



BUSINESS PAPER
ORDINARY MEETING OF COUNCIL

To be held on

Wednesday, 29 March 2017

2:00pm

at

Walcha Council Chambers

Members:

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

Quorum – 5 Members to be Present

WO/2017/00441

AGENDA

Submitted to Council: 29 March 2017

..... 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 March 2017** commencing at **2:00pm**.

Yours sincerely

Jack O'Hara
GENERAL MANAGER

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6.10	Walcha Council Preschool Advisory Committee Membership Nomination	WO/2017/00411

Submitted to Council: 29 March 2017

..... General Manager Mayor



7. Notice of Motion

Nil.

8. Matters of Urgency

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

9. Management Review Report

WO/2017/00407

10. Committee Reports

10.1 Minutes of the Walcha Council Arts Advisory Committee Meeting held in the Council Chambers on Thursday, 23 February 2017. WO/2017/00329

10.2 Minutes of the Walcha Local Traffic Committee Meeting held in the Mayors Office on Thursday, 23 February 2017. WO/2017/00430

10.3 Minutes of the Walcha Council Tourism Advisory Committee Meeting held in the Council Chambers on Thursday, 23 February 2017.

WO/2017/00374

10.4 Minutes of the Walcha Council Community Care Committee Meeting held at the Walcha Day Centre Room on Tuesday, 14 March 2017.

WO/2017/00403

11. Delegate Reports

11.1 Minutes of the New England Tablelands (Noxious Plants) County Council Meeting held in the Armidale Office on Wednesday, 25 October 2016.

WI/2017/01754

12. Committee of the Whole

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

Resolution to move into Open Council.

Resolution to adopt Committee of the Whole Report and Recommendations.



Present:

Apologies:

Confirmation of the Ordinary Meeting Minutes held on Wednesday, 15 February 2017:

Confirmation of the Extra Ordinary Meeting Minutes held on Wednesday, 8 March 2017

Matters arising from the Ordinary Meeting held on Wednesday, 15 February 2017:

Matters arising from the Extra Ordinary Meeting held on Wednesday, 8 March 2017:

Submitted to Council: 29 March 2017

..... General Manager Mayor



ORDINARY MEETING OF COUNCIL

held on

Wednesday, 15 February 2017

at

4.00pm

at

Walcha Council Chambers

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

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

1. APOLOGIES:

Nil.

MINUTES



6.2 Livestock Loading Scheme

WO/2017/00133

112 **RESOLVED** on the Motion of Councillors Lyon and Kermode that Council authorise the General Manager to provide consent to the Roads & Maritime Services for Livestock Loading Scheme Vehicles to access Council’s Local Roads.

6.3 Draft Roadside Vegetation Policy

WO/2017/00134

113 **RESOLVED** on the Motion of Councillors Ferrier and Heazlett that Council **ADOPT** the Roadside Vegetation Policy as presented.

TRANSPORT & COMMUNICATIONS POLICIES
Roadside Vegetation Policy



Objective

To ensure the provision of an efficient, safe and environmentally aware road reserve that aims to protect the road users, the environment and the staff that work within it.

Policy

This policy aims to ensure clarity when Council is undertaking activities within road and other infrastructure reserves, public land and private lands. In addition to Councils activities, this policy aims to clarify the requirements of the public when their work borders Council or public land.

Road Reserves:

Council, under the Roads Act 1993 is the “Roads Authority”. The Roads Authority has a duty of care to ensure that risks are managed appropriately within the road reserve, this includes vegetation. Section 88 of the Roads Act, a powerful excerpt states that:

“A Roads Authority may, despite any other Act or Law to the contrary, remove or lop any tree or other vegetation that is on or overhanging a public road if, in its opinion, it is necessary to do so for the purpose of carrying out road work or removing a traffic hazard”.

While this is a powerful piece of legislation, it is important that the decision point regarding the opinion of the Road Authority is recorded. All Council staff should ensure that the appropriate approval is gained prior to removing any mature vegetation (greater than ten years of age). An approval called “Walcha Council Environmental Sign Off” should always be produced and filed appropriately when removing mature vegetation.

Private Land Owners Clearing Adjacent to Council Land:

The Native Vegetation Act Division 2 has a series of “Permitted Activities” in which are all concerned with farming. Of most importance is Routine Agriculture Management Activities (RAMAs). RAMAs permit a landholder to conduct a specified amount of clearing around important infrastructure, as follows for Boundary Fences:

<i>Northern Tableland Local Land Services Guidelines, Properties over 10 Hectares</i>	
Permanent Boundary Fence	10 metres either side (With approval from neighbours)
<i>Northern Tableland Local Land Services Guidelines, Properties Under 10 Hectares</i>	
Permanent Boundary Fence	6 metres either side (With approval from neighbours)



It is important to note that approval must be sought from the neighbouring landowner. When a property boundaries the road reserve, permission from Council must be sought by the landowner prior to commencing work. With a growing emphasis on preserving native vegetation within the road reserve, 10 metres is considered an excessive amount of clearing. For the purpose of general enquiries, the following clearing limits are enforced.

<i>Walcha Council Permitted Clearing, Properties over 10 Hectares</i>	
Permanent Boundary Fence	5 metres either side

<i>Northern Tableland Local Land Services Guidelines, Properties Under 10 Hectares</i>	
Permanent Boundary Fence	2 metres either side

It is important to note that, on occasions more clearing than the above stated distances will be required. In order to gain permission to clear further than three metres into a Council road reserve, the landowner must request an inspection by a Council Staff member, with further clearing to be at the discretion of the Director – Engineering Services.

Other Council Existing Infrastructure:

The State Environmental Planning Policy (Infrastructure) 2007, has provisions for other Council infrastructure such as underground utilities. Other existing Council Infrastructure including but not limited to water, sewer and stormwater mains, footpaths and sporting complexes are managed in the same manner as stated in Road Reserves, an internal approval is required prior to removing mature vegetation.

New Construction Works:

New construction works, particularly when constructing on greenfield sites will always require a Review of Environmental Factors (REF). Works cannot proceed until an REF has been completed and reviewed by the Director – Engineering Services. This work is not covered within this Policy.

Policy Review

The Policy may be amended at any time and must reviewed at least twelve months since its adoption (or latest amendment).



6.4 Walcha Tourism Advisory Committee Membership WO/2017/00146

114 **RESOLVED** on the Motion of Councillors Lyon and Kermode that Council the revised Walcha Council Tourism Advisory Committee Roles and Structure **FURTHER THAT** the current members be endorsed by Council **STILL FURTHER THAT** Council advertise for citizen representatives for the current vacancies.



6.5 Delivery Program Six Monthly Review 2013/2014 – 2016/2017

WO/2017/00115

115 **RESOLVED** on the Motion of Councillors Ferrier and Lyon that in accordance with the provisions of the Local Government Act, 1993, Council adopt the Delivery Program 2013/2014 – 2016/2017 December 2016 Six Monthly Review.

6.6 Adopt Community Engagement Strategy

WO/2017/00078

116 **RESOLVED** on the Motion of Councillors Heazlett and Ferrier that Council **ADOPT** the Community Engagement Strategy as presented as per the Integrated Planning and Reporting legislation.

LATE REPORTS:

1. Quarterly Review of 2016/2017 Budget as at December 2016

WO/2017/00112

117 **RESOLVED** on the Motion of Councillors Ferrier and Kealey that Council **ADOPT** the December 2016 Quarterly Budget Review Statements **FURTHER THAT** Council approve the variations in Income and Expenditure votes as detailed.

2. Committee of the Whole Referral – Intention to Enforce Order under Inclosed Lands Protection Act 1901 – Walcha Oval, Skate Park & Captain Cook Park

WO/2017/00269

118 **RESOLVED** on the Motion of Councillors Lyon and Heazlett that, in accordance with the provisions of Section 10 of the Local Government Act, 1992, the matter of Intention to enforce Order under Inclosed Lands Protection Act 1901, be referred to be discussed in Committee of the Whole for the reason that it could affect the security of Council property.

COMMITTEE OF THE WHOLE

119 **RESOLVED** on the Motion of Councillors Kealey and Kermode 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 could affect the security of Council property.

120 The Meeting resumed in **OPEN** Council on the Motion of Councillors Ferrier and Blomfield.

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



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

2.1 Intention to Enforce Order under Inclosed Lands Protection Act 1901 – Walcha Oval, Skate Park & Captain Cook Park WINT/2017/00376

The Committee **RECOMMENDED** on the Motion of Ferrier and Kermode that Council delegate authority to the General Manager to issue the Order under the *Inclosed Lands Protection Act 1901* on the identified individual to prohibit him from entering Council premises known as Walcha Oval, Skate Park and Captain Cook Park for a period of three months.

ADOPTION OF COMMITTEE OF THE WHOLE

121 **RESOLVED** on the Motion of Councillors Heazlett and Kermode that the Report and Recommendations of the Meeting of the Walcha Council Committee of the Whole held on Wednesday, 15 February 2017 be **ADOPTED** by Council.

Councillor Lyon recorded his **VOTE AGAINST** the Motion.

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

7. NOTICE OF MOTION

Nil.

8. MATTERS OF URGENCY

Clr Ferrier raised the matter of the membership of the Festival Committee.

122 **RESOLVED** on the Motion of Councillors Blomfield and Kealey that consideration of the matter of Membership of the Festival Committee be made as a matter of urgency.

123 **RESOLVED** on the Motion of Councillors Kealey and Lyon that the Tourism Officer be added to the structure of the committee.

9. MANAGEMENT REVIEW REPORTS **WO/2017/00078**

124 **RESOLVED** on the Motion of Councillors Lyon and Kealey that items included in the Management Review Report, numbered 1 to 17 inclusive, be **NOTED** by Council.



10. COMMITTEE REPORTS

10.1 Minutes of the Walcha Town & District Beautification & Tidy Towns Committee Meeting held on Wednesday, 21 December 2017. WO/2017/00152

4.1.1 Rural Fire Service Building – Oxley Highway

125 **RESOLVED** on the Motion of Councillors Lyon and Kealey that Council liaise with the Rural Fire Service regarding the state of the building, encouraging a new paint job, with the colour to be determined by the Rural Fire Service and Council.

4.1.2 Walcha Hospital – Concrete Retaining Wall

126 **RESOLVED** on the Motion of Councillors Lyon and Wellings that the state of the concrete retaining wall at the Walcha Hospital be addressed, in consultation with the hospital, suggesting hedges or shrubs, **FURTHER THAT** the dead trees be removed and replaced in consultation with the Walcha Hospital.

4.1.3 Angle Street Aboretum

127 **RESOLVED** on the Motion of Councillors Lyon and Blomfield that Council slash the Angle Street Aboretum more frequently.

4.1.5. Sempill Crescent

128 **RESOLVED** on the Motion of Councillors Lyon and Wellings that the trees at Sempill Crescent be removed and replaced with appropriate trees to be determined by the Urban Works Supervisor.

4.1.7 Ohio North Park Area

129 **RESOLVED** on the Motion of Councillors Lyon and Ferrier that Council prepare a budget allocation to place a BBQ, plant trees, install seats and tables, plant hedging along the northern fence and improve the condition of the turning circle.

4.1.8 Derby Street near the inspection with Hill Street

130 **RESOLVED** on the Motion of Councillors Lyon and Wellings that a budget item be prepared to extend the existing rock wall in order to remove the need to mow the steep embankment.

4.1.10 McHattan Park

131 **RESOLVED** on the Motion of Councillors Lyon and Kealey that Council improve the state of the garden in front of McHattan Park toilets by removing any weeds and planting a range of colourful species in the garden bed.



4.1.11 Nivison Fountain

132 **RESOLVED** on the Motion of Councillors Lyon and Ferrier that Council budget for a number of treatments to the Nivison Fountain located on Oxley Highway, including a barrier around the rocks, investigate the possibility of installing a mesh barrier to prevent drownings and to investigate the quality of the current pump and the possibility of replacement **FURTHER THAT** Council write to the Roads & Maritime Services regarding the possibility of installing a safety rail on the Oxley Highway Bridge.

