction and realignment of Main Road 357 Manilla to Boggabri Rangari Road.

2.6 MEDIA RELEASES ISSUED

Nil

2.7 OUTWARD CORRESPONDENCE

Nil

2.8 INWARD CORRESPONDENCE**MOTION****Moved Cr Bolton, Narrabri and seconded Cr Hasler, Gunnedah****81/15 RESOLVED**

- (i) That Inward Correspondence Items 2.8.1 from Energy Management Services be received and noted;
- (ii) That in respect of Inward Correspondence Item 2.8.2 in relation to the Solar Energy eXchange initiative, the proponent be invited to a future meeting of Namoi Councils to make a presentation in respect of the proposal following substantial completion of the current Joint Organisation Pilot process.

3 INTERGOVERNMENTAL COLLABORATION**3.1 NSW DEPARTMENT OF PREMIER & CABINET**

The NSW Department of Premier & Cabinet Regional Coordinator, Alison McGaffin, addressed the Namoi Councils Board and advised that continuation of the Western NSW Mining and Resource Development Taskforce has not yet been determined by the State Government. Pending the outcome consideration of the future of the Taskforce, a Meeting of the Taskforce was held on 24 June 2015 in relation to the following issues:

- Hunter Research Foundation has completed a short-term research project to track the progress of the Taskforce as a multi-sector forum. The purpose of this research is to understand the relationships developing between the diverse stakeholder groups, to evaluate the effectiveness of these relationships and their contribution to supporting better outcomes for communities in Western NSW.
- The evaluation has found that strong collaborative relationships have been established between Taskforce members and member organisations that have the potential to underpin further development of work by the Taskforce if desired by Government. Further, there is a high level of commitment among members to continue its work and a sense that more could usefully be achieved by building on the work to date.
- The independent evaluation found that the Taskforce has been very effective in meeting the objectives set out in its current Terms of Reference, particularly:
 - Providing a forum for information exchange and communication between Member Groups;
 - Providing a unifying intelligence to Government on the current range of initiatives occurring across NSW in relation to mining activity; and
 - Identifying information gaps and developing an evidence base on key issues such as housing availability, labour market and infrastructure requirements.
- The Department of Planning and Environment (DP&E) presented the draft Position Paper on Planning Agreement Guidelines for Mining Projects and provided an opportunity for members of the Taskforce to provide feedback. DP&E will present a further draft of the Position Paper to a future meeting of the Taskforce.
- The Western NSW Mining and Resource Development Taskforce thanks the Councils who participated in the Taskforce's research into scenario planning models and tools and assisted by providing input data to run the REMPLAN Infrastructure Services Impact Model. The Taskforce endorsed release of the Final Reports to the participating Councils, subject to advice that the Final Reports are not a policy document of the NSW Government. The purpose of this exercise has been to evaluate whether this type of model would be useful to both Councils and State Government in future infrastructure and service delivery planning.
- The Joint Organisation Scenario Planning Sub-Group met to consider the opportunity for scenario planning tools, like the REMPLAN Infrastructure Services Impact Model, to inform the regional strategic planning work being undertaken by the Namoi and Central West pilot Joint Organisations.

- Work has progressed on capturing the learnings from Councils who have experienced growth from mining, for use and reference by other Councils. In-depth interviews have been held with Parkes Shire Council, North Parkes Mine, Mid-Western Regional Council, Broken Hill City Council and Broken Hill Community Foundation.

3.2 REGIONAL GROWTH PLAN, NORTHERN REGION

Arrangements had been made for Dan Simpkins, Manager, Regional Growth Planning, NSW Department of Planning to address the Meeting in relation to New England North West Regional Growth Plan. However, following cancellation of a flight into Tamworth Airport due to fog, Mr Simpkins was not able to attend the Meeting.

3.3 NAMOI COUNCILS PILOT JOINT ORGANISATION UPDATE

MOTION

Moved Cr Hasler, Gunnedah and seconded Cr Archdale, Walcha

82/15 **RESOLVED**

- That the progress to date in the building of a Namoi Councils Pilot Joint Organisation model be noted; and
- That consideration of the level of participation of the Namoi Councils Joint Organisation in the *Local Government Innovation Fund* be referred to the General Managers Advisory Committee (GMAC) for review and report back to a future Meeting of the Joint Organisation.