4.2 Garden Competition Awards

133 **RESOLVED** on the Motion of Councillors Lyon and Blomfield that the Garden Competition Awards be conducted in Autumn and Spring only **FURTHER THAT** the judging to be conducted in May for the Autumn Award and November for the Spring Award.

4.3 Long Term Tree Plan for Walcha

134 **RESOLVED** on the Motion of Councillors Lyon and Ferrier that the Long Term Tree Plan be for four years.

4.6 Pots on Derby Street

135 **RESOLVED** on the Motion of Councillors Lyon and Kealey that Council make contact with the business owners to determine which businesses would like to retain and maintain the pots directly in front of their business and those that would like Council to remove them.

4.7 Additional Item – Community Garden

Council **NOTED** the Report and referred it back to the Committee.

11. DELEGATE REPORTS

Nil.

THERE BEING NO FURTHER BUSINESS THE CHAIRMAN DECLARED THE MEETING CLOSED AT 5:05PM.



EXTRA ORDINARY MEETING OF COUNCIL

held on

Wednesday, 8 March 2017

at

5:50pm

at

Walcha Council Chambers

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

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

1. APOLOGIES:

Nil.

DECLARATIONS OF INTEREST

2.2 DA 10.2016.17 Demolish three sheds and part of building and construct new supermarket and liquor outlet at 36W-40W Fitzroy Street, Walcha – Jeremy Allen Planning & Design D2017/00080

Clr Lyon declared an interest a pecuniary interest in this matter being a potential competitor of the proposed development.

MINUTES



2. SENIOR OFFICERS REPORT

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

2.1 Affix Common Seal to Transfer of Lands from Council to JE Gowan & VF Beauchamp – Re-alignment of Moona Road WO/2017/00350

137 **RESOLVED** on the Motion of Councillors Heazlett and Lyon that Council approve the fixing of the Common Seal to all documentation relating to the Moona Road re-alignment between Council and JE Gowen and VF Beauchamp **FURTHER THAT** the affixing of the Common Seal be attested to by the Mayor and the General Manager.

2.2 Development Application 10.2016.17 – Demolish three sheds and part of building and construct new supermarket and liquor outlet at 36W-40W Fitzroy Street, Walcha – Jeremy Allen Planning & Design D2017/00080

Clr Lyon declared an interest and left the Chambers and took no part in the debate.

Members of the public forum addressed the Council.

138 **RESOLVED** on the Motion of Councillors Kealey and Kermode that Council defer consideration of Development Application 10.2016.17 – Demolish three sheds and part of building and construct new supermarket and liquor outlet at 36W-40W Fitzroy Street Walcha, to place it on public exhibition inviting submission for a period of 28 days.

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

For: Councillors: Noakes, Blomfield, Ferrier, Heazlett, Kealey, Kermode and Wellings.

Against: Councillors: Nil.

Absent: Lyon.

Clr Lyon returned to the Chambers and the Chairperson informed him on the resolution.

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



Item 6:
Senior Officers'
Reports

Submitted to Council: 29 March 2017

..... General Manager Mayor



Item: 6.1 **Ref:** WO/2017/00424
Title: Apsley Dam Economic Benefit Study
Author: General Manager
Previous Items: WO/2015/01029
Attachment: Apsley Dam Economic Benefit Study - under separate cover

Introduction:

Regional Development Australia – Northern Inland NSW has completed an economic benefit study as per stage one in the Apsley Dam feasibility study project funded under the National Water Infrastructure Development Fund (the fund). The purpose of this report is to table the final study with Council for approval to submit the study to the NSW Government (DPI Water) for their endorsement to proceed to stage two of the feasibility study project.

Report:

Earlier this month Council reviewed the draft Economic Benefit Study prepared by Regional Development Australia – Northern Inland NSW. The final report is presented here prior to the submission of the study to the Project Manager (DPI Water). Endorsement by DPI Water is required before proceeding to stage two of the feasibility study.

Stage two of the study involves:-

<p><i>2. A desk top assessment of feasible dam site options for constructing a dam on the Apsley River</i></p>
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<p><i>Review of existing topography and geomorphology to examine possible locations for a dam, with particular consideration of the outcomes of item 1 and including feasibility considerations such as water availability (statutory plans and requirements) and environmental considerations. Estimated cost \$20k</i></p>
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RECOMMENDATION:

That Council support the submission of the final Apsley Dam Economic Benefit Study to NSW DPI Water for their approval FURTHER THAT a copy of the study to be provided to the Local Federal Member’s Office, the Hon Barnaby Joyce MP.

Submitted to Council: 29 March 2017

..... General Manager Mayor



Item: 6.2 **Ref:** WO/2017/00416
Title: Adopt Community Strategic Plan – Walcha 2027
Author: General Manager
Previous Items: WO/2016/01938
Attachment: Yes

Introduction:

This report is to formally adopt the Community Strategic Plan under the Integrated Planning and Reporting framework.

Report:

Council has reviewed the draft Community Strategic Plan and placed it on public exhibition for 28 days, inviting public submissions. Council has received input from community members as well as Government organisations which it has considered at last week’s Workshop. No further submissions have been received.

RECOMMENDATION:

That Council ADOPT and ENDORSE the Community Strategic Plan – Walcha 2027 as amended as per the Local Government Act 1993 Part 2 Strategic Planning Section 402(6).

Submitted to Council: 29 March 2017

..... General Manager Mayor



Item: 6.3 **Ref:** WO/2017/00431
Title: Draft Delivery Program 2017/2018 – 2020/2021 for Consideration
Author: General Manager
Previous Items: Not Applicable
Attachment: Draft Delivery Program Part 1 & 2 – under separate cover.

Report:

Under the Local Government Act Section 404 a Council must prepare a new Delivery Program after each ordinary election of councillors to cover the principal activities of the Council for the four year period commencing 1 July following the election.

A draft Delivery Program must be placed on public exhibition for a period of at least 28 days and submissions received by Council must be considered by the Council before the Delivery Program is adopted by the Council.

RECOMMENDATION:

That the Draft Delivery Program 2017/2018 – 2020/2021 be placed on public exhibition in accordance with the provisions of the Local Government Act, 1993 Section 404(4).

Submitted to Council: 29 March 2017

..... General Manager Mayor



Item:	6.4	Ref: WO/2017/00318
Title:	Draft Budget 2017 - 2018	
Author:	General Manager	
Previous Items:	Not Applicable	
Attachment:	2017 – 2018 Draft Budget Under Separate Cover Draft Fees & Charges 2017-2018 Draft Revenue Policy 2017-2018	

The Draft Budget for 2017/18 is submitted for Council’s consideration. The Plan is presented in accordance with the provisions of the Local Government Act, 1993.

2017/18 DRAFT BUDGET

(A) GENERAL FUND

The Draft Budget is submitted as a balanced budget. To achieve this position, the maximum permissible General Rate increase of 1.5% has been incorporated.

The Draft Budget provides for total Operating expenses of \$10,680,814 and total operating revenues of \$14,494,507 which provides an operating surplus of \$813,693. When grants and contributions provided for capital purposes and additional Roads to Recovery funding are excluded this results reverts to a surplus of \$273,204. When capital items and depreciation are considered there is no movement in working funds.

a) Rating Levels

As indicated, the Draft Budget provides for a General Rate increase of 1.50%. Based on this increase the net General Rate yield (after Doubtful Debts and Pensioner Rebates) is \$3,312,819 or 29% of total net operating revenue.

The Minister has not yet set interest on overdue rates. The rate for 2016/17 was 8.0%. Rates will be calculated utilising valuations that have a base date of 1 July 2016.

It is strongly suggested that Council adopt the maximum permissible General Rate increase of 1.5%.

b) Financial Assistance Grant

The Draft Budget provides for a Financial Assistance Grant of \$2,051,049 which is a 1.5% estimated increase on the 2016/17 budget since the indexing freeze on FAGS has now ended.

It is difficult to accurately estimate the equalisation component of this grant and normally a quite conservative approach is adopted. Recent history has shown however that the actual grant has usually marginally exceeded our estimate.

The Local Roads component of the Grant has been estimated at \$884,119.

Submitted to Council: 29 March 2017

..... General Manager Mayor



c) Borrowings

No new borrowing is proposed in the 2017/18 Budget. Loan Repayments have been included on existing loans for Woolbrook Bridge \$600K and the Garbage Transfer Station \$152K. The loan interest for the Woolbrook Bridge Loan is offset by a 4% interest rate subsidy funded under the Office of Local Governments Local Infrastructure Renewal Scheme (LIRS). The repayment of the garbage loan has been factored into the cost base to be recovered by the garbage rates.

d) Waste Management

The Local Government Act, 1993 requires that Waste Management is treated as a separate function and that all monies raised for this purpose are spent on this function. There is to be no cross subsidisation. The Act also requires that a separate charge be levied for the service.

The following is the proposed Waste Management charges for 2017/18

Waste Management Fees			
	Services	Rate	Levy
Domestic Waste Management	801	\$474.00	\$379,674
Domestic Waste Management Additional 140l General Waste bin	2	\$214.00	\$428
Domestic Waste Management Additional 240l General Waste bin	2	\$321.00	\$642
Commercial Waste Management	230	\$482.00	\$110,860
Commercial Waste Management Additional Recycle bin	8	\$161.00	\$1,288
Commercial Waste Management Additional Green Bin	18	\$38.00	\$684
Waste Management – Rural	907	\$134.00	\$121,538
Waste Management Unoccupied DWM Charge	68	\$107.00	\$7,276
Commercial Recycling Woolpack Service	540	\$16.00	\$8,640
Commercial Recycling 240 Litre Bin	116	\$8.00	\$928
Supermarket Bale (minimum 12 bale)	32	200	\$6,400

e) Fees and Charges

The Statement of Fees and Charges, which Council proposes to levy, is attached as an appendix to this report. This Statement incorporates Council’s pricing policy in respect of these charges. The increases in waste charges are approximately \$0.44 per week for residential and commercial costumers and \$0.13 per week for rural customers.

Submitted to Council: 29 March 2017

..... General Manager Mayor



f) Capital Expenditure

Below is a list of the proposed capital expenditure items for 2017/2018.

Function	Description	Type of Capital Expenditure	Amount	Own Source Revenue	Grant Funding	Source of Funding
Administration	Miscellaneous admin capital	New	5,000	5,000		General Fund
Housing & Community Amen	Street Scape – Derby St West	New	45,000	45,000		General Fund
Housing & Community Amen	Churchill St house improvements	New	40,000	40,000		General Fund
Recreation & Culture	Install new crossing on Levee Bank	New	35,000	35,000		General Fund
Recreation & Culture	Captain Cook Oval, upgrade kiosk	Renewal	15,000	7,500	7,500	General Fund
Recreation & Culture	John Oxley Oval, upgrade kiosk	Renewal	15,000	7,500	7,500	General Fund
Recreation & Culture	Public Art	New	5,000	5,000		General Fund
Transport & Communications	Unsealed Rural Roads, Timber Bridge – Hartford Road	Renewal	364,440		364,440	Roads to Recovery
Transport & Communications	Urban Roads – Heavy Patching	Renewal	75,000		75,000	Roads to Recovery
Transport & Communications	Urban Roads – Reseals	Renewal	75,000		75,000	Roads to Recovery
Transport & Communications	Urban Roads – Footpath renewals, various town streets	Renewal	50,000	50,000		General Fund
Transport & Communications	Urban Roads – Kerb & Gutter extensions	New	60,000	60,000		General Fund
Transport & Communications	Urban Roads – gravel resheeting, Woolbrook town streets	Renewal	5,000	5,000		General Fund
Transport & Communications	Regional Roads – Thunderbolts Way, Three Mile Creek	Renewal	322,269		322,269	Repair & Block Grants
Transport & Communications	Regional Roads – Thunderbolts Way, seg 4610, 4620, 4510	Renewal	140,000		140,000	Block Grant

Submitted to Council: 29 March 2017

..... General Manager Mayor



Function	Description	Type of Capital Expenditure	Amount	Own Source Revenue	Grant Funding	Source of Funding
Transport & Communications	Regional Roads – Thunderbolts Way, heavy patching seg 4630, 4500, 4370	Renewal	51,450		51,450	Block Grant
Transport & Communications	Regional Roads – Thunderbolts Way, minor patching	Renewal	33,550		33,550	Block Grant
Transport & Communications	Sealed Rural Roads – Reseal Campfire Road	Renewal	8,000		8,000	Roads to Recovery
Transport & Communications	Sealed Rural Roads – Aberbaldie Road	Renewal	56,000		56,000	Roads to Recovery
Transport & Communications	Sealed Rural Roads – Kangaroo Flats Road, seg 90	Renewal	21,000		21,000	Roads to Recovery
Transport & Communications	Sealed Rural Roads – Kangaroo Flats Road, seg 100	Renewal	15,000		15,000	Roads to Recovery
Transport & Communications	Sealed Rural Roads – Heavy patching – Moona Plains Road	Renewal	17,850		17,850	Roads to Recovery
Transport & Communications	Sealed Rural Roads – Heavy patching – Winterbourne Road	Renewal	22,500		22,500	Roads to Recovery
Transport & Communications	Sealed Rural Roads - Heavy Patching, minor patches	Renewal	34,650		34,650	Roads to Recovery
Transport & Communications	Sealed Rural Roads – Upper Yarrowitch Road rehab	Renewal	125,000		125,000	Roads to Recovery
Transport & Communications	Unsealed Rural Roads – Gravel Resheeting	Renewal	565,000	565,000		General Fund
Transport & Communications	Unsealed Rural Roads – Dust Suppression	Renewal	25,000	25,000		General Fund
Transport & Communications	Unsealed Rural Roads – Culvert Renewals	Renewal	15,000	15,000		General Fund
Transport & Communications	Works Depot – install bunding to diesel bowser	New	37,500	37,500		General Fund
Transport & Communication	Works Depot – install supplementary 5000L emulsion tank	New	55,000	55,000		General Fund

Submitted to Council: 29 March 2017

..... General Manager Mayor



Function	Description	Type of Capital Expenditure	Amount	Own Source Revenue	Grant Funding	Source of Funding
Transport & Communication	Works Depot – install cement retaining wall (workshop)	New	30,000	30,000		General Fund
			\$2,364,209	\$987,500	\$1,376,709	

The rehabilitation of Upper Yarrowitch Road has been brought forward to commence in 2017/18. It was deemed to be a more urgent priority than the Aberbaldie Road rehabilitation which will now be included in the 2018/19 works programme.

Submitted to Council: 29 March 2017

..... General Manager Mayor



g) Working Funds Position

Council's estimated Net Current Assets (Working Funds) position as at 30 June 2018 is estimated to be \$879,397. This level of working funds is considered adequate.

(B) WALCHA WATER SUPPLY LOCAL FUND

The Draft Budget for the Walcha Water Supply Local Fund provides for total operating expenses of \$860,045 and total operating revenues of \$897,045 which provides an operating surplus of \$37,637. There are no capital grants in the budget.

Rate increases of approximately 5% have been applied in calculating the water fund revenue.

When depreciation and capital items are taken into account the budget provides for a surplus cash operating result of \$139,721.

Working funds from the water function as at 30/06/2018 are estimated to be approximately \$372,373 which is considered adequate given the size of the fund and its asset renewal program.

a) Charges

In 2005/2006 best practise pricing was introduced resulting in a complex range of charges and Councillors are requested to refer to the Revenue Policy Statement within the Operational Plan for the specific details of these charges.

b) Borrowings

In 2016/17 council approved an internal loan from the General Fund to the Water Fund for \$100,000. Principal and interest repayments are included in the budget.

c) Capital Expenditure

Below is a list of the proposed capital expenditure items for 2017/2018.

Description	Type of Cap Exp	Amount \$	Reserve	Grant Funding	Source of Funding
Water Meter Renewals	Renewal	10,000	10,000		Water fund
Water main renewals – Fitzroy Street Stage 2	Renewal	100,000	100,000		Water fund
		\$110,000	\$110,000	0	

(C) WALCHA SEWERAGE LOCAL FUND

The Draft Budget for the Walcha Sewerage Local Fund provides for total operating expenses of \$437,420 and total operating revenues of \$758,420 which provides an operating surplus of \$320,778. When grants and contributions provided for capital purposes are excluded this results in a surplus of \$220,778.

When depreciation and capital items are taken into account the budget provides for a deficit cash operating result of \$253,222.

Submitted to Council: 29 March 2017

..... General Manager Mayor



Working funds from the water function as at 30 June 2018 are estimated to be approximately \$323,756 which is considered adequate given the size of the fund and its asset renewal program.

a) Charges

As with water, in the 2005/2006 best practice guidelines were introduced for developing the sewer and trade waste charges. This has resulted in a complex range of charges and Councillors are requested to refer to the revenue policy statement within the operational plan for the specific details of these charges.

As the sewer fund is predicted to have an operating surplus there will be no increase in rates for the 2017/18 financial year.

b) Borrowings

There are no new borrowings proposed for the Fund in 2017/18.

c) Capital Expenditure

Below is a list of the proposed capital expenditure items for 2017/2018

Function	Description	Type of Cap Exp	Amount \$	Grant Funding	Reserve	Source of Funding
Sewer	Sewer relining	Renewal	50,000		50,000	Sewer Fund
Sewer	STP Upgrade	Renewal	600,000	300,000	300,000	Country Towns/ Sewer Fund
TOTAL			\$650,000	\$300,000	\$350,000	

RECOMMENDATION:

The Draft Budget for the year 2017/2018 be ADOPTED by Council and placed on public exhibition for a period of 28 days FURTHER THAT the Budget be included in the annual Operational Plan.

Submitted to Council: 29 March 2017

..... General Manager Mayor



Item: 6.5 **Ref:** WO/2017/00414
Title: Request for Funding from Yarrowitch Public Hall Reserve Trust
Author: General Manager
Previous Items: Not Applicable
Attachment: Yes

Summary

Council have received a request from the Yarrowitch Public Hall Reserve Trust for an increase in funding for their new amenities building project at Yarrowitch Showground.

Report

The Yarrowitch Public Hall Reserve contacted Council requesting a letter of support for their application to the Building Better Regions Fund – Infrastructure Projects Stream Grant to build an amenities building at the Yarrowitch Showground. Council also stated in this letter of support that they would contribute \$15,000 towards this project. This amount has been budgeted as part of the Village Improvement Grants.

As per the letter attached, Council have now been requested if we have the capacity to increase funding for this project.

Financial Implications:

In our current budget year, \$15,000 was allocated to Village Improvement Grants for Yarrowitch with no budget allocation in 2017/2018 Budget.

RECOMMENDATION: For Council’s consideration.

Submitted to Council: 29 March 2017

..... General Manager Mayor



Trustees of the Yarrowitch Hall and Grounds
C/-Jeff O'Keefe
Maroondah
97 Cary's Road
YARROWITCH NSW 2354

18 March 2017

Mr Jack O'Hara
2w Hamilton St
WALCHA NSW 2354

Dear Mr O'Hara and Walcha Council Representatives,

RE: New amenities building at the Yarrowitch Showgrounds.

Since last corresponding with you we have been applying for grant assistance for the proposed construction of a new amenities building at the Yarrowitch Showgrounds. The Building Better Regions Fund – Infrastructure Projects Stream grant we have applied for is a 1:1 contribution. Current quotes for the amenities building with all services connected have been just short of \$120,000 ex GST. At present, we have co-contributions amounting to \$45,000, being from the Yarrowitch Rodeo Incorporated (\$20,000), Yarrowitch Public Hall Reserve Trust (\$10,000) and Walcha Council (\$15,000). We applied for exceptional circumstances to the BBRF to be considered for the grant.

We are currently waiting on more building quotes and working on other grant funding applications. Considering our situation that we may fall short in funding this amenities building would the Walcha Council have the capacity to increase funding for the project?

Look forward to hearing from you.

Yours sincerely,

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

Anne-Marie Pointing

On behalf of Jeff O'Keefe trustee of the
Yarrowitch Public Hall Reserve Trust

Submitted to Council: 29 March 2017

..... General Manager Mayor



Item: 6.6 **Ref:** WO/2017/00358
Title: Formation of a Walcha Youth Advisory Committee under Section 355
Author: General Manager
Previous Items: Not Applicable
Attachment: No

Introduction:

A Walcha Youth Advisory Committee is being established and this report is to finalise it to become a Committee of Council under Section 355.

Report:

Section 355 of the Local Government Act, 1993 permits Council to exercise its functions through a committee. The Local Government (General) Regulation 2005 provides the authority for Council to *establish* by resolution, such committees as it thinks fit. The Regulation also covers such issues as membership of a committee, the quorum of a committee and the functions of a committee. Specifically, Section 30 of the Regulation requires that Council must specify the functions of each of its committees at the time they are established. These functions may be amended from time to time.

If the Council agrees the request has merit the following is the recommended function and membership of the committee.

Function of the Committee:

To purpose of the Committee is to engage with the youth of Walcha and allow for their input into the Youth programs to be developed in the Walcha area.

Membership:

One Councillor, Library/Youth Officer, 8 youths aged between 11 and 18, and 2 adult community representatives on a yearly term.

Meetings:

The Committee is to meet bi-monthly or as required. The appointed Councillor to act as the Chairperson. The quorum is to be 7.

RECOMMENDATION:

That Council establish a Walcha Youth Advisory Committee to engage with the youth of Walcha and allow for their input into the Youth programs to be developed in the Walcha area.

Submitted to Council: 29 March 2017

..... General Manager Mayor



Walcha Youth Advisory Committee (YAC)

Roles and Structures

The Purpose of the Walcha YAC is to engage with the youth of Walcha and allow for their input into the Youth programs developed in the Walcha area.

Membership:

- 1 Councillor (Chairman)
- 1 Council employee (Secretary)
- 8 youth aged between 11 and 18
- 2 adult members of the community

Members of the Walcha Community can also attend open Meetings.

All twelve (12) committee members to have voting rights.

Election of Members:

Nominated representatives of the Walcha Youth Advisory Committee will serve a term of 12 months.

Youth/Citizen membership to be restricted to a maximum of three consecutive terms, ie: three years. Casual vacancies can be appointed until the review period.

Meetings:

The Walcha Youth Advisory Committee will meet on a bi-monthly basis at a time convenient to members. If a meeting is cancelled due to lack of a quorum, the agenda items will be carried over to the next scheduled meeting. Meetings may be held more regularly when the need arises.

Notice of Meetings:

The Secretary will notify the Walcha Youth Advisory Committee of a meeting, no later than 2 weeks prior to the scheduled meeting date. The notice can be provided by telephone, email, SMS or post.

Agenda Items:

Agenda items for the next meeting are to be received within ten (10) days prior to the next scheduled meeting. Agenda items and attachments will be forwarded to members with the Notice of Meeting. Items outside of the Agenda can be raised during 'General Business'.



Item: 6.7 **Ref:** WO/2017/00418
Title: Update - Naturally Occurring Asbestos at Nowendoc
Author: Director - Engineering Services
Previous Items:
Attachment: No

Introduction:

Following the Council briefing conducted in December 2016, Regional Enviro Science has been engaged to complete a Naturally Occurring Asbestos (NOA) investigation at Nowendoc.

Report:

Following concerns around Naturally Occurring Asbestos, Regional Enviro Science (RES) was engaged to conduct an investigation on the original quarry that provided gravel material for the Nowendoc – Cooplacurripa and Brackendale Roads. During the field investigation, samples were taken from the quarry by a representative from RES. Sampling was completed by targeting rocks that were considered to pose the greatest risk of NOA to ensure that any asbestos that may have been present was exposed.

In addition to the samples taken from the quarry, outcropping rocks were taken from the road surface. The samples were then taken to Dubbo, where RES has a NATA accredited lab. Thorough testing was undertaken to determine whether the rock has any of the many forms of NOA present.

Testing showed that none of the samples taken had any NOA present.

Although this initial testing is very positive, further testing will be undertaken in order to ensure there are no possible NOA risks to the community. In addition to the above, an asbestos management plan will be required for when works are completed in the Nowendoc Area.

RECOMMENDATION: For Councils Information.