4 REGIONAL STRATEGIC PLANNING AND PRIORITISATION

4.1 GENERAL MANAGERS ADVISORY COMMITTEE (GMAC) MEETING REPORT – 30 JUNE 2015

Moved Cr Hasler, Gunnedah and seconded Cr Bolton, Narrabri

83/15 **RESOLVED**

- That Council Sponsors of Regional Strategic Priority Projects take ownership of the Project and develop Project Plans on the template provided by the Executive Officer and supplied by the Department of Premier & Cabinet;
- That Council Project Sponsors present project updates to each meeting of GMAC;
- That Tamworth Regional Council be requested to investigate the provision of additional administrative support for the Executive Officer;
- The Executive Officer submit a list of outstanding GMAC actions to each GMAC meeting;
- That the Project Sponsor for MR357 Rangari Road be Eric Groth, GM, Gunnedah Shire Council;
- That the Executive Officer be requested to follow up on online forum and preparation of brief and a report of the costing options for Namoi Council JO digital plan and dedicated website as decided by the board;
- That the Executive Officer be requested to follow up on the invitation to CENTROC in respect of presentation of the “multi criteria analysis” process;
- The Executive Officer be requested complete the redrafting of the communication plan and submit the final draft to GMAC for review;

- (ix) That it be noted the JO draft policy workshop has been scheduled for 2 July 2015 at the conclusion of July JO Board Meeting; and
- (x) That an RMS representative be invited to the next meeting of GMAC to discuss whether there are any mutual benefits of a single road maintenance council contract for Namoi Council JO members.

4.2 NAMOI COUNCILS REGIONAL PLANNING GROUP MEETING REPORT – 16 JUNE 2015

Moved Cr Archdale, Walcha and seconded Cr Hasler, Gunnedah

84/15 RESOLVED

- (i) That the Report of the Regional Planning Group Meeting held on 16 2015 be received and noted;
- (ii) That the NIRW Chair and Executive Officer be invited to the August 2015 Meeting of the Regional Planning Group to discuss future strategic planning options for a Regional Waste Management Facility; and
- (iii) That representatives of NSW Environment and Heritage and North West Local Land Services be invited to the August 2015 Meeting of the Regional Planning group to discuss the options and merit of a Regional State of the Environment Report.

4.3 BHP CAROONA COAL PROJECT

Arrangements had been made for Mick Lovely, Project Manager, BHP Billiton Caroon Coal Project to address the Meeting in relation to progress to date of the Caroon Coal Project, however, late advice had been received that Mr Lovely would not be able to attend the Meeting.

5 GENERAL BUSINESS

5.1 NAMOI COUNCILS JO AUGUST BOARD MEETING

It was agreed that due to a clash with the meeting of date scheduled for NSW Country Mayors Association, the Namoi Councils JO Board Meeting be held on Thursday 14 August 2015 commencing at 9.30am and Tamworth.

5.2 NAMOI COUNCILS JO PRESENTATION

The Chair of Namoi Councils, Cr Col Murray, advised that he and the Executive Officer had made a presentation to the New England Group of Councils, comprising of Walcha, Uralla, Inverell, Armidale Dumaresq, Tenterfield, Guyra and Glen Innes Severn Councils at the Groups Meeting held in Uralla on 1 July 2015 in respect of the progress to date of the Namoi Councils JO pilot process.

5.3 REGIONAL AIRPORTS INFRASTRUCTURE FUNDING

Moved Cr Humphries, Moree and seconded Cr Hasler, Gunnedah

85/15 RESOLVED

That Namoi Councils Joint Organisation provide Moree Plains Shire Council and Tamworth Regional Council with letters of support for their respective applications for Regional Airports Infrastructure Funding.

6 DATE AND VENUE FOR NEXT MEETING

Date: Thursday 14 August 2015 commencing at 9.30am

Venue: Tamworth Regional Council Chambers

Closure: There being no further business, the Namoi Councils Joint Organisation Meeting concluded at 11.04am.

Cr Col Murray, Namoi Councils, Chairperson

2 July 2015

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Minutes