Submitted to Council: 29 March 2017

..... General Manager Mayor



Item: 6.8 **Ref:** WO/2017/00428
Title: Adoption of Disability Inclusion Action Plan (DIAP)
Author: General Manager
Previous Items: Not Applicable
Attachment: Yes – WO/2017/00176 – Walcha Council’s Disability Inclusion Action Plan (DIAP)

Report:

Under the Disability Inclusion Act 2014, councils are required to develop a Disability Inclusion Action Plans by July 2017.

A Disability Inclusion Action Plan demonstrates local government’s commitment to people with a disability on improving access to services, facilities and jobs and is also designed to change perceptions about people with a disability.

At the October 2016 Ordinary Meeting of Council, Council resolved to place the Draft Disability Action Plan on public exhibition for 28 days.

The public exhibition closed on 30 November 2016 and no submissions were received.

RECOMMENDATION:

That Council, under the Disability Inclusion Act 2014, ADOPT the Disability Inclusion Action Plan as presented.

Submitted to Council: 29 March 2017

..... General Manager Mayor



Item: 6.9 **Ref:** WO/2017/00427
Title: Walcha Council Community Care Advisory Committee
 Membership Nominations
Author: General Manager
Previous Items:
Attachment: No

Introduction:

This report is to appoint a representative to serve on the Walcha Council Community Care Advisory Committee.

Report:

The Committee consists of six citizen representatives representing a broad range of community members. Davina was employed as the HACC Bus Driver for a number of years, and is now one of our volunteers conducting medical drives. As there is a vacant community citizen representative available, Davina’s experience would be welcome on the committee.

RECOMMENDATION:

That Council appoint the Davina Young to the Walcha Council Community Care Advisory Committee as the sixth citizen representative as per the structure of the Committee.

Submitted to Council: 29 March 2017

..... General Manager Mayor



Item: 6.10 **Ref:** WO/2017/00411
Title: Walcha Preschool Advisory Committee Membership Nominations
Author: General Manager
Previous Items:
Attachment: No

Introduction:

This report is to appoint two parent/citizen representatives to serve on the Walcha Preschool Advisory Committee.

Report:

The Committee consists of four parent/citizen representatives generally elected for a two year period with half the number changing each year. Applications for the vacant position were called and for applications were received. The applicants Kimberley Lisle, Melika McKinnon, Bonnie Brown and Tanya Sutton all have children attending Preschool in 2017.

The two community members leaving the Committee are Lisa-Patterson Kane and Anna Mulligan.

RECOMMENDATION:

That Council appoint the successful applicants to the Walcha Preschool Advisory Committee FURTHER THAT Council write to Lisa Patterson-Kane and Anna Mulligan expressing Council’s appreciation for their dedication and commitment whilst serving on the Committee.

Submitted to Council: 29 March 2017

..... General Manager Mayor



Ref: WO/2017/00407

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

Item 9:
Management
Review Reports

Submitted to Council: 29 March 2017

..... General Manager Mayor



FINANCE AND ADMINISTRATION

1. Listing of Bank Balances for the Month of February 2017

Unfortunately due to a computer error this information is unavailable at this time. It will be completed for next month's meeting.

2. Investments (Local Government (Financial Management) Regulation 1993, Clause 19 (3) (A) for February 2017

Please see the following Report for the investments placed in February 2017.

Overdraft Limit

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

Jack O'Hara
GENERAL MANAGER

Submitted to Council: 29 March 2017

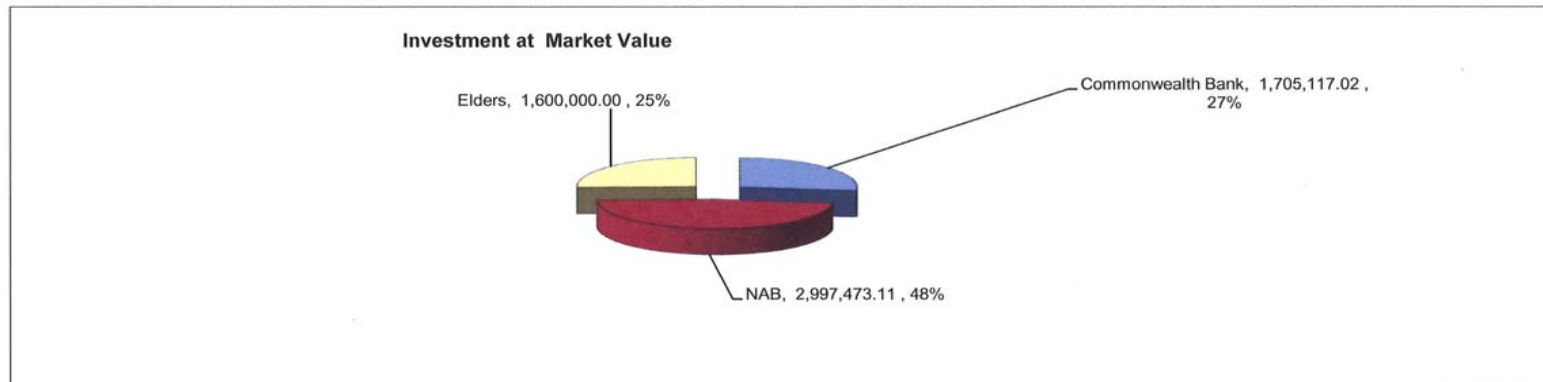
..... General Manager Mayor



REGISTER OF INVESTMENTS TO 28/02/2017

Institution	Type	Placement Date	Term (Days)	Maturity Date	Rate	Est. Interest	YTD Interest	Amount Invested	YTD Redemption	Est. Market Value At 28/02/17	MV % of Portfolio	
National Australia Bank	Term Deposit	1/11/2016	90	30-Jan-17			9560.62	-	509,927.26	-	0.00%	
National Australia Bank	Term Deposit	15/11/2016	108	01-Mar-17	2.65%	3974.69	12775.25	506,905.04	-	506,905.04	8.04%	
Elders Rural Bank	Term Deposit	28/12/2016	90	28-Mar-17	2.65%	6207.53	16309.63	950,000.00	-	950,000.00	15.07%	
National Australia Bank	Term Deposit	15/11/2016	134	30-Mar-17	2.65%	4864.38	0.00	500,000.00	-	500,000.00	7.93%	
National Australia Bank	Term Deposit	1/12/2016	148	28-Apr-17	2.65%	5423.36	8997.96	504,723.98	-	504,723.98	8.01%	
Elders Rural Bank	Term Deposit	15/12/2016	135	29-Apr-17	2.65%	6370.89	6832.99	650,000.00	-	650,000.00	10.31%	
National Australia Bank	Term Deposit	30/09/2016	241	30-May-17	2.90%	9573.95	5320.00	499,999.00	-	499,999.00	7.93%	
National Australia Bank	Term Deposit	16/10/2016	243	16-Jun-17	2.90%	9380.16	7584.24	485,846.09	-	485,846.09	7.71%	
National Australia Bank	Term Deposit	16/10/2016	243	17-Jun-17	2.90%	9653.41	17517.45	499,999.00	-	499,999.00	7.93%	
Commonwealth Bank	Term Deposit	17/09/2016	365	17-Sep-17	3.00%	10118.45	6197.18	337,281.82	-	337,281.82	5.35%	
Commonwealth Bank	Term Deposit	30/11/2016	296	26-Sep-17	2.65%	10887.16	5639.88	506,605.63	-	506,605.63	8.04%	
Commonwealth Bank	Term Deposit	30/11/2016	326	26-Oct-17	2.66%	20460.93	9587.79	861,229.57	-	861,229.57	13.66%	
							96,915	106,323	6,302,590.13	509,927.26	6,302,590.13	100.00%

Capital Value of Portfolio	6,302,590.13
Redeemed Value of Portfolio	509,927.26
Market Value of Portfolio 28/02/17	<u>6,302,590.13</u>
Estimated Profit/(Loss) 28/02/17	<u>6,302,590.13</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 Rosemary Strobel (Responsible Accounting Officer)

Submitted to Council: 29 March 2017

..... General Manager Mayor



3. Work, Health & Safety

February 2017

Workplace Incidents - No incidents occurred during the reporting period, although one near missed was reported.

Motor Vehicle – Council recorded two minor incidents while operating hired plant. No insurance claims were made however Council will be invoiced for damages from the hire company.

Public Liability – No outstanding Public Liability Claims.

4. Tourism Report

February / March 2017

Number of visitors to VIC

FEBRUARY	2017	2016	2015	2014
Walk in's	275	444	335	367
Phone enquiries	56	41	25	33
Email enquiries	1	1	0	4
WEBSITE				
Visits	4,232			
No of Hits	173,158			

Loan-a-Bike

We have had plenty of community comment on the Loan-a-Bike being a great idea. However as yet they haven't been heavily utilised. We had our first "Loan out" on Monday 20 February and another one the following week. The riders were very impressed with the quality of the bikes and thought it was a great idea. I mention it to a lot of people who are here for longer stays however a large portion of this demographic are more elderly and nearly pass out at the thought of hopping on a bike. I will investigate costs associated with advertising on a semi-regular basis. Easter may be a time when people have visiting friends and relatives who may be interested.

KTM Motorcycle Event Wednesday 8 March 2017

On Wednesday 8 March over 200 motorcycle riders embarked on Walcha, riding up from the Hunter Valley through Nundle & Niangala. They booked out the town's accommodation as well as camped out at Langford. They had a dinner function catered for them out at Langford also and then rode off to the east through our surrounding National Parks, State Forests on back roads down to Elands and onto Gloucester. This high-profile event was a fabulous coup, especially on a mid-week day, for Walcha and all of our operators.

Local Government Tourism Conference – 12-14 March 2017

Clr Jen Kealey, Lisa Kirton (Tourism Officer) and I attended the LGNSW Tourism Conference in Taree on 12-14 March. This was the first tourism conference any of us had attended and it was found to be a worthwhile exercise both from an information angle and networking opportunities.

Submitted to Council: 29 March 2017

..... General Manager Mayor



The overall topic for the conference was Accessible and Inclusive Tourism. Our awareness was broadened to recognise multiple groups who require accessibility, beyond the person in the wheelchair, there are the deaf, blind, people with families (prams especially) and people with pets can all be affected by lack of accessibility.

We came home with some ideas, information on accessing (and assistance to access) funding for some of grants. A grant towards “Heritage Near Me” projects particularly sparked interest and enthusiasm between the three of us.

Ideas were gained on making ‘Access Information’ more readily available and obvious on our website and with handouts through the Visitor Information Centre. Ambassador (volunteer) training programs were also a point of interest.

Susie Crawford
 Tourism Manager

5. Grant Information

Grants Currently Applied for:

Name of Grant:	Purpose of Grant:	Amount Requested:	Council Contribution:	Date Outcome Announced:
Community Preschool Capital Works Grants Program Link:	Enlarge and replace current Preschool building	\$990,000	\$330,000	End of January 2017 (running late)
Fixing Country Wash Bay Grants	Truck Wash Bay	\$578,000	\$22,000	Unknown
National Youth Week Shuttle Bus	Transport to access Youth Week activities.	\$750	Nil	End of March 2017
National Volunteer Grants	Equipment to facilitate and support people who volunteer	\$5,000	Nil	
ClubGrant, Local Arts and Cultural Infrastructure.	Increase Participation and Drive Cultural Tourism.	\$300,000	TBD – multiple submissions	Unknown.

Submitted to Council: 29 March 2017

..... General Manager Mayor



Grants Currently Being Investigated:

Name of Grant:	Purpose of Grant:	Closing Date:
Arts Projects – Organisations Community Building Partnership Youth Opportunities Funding Regional Arts NSW website:		Various times
Transitional Assistance Program for Local Government	Assistance to implement the NDIS	21 April 2017
Federal Bridge Replacement Program Round 3	To improve local access and to permit the use of higher productivity vehicles.	15 May 2017

Website Links:

- <http://www.dec.nsw.gov.au/what-we-offer/regulation-and-accreditation/early-childhood-education-care/funding/grants-program>
- <https://www.liquorandgaming.justice.nsw.gov.au/Pages/about-us/our-initiatives/infrastructure-grants/arts-and-cultural-funding-round.aspx>
- <http://regionalartsnsw.com.au/grants>
- <https://nswcommunities.smartygrants.com.au/ShuttleBusGr2017>
- <https://www.dss.gov.au/grants/grants/closed-funding-rounds/volunteer-grants-2016>
- <https://www.liquorandgaming.justice.nsw.gov.au/Pages/about-us/our-initiatives/infrastructure-grants/arts-and-cultural-funding-round.aspx>

Submitted to Council: 29 March 2017

..... General Manager Mayor



ENGINEERING SERVICES

6. Wages & Overtime Summary

December 2016 / January 2017

Pay Period	Week Ending	Overtime Hours	Amount (\$)
30	22/01/2017	77.75	3,771.22
31	29/01/2017	74.25	3,508.34
32	05/02/2017	50.50	2,294.30
33	12/02/2017	99.50	4,882.22
34	19/02/2017	69.00	3,432.88
35	26/02/2017	70.25	3,080.11
36	05/03/2017	51.25	2,403.90
37	12/03/2017	62.75	2,932.82
TOTAL		555.25	\$26,305.79

7. Shire Roads Maintenance

Local Roads & Bridges - Projects:

Design and Construct – Five Bridges Tender:

Waeger Constructions have arrived on site, and are commencing on the Aberbaldie Bridge. The bridge will be removed by 24 March, with piling to commence on Monday 27 March. The Flags Niangala Bypass Track will be installed by 24 March, with piling to occur alongside the Aberbaldie Bridge. The Kangaroo Flat Bridge will commence shortly after the completion of the Aberbaldie and Flags Niangala Bridges. The Hartford road bridges will finalise the program, and are not expected to commence until late in the financial year.



Gravel Re-Sheeting – Campfire and Niangala Roads:

An extensive amount of Gravel Re-sheeting has been completed on the Campfire and Niangala Roads, using gravel predominantly from the Glenelg Quarry.

The gravel used is a great product and a firm, tight finish was achieved.

Further grading o the campfire road will be completed to compliment the re-sheeting works.

Submitted to Council: 29 March 2017

..... General Manager Mayor



Old Brookmount Road – Bypass Track:



A heavy vehicle bypass track has been installed around the second bridge on the Old Brookmount Road in order to allow for the movement of cattle, fertiliser and other freight.

The timber bridge forms part of the replacement program, however it will not be replaced for some time.

The bypass track will remain in operation until the bridge can be replaced and carry the loads required by the farmers in the area.

Regional Roads – Projects:

Bergen Bridge Widening :

The Bergen Bridge Widening is now underway, with the successful contractor on site. Works are progressing well, with all columns now poured and cured. Works are to recommence on Monday, 27 March until project completion.



Local Government Engineering Services have been engaged to complete the approach designs to the bridge, which will be constructed by Council.

Submitted to Council: 29 March 2017

..... General Manager Mayor



State Roads – Projects:
Blackfellows Gully Guardrail:



Damaged, outdated and dangerous guardrail on the Oxley Highway has been removed and replaced with a compliant system.

The new guard rail was removed and replaced with little impact on traffic flows.

Urban – Projects:



Jamieson Street Stage 2:

Jamieson Street Stage 2 is nearing completion, with the final stage to install the kerb inlet pit and pipe into the adjacent gully.

A final seal will be placed over the project, allowing for a clean and uniform finish to be achieved.



Asphalt was installed against the entire length of the kerb in order to ensure a water tight seal is formed along the kerb and pavement interface and to prevent the soft shoulders that originally occurred.

Submitted to Council: 29 March 2017

..... General Manager Mayor



Completed Maintenance Snapshot:

Local Roads	
Maintenance Grading:	Roads:
	Strathleigh
	Kangaroo Hills
	Glenroy
	Boyd's Lane
	Cells River
	Surveyors Creek
	Winterbourne
	Niangala
	Brackendale
	Table Top
	Florida
	Gen Morrison
	Wirribilla
	Lymington
	Rosedale
	Baringa
	Englefield
	Kilburnie
	Queens Cairn
	Brooks
	Bark Hut
Clean Pipes	Roads:
	St Leonards Creek
	Scrubby Gully
Rural Address	Roads:
	Brackendale
	Lakes
	Blue Mountain
	Darjeeling
Flood Wash	Roads:
	Niangala Stock route
Traffic Facilities (Guideposts)	Roads:
	Ohio
	Bergen
	Mirani
	Oaklands
	Wirraway
	Yarrobindi
	Moona
	Wollun
	Old Brookmount
	Bark Hut

Submitted to Council: 29 March 2017

..... General Manager Mayor



Slash Shoulders	Roads:
	Wollun
	Emu Creek
	Winterbourne
	Moona Plains
State & Regional Roads	
Oxley Highway Maintenance:	Tasks:
	Repair Potholes
	Sign repair
	Guidepost repair
	Drain Cleaning
	Servicing Rest Areas
	Vegetation Control
Regional Roads:	Tasks:
	Repair Potholes
	Edge Repairs
	Vegetation Maintenance
	Service Rest Areas
Urban Roads	
Urban Maintenance:	Tasks:
	Tree, Garden & Park Maintenance
	Sporting Ground Maintenance
	Town Street Cleaning
	Pool Maintenance & Operation

Proposed Works for the Coming Period:

Shire Roads:

- ◆ Grading will take place on Campfire, Brackendale, Gill’s, Blue Mountain, Hazeldene, Uruga, Abbotsley, Old Brookmount, Mirani, Moonganna, Ohio North and Ohio Roads.
- ◆ Commence works on the Aberbaldie Bridge Replacement, closely followed by the Flags Niangala Bridge with the remaining bridges to follow Flags Niangala.

State & Regional Roads:

- ◆ The “Pandora” Rehabilitation which is an extension of the “Yerrawun” Rehabilitation on the Thunderbolts Way has been postponed due to large poplars having a great influence on the pavement. The trees will be removed to allow for a successful rehabilitation. This works is expected to commence during April, with the rehabilitation to commence shortly.
- ◆ Continue with the Bergen Bridge Widening Project, which will be completed in May.
- Maintenance:
 - Pothole Patching.
 - Slashing
 - Drainage Works

Submitted to Council: 29 March 2017

..... General Manager Mayor



Works In Town:

- ◆ Sporting grounds maintenance.
- ◆ Town Mowing - parks, gardens and cemeteries.
- ◆ Town Garden Maintenance.
- ◆ Pool Closure and wrap up.

Dylan Reeves
Director – Engineering Services

8. Water

Level 1 Restrictions– introduced 29 June 2016, target usage 250 – 290 Litres/Person/Day
Water usage for the month of February 2017 was as follows:

- ◆ Monthly Usage – 14.9 Mega Litres (4 week month)
- ◆ Usage per person per day – 359 Litres

The Macdonald River has continued to run at the location of the river pump station due to storm activity over the catchment area.

Pumping of the town water from the Macdonald River has resumed as the previously reported mechanical issue with the River Pumps has been partially resolved. One of the two pumps is operational; the second pump still to be recommissioned is expected to be operational in the next fortnight once electrical repairs are carried out.

Emergency Town Water Supply

Work is near to completion on the connection of the pipeline for the 100-140ML of emergency town water supply at Muluerindie to the existing pump station. The final electrical work and commissioning of the pump and generator are expected to be completed in the next fortnight.

Water Treatment Plant (WTP) Augmentation

Work still continues on a few final outstanding tasks on this major upgrade project. Final commissioning of all but one of the new chemical dosing systems has been carried out; the remaining system still requires fine tuning by the supplier. Also, the new fluoride dosing system was approved by DPI Water in February for commissioning but Council is still waiting for formal approval from NSW Health prior to the commissioning of this system.

A full project report was not prepared for this month’s Council meeting due to the two new chemical dosing systems still to be commissioned and the few final outstanding tasks requiring completion.

9. Sewer

Sewer Treatment Plant (STP) Upgrade

Infrastructure NSW has not informed Council if the transfer to the Regional Water and Waste Water Backlog Funding Program has been successful. No advice has been given regarding the expected timing for notice. This project remains on hold.

STP Crown Land Acquisition

Submitted to Council: 29 March 2017

..... General Manager Mayor



The Valuer General is in the process of determining the compensation value and has advised this will take 6-8 weeks. Council therefore expects a determination by the end of April from the Valuer General.

10. Waste

Community Recycling Centre (CRC)

The centre is ready for a soft opening and the date approved by the EPA is Monday, 3 April. Council is unable to advertise the opening until such time as it is officially opened by the Minister or a representative. An official opening date has not yet been advised.

Waste Strategy

The Draft Strategy report is to be presented at the March Council meeting.

Proposed upgrades of Woolbrook & Nowendoc landfills:

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

The security fencing installation is complete and work has commenced on a ‘Closure Plan’. The closure plan is to be submitted to the EPA prior to further works being undertaken

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

Installation of the security fencing is expected to commence in May.

Tess Dawson
Senior Manager – Water, Sewer & Waste



ENVIRONMENTAL SERVICES

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

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

The statistical information contained within this report demonstrates the work carried out by staff in achieving the strategic objectives and delivery actions as outlined in Council’s Community Strategic Plan 2025, Delivery Program 2013-2017 and Operational Plan 2016-2017.

A report will be presented to Council each month for comparison purposes, showing the previous year’s totals, and the year to date figures for the current year.

11. Development

Development Application (DA) Data		
	2015/2016	2016/2017 YTD
Total Number of DAs Determined	35	12
Number of DAs Outstanding	-	3
Average Determination Time (days)	28.17	23.25
Value of DAs	\$3,866,140	\$1,752,000
Number of Single New Dwellings	6	7
Residential	1	2
Village / Large Lot Residential	2	1
Rural	3	4
Number of Multi Unit Dwellings	1 (9 units)	0
Number of Commercial Developments	3	2
Number of Industrial Developments	2	0
Withdrawn	0	0
Refused	0	0

Complying Development Application (CDC) Data		
	2015/2016	2016/2017 YTD
Total Number of CDCs	6	7
Value of CDCs	\$659,900	\$308,800
Number of Single New Dwellings	1	0
Residential	1	0
Village / Large Lot Residential	0	0
Rural	0	0

Submitted to Council: 29 March 2017

..... General Manager Mayor



**Development Applications and Complying Development Certificates
 Determinations issued – February 2017**

Section 101 of the *Environmental Planning and Assessment Act 1979* (the Act), as amended, precludes a challenge to the validity of consent more than three (3) months after the date of public notification of the consent. Consents are available for public inspection, free of charge, during ordinary office hours at Council’s Hamilton Street office. In accordance with Section 101 of the Act and Clause 124 of the *Environmental Planning and Assessment Regulation 2000*, the following determinations are publicly notified:

DA Number	Description	
10.2016.10.2	2 lot residential subdivision of land and construct single new dwelling	190W Apsley Street, Walcha
10.2017.2	Construct new carport	62N Churchill Lane, Walcha
CDC Number	Description	
18.2017.1	Construct new shed	9W Legge Street, Walcha

Declaration of Interest by Applicant of a Development Application / Construction Certificate / Complying Development

Nature of Interest	Number Received 2015/2016	Number Received YTD	Number Received this period
Political Gifts and Donation	0	0	0
Applicant or owner is an employee of Walcha Council or a Councillor	1	0	0
Applicant with any relationship to staff or Councillor	2	1	0

s149 Planning Certificates

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

S149 Planning Certificates	2015/2016	2016/2017 YTD	This Period
Number Issued	125	92	16

12. Environment & Regulatory

Environmental & Public Health Regulatory Services

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),

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- *Local Government Act 1993* e.g. overgrown land and accumulation of waste, and
- *Protection of the Environment Operations Act 1997* e.g. dumping of rubbish.
- *Food Act 2003* e.g. hygiene and handling

Penalty Notices

No fines were issued for this period

Notices and Orders Issued

Description		2015/2016	2016/2017 YTD	Issued this Period
Overgrown allotment (Order Number 21, Section 124 Local Government Act 1993)	Warning	5	5	0
	Intention	0	0	0
	Order	0	0	0
Accumulation of waste (Order Number 22, Section 124 Local Government Act 1993)	Warning	3	2	0
	Intention	0	0	0
	Order	0	0	0
Keeping of animals (Schedule 2 Local Government Regulation 2005 & Council Policy)	Warning	8	5	1
	Intention	2	1	0
	Order	0	0	0
Nuisance dog (Section 32A Companion Animals Act 1998)	Warning	0	0	0
	Intention	0	2	1
	Order	0	0	0
Dangerous dog (Section 34 Companion Animals Act 1998)	Warning	0	0	0
	Intention	1	0	0
	Order	0	0	0
Roaming dog (Section 12A Companion Animals Act 1998)	Warning	5	1	1
	Intention	0	0	0
	Order	0	0	0
Companion animal microchipping & registration (Sections 8 & 9 Companion Animals Act 1998)	Warning	0	4	1
	Intention	0	0	0
	Order	0	1	0
Vehicles and traffic on nature strip (NSW Road Transport Act 2013)	Warning	0	13	12
	Intention	0	0	0
	Order	0	0	0
Abandoned vehicle (Road Transport (Vehicle and Driver Management) Act 2005 and Impounding Act 1993)	Warning	4	0	0
	Intention	0	0	0
	Order	0	0	0
Noise Abatement (Protection of the Environment Operations Act 1997)	Warning	0	0	0
	Intention	0	0	0
	Order	0	0	0
Environmental Pollution (Protection of the Environment Operations Act 1997)	Warning	0	1	0
	Intention	0	0	0
	Order	0	0	0

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

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Environmental Services Customer Requests February 2017	
Barking dogs	3
Dog attacks	1
Roaming dogs	1
Roaming stock	1
Other animals	1 (rooster)

Tree Management Applications (TMAs)

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.

TMAs	2015/2016	2016/2017 YTD	This Period
Lodged	20	17	1
Approved (under delegation)	17	17	2
Approved (Council)	0	0	0
Refused	2	0	0

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 Clinic	2015/2016	2016/2017 YTD	This Period
Attendance Record	52	49	8

Food Premises Surveillance

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

For information purposes a summary of the food surveillance activities undertaken for the 2016/2017 year as at 28 February 2017 is provided.

Food Premises Surveillance 2016/2017						
	High Risk Fixed	Medium Risk Fixed	Low Risk Fixed	Mobile	Temporary	TOTAL
Total No.	27	6	7	2	2	44
No. Primary Inspections	11	3	0	0	1	15
No. Re-inspections	2	0	-	-	0	2
No. additional Re-inspections	0	-	-	-	-	0
No. FSS Required	21					21
No. FSS Current	20					20

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13. Animal Control

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

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

Companion Animals Registrations 2016/2017							
	Desexed	Non desexed	Pensioner (desexed)	Pound Purchase (desexed)	Recognised breeder	Working	Value \$
Jul	5	0	2	0	0	0	\$304.00
Aug	4	0	0	0	0	0	\$212.00
Sep	3	0	0	0	0	0	\$159.00
Oct	0	0	3	0	0	0	\$66.00
Nov	0	0	0	0	0	0	\$0.00
Dec	0	2	0	0	0	0	\$390.00
Jan	1	1	0	1	0	0	\$274.50
Feb	0	0	0	0	0	0	\$0.00

Companion Animals Seizures 2016/2017						
	Seized	Surrendered	Released	Rehomed	Euthanased	Stolen
Jul	1	0	0	0	1	0
Aug	2	2	0	0	2	0
Sep	1	0	1	0	0	0
Oct	4	0	3	1	0	0
Nov	1	0	0	0	1	0
Dec	0	0	0	0	0	0
Jan	4	0	2	0	2	0
Feb	1	0	0	0	1	0

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COMMUNITY SERVICES

14. Walcha Council Community Care

February 2017

Groups

Women's Group and Wanderer's Group

1 February 2017 – 22 clients from the Women's Group and the Wanderer's Group attended morning tea at the Community Day Centre Rooms. The ladies enjoyed the first meeting for the year and the get together with each other after the break.

15 February 2017 – 20 ladies attended the trip to visit the beautiful garden owned by Robyn and Ron Vincent at "Avondale", Walcha Road. The weather turned on a glorious sunny morning for the tour of the garden and morning tea which was enjoyed under the lovely shade trees in the garden. Lunch was then held at the Walcha Road Hotel.



Ivy Partridge enjoying the morning



Pam Drew enjoying a swing in the garden



Barbara Barker and Hope Strudwick admiring Robyn's garden

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Heather Lockyer, Pat Laurie and Syreene Kitchener



Ollie Wall, Helen Sweeney and Ethel Henry



The WCCC Women's and Wanderer's Groups with Robyn Vincent in her beautiful garden at "Avondale" Walcha Road

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Wanderer’s Group

8 February 2017 – the group enjoyed morning tea at the Community Day Centre Rooms before starting on the project for the Walcha Show. Syreene and Hope were together creating a lovely wall hanging to be completed at the UFO Group get together.

22 February 2017 – The Wanderer’s Group travelled to Inverell for the day. Morning tea was at the picnic area on the river at Bundarra and the group visited the Inverell Tourist Centre. Lunch was held at the Bridge Café.

Men’s Group

14 February 2017 – 19 gentlemen attended morning tea in the Community Day Centre Rooms. Walcha Mayor, Eric Noakes was the guest speaker for the morning. The group had a very relaxed morning and enjoyed the conversation with Eric about the community of Walcha.

28 February 2017 – 18 gentlemen attended the day trip to Nundle. The first stop for the day was at the lookout at Chaffey dam where morning tea was served while enjoying the view of water in the dam while it is such a full level. The group then travelled onto Nundle where they all had a small amount of free time to explore Nundle before meeting at the Peel Inn for lunch. The Nundle Woollen Mill was the last venue to visit for the day and the group was given a very thorough tour of the mill as it was operating.

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

14 February 2017 – The UFO Group had a get together for the day at Val Wall’s residence. The group worked on projects and discussed new ideas. Hope and Syreene worked on their entry for the Walcha Show.



The appliquéd wall hanging created by Hope Strudwick and Syreene Kitchener for their Walcha Show entry in the Pavilion

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Transport– February

Medical drives –10 clients utilized the service with 19 trips.

Access bus – 8 clients used the service making 42 trips.

Bus to Tamworth – 5 clients used the service on 24 February 2017.

Bus to Armidale numbers for February were as follows:

- ◆ 7 February 2017 – 8 clients – Walcha Service
- ◆ 14 February 2017 – 3 clients – Uralla Service using TCT Bus and Driver
- ◆ 21 February 2017 – 8 clients – Walcha Service
- ◆ 28 February 2017 – 3 clients - Uralla Service using TCT Bus and Driver

Taxi Vouchers – 19 clients have been provided with Taxi Vouchers for the month of February 2017.

Meals on Wheels

For the period of 6/02/2017 to 28/02/2017, there were 12 clients who received hot main meals and 4 clients received frozen meals. The total number of meals for the period in February was 211. The changeover to Apsley Riverview providing meals for the Meals on Wheels service has been with out any problems. Feedback has been positive with all clients indicating the meals are lovely and fresh and the food quality is good. Volunteers have also provided positive feedback in regards to the change of meal provider and quality of the meals.



Peter Laurie and Tracy Cotten delivering meals on the first day with meals being provided by Apsley Riverview

Rural and Remote Exercise Groups

4 clients attended at Niangala during February 2017.

10 clients attended at Nowendoc during February 2017.

Feedback and Complaints

- ◆ 15/2/2017 - Women’s Group client provided verbal feedback 15/02/2017 about the Women’s Group trip to Walcha Road. “The food was beautiful and the day

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was very well organized. Cathy does extremely well at looking after the Women’s Group.”

◆ Verbal comments received from Meals on Wheels clients included:

- Nice and delicious meals
- Meals were absolutely beautiful and would recommend them to all senior people.
- Meals look lovely and the size of the meal was good.
- Beautiful meal
- I look forward to Meals on Wheels now.
- Meals are beautiful
- The meals are very nice
- Exceptional, very nice meals
- Volunteer commented that everyone was happy and the meals looked beautiful.
- Clint commented that he was struggling with the size of the meal, they are not big enough.
- Client commented he was happier with size of the meal now.
- Meals are lovely, they are nice home cooked meals and the sweets are great.

Meetings and Training

8 – 9 February 2017 – Transport Forum held at the Pavilion Function Centre Nemingha.

9 February 2017 – Dementia Support Group meeting held at the Community Day Centre Rooms.

16 February 2017 – Walcha Council Community Care Planning Day, “Community Conversation”. The workshop was hosted by the New England Support Sector Team and facilitated by Debra Pugh. Items discussed were around the services we provide and what most people liked about the services and how they felt we could improve on ways of providing services.

Cathy Noon
Community Care Coordinator



15. Library

February / March 2017

Last month a movie night for the Book Club Group was held. They recently read the book “*Me Before You*” and were all very keen to see the movie. The movie night was held in the Council Chambers on the big screen and a pizza dinner was organized. Eleven people attended all agreed it was a great night. The Book Club is still going very strong and quite a few new members, mostly people who are new to town and have heard about the Book Club.

A Tech Savvy Seniors Workshop was held for Seniors Week. This was incredibly popular with around ten people attending. The Workshop went for one and a half hours and covered topics such as safety online, apps and online banking. Everyone found the Workshop very useful and were keen for there to be more Workshops in the future.



I am also in the process of planning Youth Week and school holiday activities. An organization called “Just Ride Cycles” contacted the Library advising they have been given funding to run Indigenous Bike Safety Programs around NSW and wanted to run one in Walcha. This Workshop will take place during the school holidays (20 April) at Walcha Central School. Children who attend will be able to get minor repairs done to their bikes, receive a bike helmet with an indigenous design, healthy refreshments, a water bottle and three hours of cycling skills. Council will also be organizing some school holiday bus trips to Armidale to go to the movies and Sport and Recreation Centre, as well as some after school activities during Youth Week which starts the week before the school holidays.

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..... General Manager Mayor



Liaising with the Preschool Nominated Supervisor, we have organised some children to come to the library for story time once a fortnight at 11am commencing on 16 March. The children will come down in the community bus for a story and craft afterwards. The children also have the opportunity to borrow books before they go. I have some meetings with Clr Wellings and the Community Services Manager with regards to the establishment of the Youth Advisory Committee and there has been some great ideas. Elke Payne and Charlotte Gibson were our two winners from the Summer Reading Club and they were both over the moon with their iPod shuffles and happily posed for a photograph, which was posted on Council’s Facebook page.



The Library will be hosting one of Australia’s top rural romance authors, Karly Lane. Karly will be in town on Thursday, 25 May at 2pm, presenting an author talk and book signings. Location is to be confirmed. An event not to be missed as we are lucky to have Karly visit our town.

I will be attending the Annual Children’s and Youth Services Meeting in Grafton at the end of March which I look forward to updating you on in next month’s report.

Madison Garrad
Librarian

Submitted to Council: 29 March 2017

..... General Manager Mayor



16. Preschool

It has been a very busy start to the year and the 4-5yr old room is nearly full. At the beginning of the term the preschool children were invited to attend the food safari being held for senior's week where Alex Blomfield made bubba pies from Russia and Sakulsri Wechakul made Pad see ew from Thailand. The children watched and helped to make the dishes and then they were able to try the food they helped to make. There were also lots of family helpers for the excursion which is always beneficial.



This term the preschool had a visit from Kym Beckton's wildlife show, always a hit Kym came along with his animals including frogs, snakes, turtles, lizards and one giant cockroach, which Sakulsri had to kiss this year. There was lots of screaming and laughter from the children and adults. There were also upwards of ten families who came along with their children to enjoy the show as well.



The children have also been busy all term preparing for the Walcha Show each room have been reading a children's book which inspired the craft for the display. The penguin room (4-5yr olds) read Lost and Found by Oliver Jeffers – a beautiful story about a penguin who is looking for friendship and the polar bear room (3-4yr olds) read I Went Walking by Sue Machin & Julie Vivas to help the children learn their colours and animals. Show entries made by the children included decorated arrowroot biscuits, beading and vegetables from our garden.



As a group the preschool also entered a scarecrow into the show, with much assistance from Rachel Wellings and Lucie Street our Humpty Dumpty scarecrow won second prize. It was a massive effort and the children had a great time stuffing and painting both Humpty and his brick wall.



Zoe Herbert
Preschool Nominated Supervisor

RECOMMENDATION: That items included in the Management Review Report, numbered 1 to 16 inclusive, be **NOTED** by Council.

Submitted to Council: 29 March 2017

..... General Manager Mayor



Item 10:

Committee
Reports

Submitted to Council: 29 March 2017

..... General Manager Mayor



Walcha Council Arts Advisory Committee Meeting

held on

Thursday 23 February 2017

at

9:25am

at

Walcha Council Chambers

PRESENT:

Clr Jennifer Kealey (Chairperson), Jack O'Hara, Dylan Reeves, Stephen King, Carley McLaren and James Rogers.

In Attendance: Roy Westfold and Liz Gill.

1. APOLOGIES:

Nil.

MINUTES

2. CONFIRMATION OF MINUTES OF THE MEETING HELD ON TUESDAY, 20 FEBRUARY 2015

The Committee **RESOLVED** that the minutes were circulated and agreed they were a true record of the meeting.

3. BUSINESS ARISING

Nil.

4. GENERAL BUSINESS

4.1 Liquor & Gaming Arts & Cultural Infrastructure Grants – New Project Applications Close: 10 March 2017

A concept was introduced of the possibility of building a foot bridge on the southern end of levee bank.

The Committee RECOMMENDED that Council investigate lodging an application for the design of a bridge to connect both sides of the levee banks at the southern end of the Apsley river.

4.2 Additions to Cenotaph Project – Roy Westfold and Liz Gill

Mr Roy Westfold and Liz Gill attended the Meeting and advised that they have raised \$31,000 towards the Cenotaph Project. It was **AGREED** that the Dir – Engineering Services prepare a detailed costing for the project and to present a report to the April 2017 Council Meeting investigation the possibility of constructing the new memorial in stages.

4.3 Relocating the sculpture on the eastern edge of town

The Committee RECOMMENDED that Council request approval from the Roads & Maritime Services to move the sculpture on the eastern entry of town approximately 200 metres further to the east from the current location.

4.4 Membership of the Committee

The Committee RECOMMENDED that Council expand the membership of the committee by one and appoint John Heffernan to that position.

4.5 Possible Sculpture in the Mountain Festival

The Committee RECOMMENDED that Council investigate the seeking of grant funding to conduct a ‘Sculpture in the Mountains’ Festival.

4.5 Skate Park

It was agreed that the skate park artwork needed a re-vamp and it was advised that Gemma King has volunteered her services.

The Committee RECOMMENDED that Council accept the offer from Gemma King and provide the necessary paintwork.

NEXT MEETING: Tuesday 2 May 2017 at 9:30am

**THERE BEING NO FURTHER BUSINESS, THE CHAIRPERSON
DECLARED THE MEETING CLOSED AT 10:40AM**

MINUTES OF THE WALCHA TRAFFIC COMMITTEE MEETING HELD IN THE COUNCIL CHAMBERS HAMILTON STREET WALCHA ON THURSDAY 23 FEBRUARY 2017 COMMENCING AT 10:00 AM

PRESENT:

Mr Dylan Reeves – Director Engineering Services - Walcha Council
Mr Terry Orvad Roads and Maritime Service.

APOLOGIES: Clr Kevin Ferrier – Local State Member of Parliament and Sgt Anthony Smith – Walcha Police

CONFIRMATION OF MINUTES

It was agreed that the Minutes of the Traffic Committee meeting held on 15 November 2016, copies of which have been distributed to all members, be taken as read and confirmed a true record.

BUSINESS ARISING:

Local Member Representative

The Committee recommended MP Kevin Anderson be contacted to suggest a local member representative for the Walcha Council Local Area Traffic Committee.

It was AGREED that the Director – Engineering Services would contact Kevin Anderson's Office to nominate a person.

GENERAL BUSINESS ARISING

1. Amendment of 60 Kmph speed sign to 50 Kmph in Nowendoc

Terry Orvad discussed the site and suggested that the site be altered by placing the 60 ahead and 60 signs closer to the Thunderbolts Way, with the current 60 sign to remain as a reminder. 100km/hr signs will be checked on the Thunderbolts Way for compliance, finalising this stage of the project. If there are any further concerns after this stage, another investigation will take place.

5 GENERAL BUSINESS

5.1 Proposed Taxi Stand

Dylan Reeves informed the committee that this sign is now installed and functional.

5.2 DIAP – Inclusion of further disabled parking in Walcha.

Dylan Reeves discussed the incorporation of further disability parking in Walcha that is addressed in the Disability Inclusion Action Plan and other relevant documents. The documents will be distributed to members with the intention of approval at the next meeting.

**MINUTES OF THE WALCHA TRAFFIC COMMITTEE MEETING HELD IN
THE COUNCIL CHAMBERS HAMILTON STREET WALCHA ON THURSDAY
23 FEBRUARY 2017 COMMENCING AT 10:00 AM**

**5.2 Complaint about the Intersection of the Oxley Highway and Woolbrook Road
– Informal Item.**

Terry Orvad discussed the potential for funding and that options were being explored. The committee will await further progress.

NEXT MEETING: Thursday 25 May 2017

THERE BEING NO FURTHER BUSINESS THE CHAIRPERSON CLOSED THE MEETING AT 10:45 AM.

CONFIRMED: _____
(Signature of Chairperson)

DATE: ___ / ___ / ___



Walcha Council Tourism Advisory Committee Meeting

held on

Thursday, 23 February 2017

at

12:30pm

at

Walcha Council Chambers

MINUTES

PRESENT:

Clr Jennifer Kealey (Chairperson), Casper Ozinga, Neil Smith, Roger Mills (NPWS), Jack O’Hara, Lisa Kirton and Susie Crawford.

1. APOLOGIES:

Vanessa Arundale

The Committee **RESOLVED** on the Motion of Kirton and Crawford that the apologies be accepted.

2. MINUTES OF THE MEETING HELD ON 9 JUNE 2015:

The Minutes were from over 18 months ago, they were read, a few points were raised but we agreed to start a fresh with this Committee.

3. BUSINESS ARISING:

3.1 Carson’s Lookout – Facilities Upkeep

Carson’s Lookout is a main stop for many travelling on the Thunderbolts Way. The lookout (toilet facilities and rubbish specifically) is often in a disgraceful state and although it is located in the (Gloucester) Mid Coast Shire it also reflects on the Walcha Shire.

Clr Jen Kealey, Lisa Kirton and Susie Crawford are attending a Tourism Conference in March in Taree. They will stop to assess the state of Carson’s Lookout and note recommendations for improvements to the site.

Suggestion from previous minutes:

Suggestions to hire someone local to the area to clean it 2-3 times a week or another solution would be for the two councils to take this on.

3.2 Carson’s Lookout – Walcha promotional signage

The Walcha Tourism Advisory Committee had previously requested permission from Gloucester Council to erect signage promoting Walcha at Carson’s Lookout. This request was accepted by Gloucester approximately 2 ½ years ago but nothing has been done towards promotional signage. Due to the time lapse of this acceptance and recent council amalgamations it was agreed we would need to start the process from scratch and request permission again.

The Committee RECOMMEND that Council write a letter to the Mid Coast Council seeking permission to put Walcha promotional signage at Carson’s Lookout.

3.3 Nivison Lookout

Nivison Lookout is overgrown to a point where it isn’t a “Lookout”. Nivison Lookout is placed on a nature strip so trees can not be removed to improve the outlook. Adjoining the Nivison Lookout is the ‘Koala Walk’ where you seldom see Koalas, this leads to disappointment when Koalas aren’t seen. Suggestion to remove signage directing to “Nivison Lookout” and rename the “Koala Walk” – “Nivison Walk” and amend signage accordingly.

The Committee RECOMMEND that Council write a letter to the Nivison family seeking approval for the name change of Nivison Lookout and the Koala Walk to “Nivison Walk”.

4. GENERAL BUSINESS

4.1 Calendar of Events Planned

The main purpose of stating the calendar of events was to set dates for the rest of the year for the Tourism Advisory Committee that didn’t clash with the organisation of major events by the Visitor Information Centre.

Tourism to place an advertisement in the Apsley Advocate a few times sporadically through the year to remind people to let the Visitor Information Centre know of any events arising, both to advertise the event on the website but also to empower the Visitor Information Centre to make people aware if accommodation maybe scarce due to an event.

Main Events Listed so far

- KTM Motorcycle Event – Wednesday 8th March
 - 268 riders plus support crew, accommodation booked out, dinner function catered for at Langford, breakfast in cafes around town in the morning.
 - Ozinga suggested taking Walcha brochures out to Langford for this crowd.
- Opera at Langford – Saturday 1st April
 - Co-Opera Australia present Tchaikovsky's – 'Eugene Onegin'
- Walcha Mountain Festival – Saturday and Sunday 21st -22nd October
 - Two days of events and festival run by Walcha Tourism and supporting committee.

4.2 Schedule 2017 Tourism Advisory Committee meeting dates

It was suggested that meeting every four months would be sufficient.

The Committee RECOMMENDED that Council reduce the Tourism Advisory Committee meetings from four to three per year.

Dates set for the remaining meetings in 2017 are:

- Wednesday, 14 June – 10.30am
- Wednesday, 1 November – 10.30am

4.3 Overview of the role of the Tourism Advisory Committee relating to the Visitor Information Centre

It is currently stated that the function of the committee is: To advise Council on future tourism promotion. It was felt this was too broad.

The Committee RECOMMENDED that Council reword the 'Function of the Committee' for the Tourism Advisory Committee to *To advise Council on high level strategic tourism promotion.*

4.4 Working with the Arts Advisory Committee

The Arts Advisory Committee were interested in having a tourism member on their committee and the Tourism Advisory Committee were interested in having an Arts Advisory Committee member on their committee. Clr Jen Kealey sits both on the Arts Advisory Committee and the Tourism Advisory Committee, she will act as the liaison between these two committees and suggest further interaction where there is a functional role required.

The Arts Advisory Committee has pitched the idea of a 'Sculpture on the Mountain' event. Crawford suggested naming it 'Sculpture in/on the High Country' to utilise the ground already gained from the *New England High Country* brand and in doing this also adds to the promotion of New England High Country as a destination.

4.5 Promote Apsley Falls as accessible - NPWS

Many travellers are unaware just how close the Apsley Falls are to the Oxley Highway. Many travellers with ‘specialist vehicles’ such as large RV’s or on-road motorcycles drive past the falls thinking they would not be able to access them easily on their vehicle. Signage is not an easily allowed on federal highways. O’Hara suggested we would most likely be successful if we applied to erect official ‘brown and white tourism’ signage. Kealey suggested placing the signs anywhere from five to ten minutes approaching the turn off into Apsley Falls.

ACTION: Roger Mills to look into signage leading up to Apsley Falls stating

- Long Vehicle turning circle
- Sealed Access
- 1km off Highway

4.6 Welcome to Walcha Signage

There is signage on each approach to town saying Welcome to Walcha and stating public services and facilities available in the town. These signs currently have the “Where Wild Rivers Run” logo on them.

The Committee RECOMMENDED that Council rebrand these signs with the Walcha Council Logo and New England High Country logo and update any services if required.

4.7 Caravan and Motorhome Magazine

The Walcha Caravan Park hosted a leading journalist for the Caravan and Motorhome Magazine. The gentleman was just using Walcha as an overnighiter – doing a feature on the Thunderbolts Way. He loved Walcha so much he was here for half a day (had intended to leave early in the morning) and is now doing a whole page on Walcha in his Thunderbolts Way feature. This will come out in a few months.

5. NEXT MEETING

Wednesday 14 June 2017 – 10:30am
Walcha Council Chambers

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 2.00pm

Walcha Council Community Care Advisory Committee Meeting Minutes

held on

Tuesday, 14 March 2017

at

2:05 pm

at

Walcha Day Centre Room

PRESENT:

Clr Kevin Ferrier (Chair), Kate Hoy, Syreene Kitchener, Sue Reardon, Cathy Noon (Community Care Coordinator), Elaine Bartholomew (ATSI Community Care Coordinator), Karen Kermode (Community Services Manager) and Olivia Wood (Manager Riverview Walcha)

IN ATTENDANCE:

Davina Young

1. APOLOGIES:

Ron Denham and Pat Laurie

**2. CONFIRMATION OF MEETING MINUTES HELD ON
TUESDAY 12 DECEMBER 2016:**

RESOLVED: On the motion of Bartholomew and Kitchener that the Minutes of the Walcha Council Community Care Advisory Committee Meeting held on 12 December 2016, copies of which have been distributed to all members, be taken as read and confirmed a true record.

Committee Minutes

3. Business Arising

- 3.1 The Community Services Manager updated the Committee on the situation with the Rural and Remote Exercise group held at Nowendoc and Niangala has been greatly reduced. A solution has been found which will allow the exercise group at Nowendoc to continue weekly. The classes will be held during school terms only. Classes will resume from 13 March 2017. The Niangala group has been discontinued due to lack of numbers.
- 3.2 The WCCC Coordinator spoke about the planning day or “Community Conversation” was held on Thursday, 16 February 2017. Deb Pugh from NESST was the facilitator for the day. This was a new style of planning day, with Walcha being the first service to host it.

At the end of the session it was felt that this style was good for engaging the participants, however not a lot of useful information was gathered in relation to the planning of service provision for the upcoming year. The WCCC Coordinator will provide feedback to NESST for future planning days.

4. Meals on Wheels

The Community Services Manager updated the Committee regarding the operation of Meals on Wheels. On 6 February 2017 Apsley Riverview Aged Hostel started to provide the meals for our Meals on Wheels program. The new meals have been well received by the clients, and the number of clients requesting this service has increased significantly.

One client has stopped receiving meals, stating that the portion size is too small. The WCCC Coordinator believes that he may have felt that the size of the meal should increase because the price has increased.

Statistics

December 2016 / January 2017 - Hospital

	Total Number of meals	Clients
December	189	10
January	145	9

February 2017 – Apsley Riverview (from 6/2/2017)

	Total Number of Meals	Clients
February	204	16

The Manager of Riverview spoke to the committee from the perspective of Riverview and stated that it is working well for them. The kitchen staff have adjusted and the processes in place are good. WCCC ATSI Officer is on site each

day to assist Riverview staff with the packing of the meal transportation eskys. Riverview have also had positive feedback regarding the quality of the meals.

5. Community Care Coordinator Report – December 2016/ January 2017 – Appendix 1

The Community Care Coordinator report from December 2016 / January 2017 was presented to the Committee.

The Coordinator also advised the Committee that the taxi voucher scheme has been slow to take off, however an article will be appearing in the Walcha News and Apsley Advocate to further promote it.

Seniors Week activities have finished with the five activities organised being well supported.

Council have been advised that the Aged Care Quality Review will be conducted within the next six months. Preparations are now underway for this review.

6. ATSI Community Care Officer Report – Appendix 2

The ATSI Community Care Officer report from February 2017 was presented to the Committee. She has 5 regular attendees to her groups.

7. Financial Report – Appendix 3

A statement of income and expenditure as at 28 February 2017 was tabled and presented to the Meeting.

8. Disabled Parking in Walcha

The Community Services Manager updated the Committee regarding the request to have additional disabled parking spaces allocated. The Walcha Council Traffic Committee Meeting was held on Thursday, 23 February 2017. At this meeting the request for two (2) additional disabled parks in Derby Street was considered. The Director - Engineering Services, Mr Dylan Reeves, has reported that this request was well received by the RMS and Police representatives in attendance. They have requested some further information; however Mr Reeves stated that this is for their information only, and that the additional disabled parks have been approved.

A time frame has not been established for their installation; however the Committee will be informed when this information is available.

9. Feedback and Complaints

The Co-ordinator has provided this information as a part of her Report (Appendix 1). Additional positive feedback regarding the quality of the Meals on Wheels meals and Women's Group was read to the committee.

10. General Business

- 10.1 The Community Services Manager updated the Committee on the situation with the Community Transport Bus. The current community transport bus was donated to the Council at the completion of the Sydney 2000 Olympic Games. This makes the bus 17 years old. Under the terms of the funding agreement, the bus is to be no more than 10 years old.

Transport for NSW has been aware of the age of our bus, however with a new funding model and KPI's recently introduced it became obvious that the bus needs to be replaced for Council to continue to provide the community transport bus service.

In early February a replacement bus was ordered from Peel Valley Motors in Tamworth. The new bus will be fitted with a wheelchair ramp, and other modifications before being available for delivery. We are expecting delivery before the end of June.

This bus will display the new Walcha Community Transport logo, which will help to promote the community transport service that we deliver.



- 10.2 The Community Services Manager updated the Committee on the situation regarding the leasing of the Community Care Offices. The arrangement between the Hunter New England Health Service and Walcha Council for the Community Care offices has never been formalised. Discussions have been held with the Manager of the Health Service to formalise and expand the current arrangements.

Maintenance of the building and the lack of storage have become an issue affecting the day to day operations of the community care service. Council is unable to rectify any of these issues under the current arrangements.

Council has requested a long term lease which will enable full control of the day centre building. We are waiting to hear back from the facilities manager to see if our requests can be accommodated.

The Committee agreed that this is important that should be resolved.

- 10.3 Davina Young is in attendance today and wishes to become a member of the Advisory Committee. She will complete an application form, which will be considered by Council at its next meeting. Davina used to be the HACC Bus Driver for Council, and is currently a volunteer medical driver. The Chairman stated that more members are always welcome.

10.4 Meals on Wheels volunteer paperwork is still a cause for concern. Some volunteers are refusing to return their paperwork, but are still continuing to deliver meals. Letters have been posted to volunteers in the past; however these have had little effect.

When the police check is due to be performed, volunteers will be phoned and asked if they would like to continue to volunteer. They will be advised that if paperwork is not completed and returned to Council, that they will no longer be able to deliver meals.

The Community Services Manager suggested an article in the local media stating that the Quality Review will be carried out, and that volunteer paperwork is one of the areas that will be checked. This may help to impress upon the volunteers the importance of complying with the funding agreement and legislation, by having all paperwork and relevant police checks completed.

Kate Hoy advised that she continues to have difficulty dealing with some of the volunteer groups that arrange their own meals roster. She is now advised of changes to rostered people, so it makes it difficult to monitor who is actually delivering the meals. The WCCC Coordinator suggested holding a meeting with Kate Hoy, the groups, the Community Services Manager and herself to inform them of the legalities behind volunteering, and the importance of ensuring all volunteers have been verified.

11. Next Meeting

The next meeting of the advisory committee is proposed to be held on 6 June 2017.

There being no further business the Chair declared the meeting closed at 2:50pm.

CONFIRMED _____ **(Signed)**

Date: ___ / ___ / ___ **Chairperson**

Appendix 1 - Community Care Co-ordinator Report - December 2016 / January 2017

Groups

Women's Group and Wanderer's Group

7 December 2016 – 30 clients from the Women's Group and the Wanderer's Group attended morning tea at the Community Day Centre Rooms. The Christmas festivities were enjoyed at the first of the parties. The ladies participated in Christmas themed activities to fill in the morning and they all enjoyed the festive food and decorations.

The Women's Group and Wanderer's Group have been in recess over January 2017.



Mixed Group

13 December 2016 – 55 clients attended the annual mixed group Christmas party held at the Pavilion Function Centre at Nemingah. The group was delighted to visit the Tamworth Botanical Gardens with morning tea held in the sheltered courtyard at the gardens. Members of the group enjoyed a stroll around the gardens before continuing on to the venue for the main part of the day. The beautiful surrounding park like gardens at the function centre was a perfect place to enjoy a walk around the small lake. Canapés were served in the garden before moving inside for the main meal. Entertainment was provided by Kootingal local, Glen Crosby. Everyone that attended the day all had a fabulous time and was surprised to even have a visit from the big fella in the red suit. Alex Smith did a wonderful job of Santa Claus and passed out a little gift to all who were there.



Men's Group

16 December 2016 – members from the Men's Group and the Walcha Men's Shed held a sausage sizzle at the Men's Shed. Partners were also invited to attend the casual lunch and it was a great way to finish off the year.

The Men's Group has been in recess over January 2017



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

Due to the Groups combining for the Christmas party and January group holidays, the UFO Group was in recess during December and January.

Transport – December/January

Medical drives –8 clients utilized the service with 17 trips in December 2016.

Medical drives –10 clients utilized the service with 25 trips in January 2017.

Access bus – 10 clients used the service making 60 trips in December 2016.

Access bus – 7 clients used the service making 32 trips in January 2017.

Bus to Tamworth – 5 clients used the service on 23 December 2016.

Bus to Tamworth – 2 clients used the service on 27 January 2017.

Bus to Armidale numbers for December were as follows:

- 6 December 2016 – 3 clients – Walcha Service
- 13 December 2016 – 2 clients – Uralla Service using TCT Bus and Driver
- 20 December 2016 – 7 clients – Walcha Service
- 27 December 2016 – Public Holiday

Bus to Armidale numbers for January were as follows:

- 3 January 2017 – 5 clients – Walcha Service
- 10 January 2017 – 7 clients – Walcha Service
- 17 January 2017 – 8 clients – Walcha Service
- 24 January 2017 – 4 clients - Uralla Service using TCT Bus and Driver
- 31 January 2017 - 4 clients – Walcha Service

Taxi Vouchers – 6 clients have utilized the new Taxi Vouchers for the month of January 2017

Meals on Wheels

10 clients received 189 meals in December 2016.

9 clients received 145 meals in January 2017.

Walcha Council Meals on Wheels is currently undergoing major changes with the Hospital ceasing to provide meals for the service from Monday 6 February 2017. Apsley Riverview will be the new meal provider for the Meals on Wheels service in Walcha with

Walcha Council Community Care continuing to provide the day to day running of the service, volunteer administration and hands on support for the meals to be delivered. I look forward to working with the staff at Riverview and feel the change will be extremely positive for the Meals on Wheels service, offering an exciting menu with more variation and nutritional value.

Rural and Remote Exercise Groups

2 clients attended at Niangala during December 2016.

5 clients attended at Nowendoc during December 2016.

Rural and Remote exercise groups in both Niangala and Nowendoc were in recess during January 2017.

Feedback and Complaints

- Feedback was provided through a written Feedback and Suggestion Form from a consumer on the Tamworth Bus trip 25/11/2016. The feedback was:
“Denise showed great care in her driving ability as we were unexpectedly caught in a hail storm returning from a day trip. She put our safety first and saw us all home safely. As a consumer, I am extremely happy with the service provided by Walcha Council Community Care.”
- Feedback was provided through a written Feedback and Suggestion Form from a consumer on the Tamworth Bus trip 25/11/2016. The feedback was:
“The bus trip from Walcha to Tamworth on the last Friday of each month is great. It picks you up in the morning and drops you off in the evening. If you have a doctors appointment or other appointments it takes you and when you are finished you are picked up. The lady bus driver is the most generous and efficient bus driver I have ever travelled with, she is always smiling, happy and helpful. If required she helps her passengers on and off the bus. I would highly recommend people to use this transport rather than driving yourself that way it is hassle free.”
- Feedback was provided through a written Feedback and Suggestion Form from a consumer on the Armidale Bus trip. The feedback was:
“The great service and safe driving from Denise whilst I catch the bus to and from Armidale. The Uralla bus offers a great service but I do not feel as safe with that driver as I do Denise. “
- Feedback was provided through a written Feedback and Suggestion Form from a consumer and member of the Men’s Group. The feedback was:
“Walcha Council Community Care hold a morning tea on the second Tuesday of every month. This is a great morning, you get to have a great time chatting to the members and the staff and you also get to do some stirring, tell some jokes, have a laugh and listen to guest speakers on various items Cathy gets. On the fourth Tuesday Cathy arranges trips away to venues that always have everyone interested, looking and listening to the comments. Cathy also organises trips away for overnight stays, the effort she puts into this is enormous, she must spend hours and hours on the phone organising the right accommodation at the right price, pricing the meals and venues for us to attend. Cathy is a great coordinator and is appreciated by all.

Meetings and Training

8 December 2016 – Dementia Support Group meeting held at the Community Day Centre Rooms.

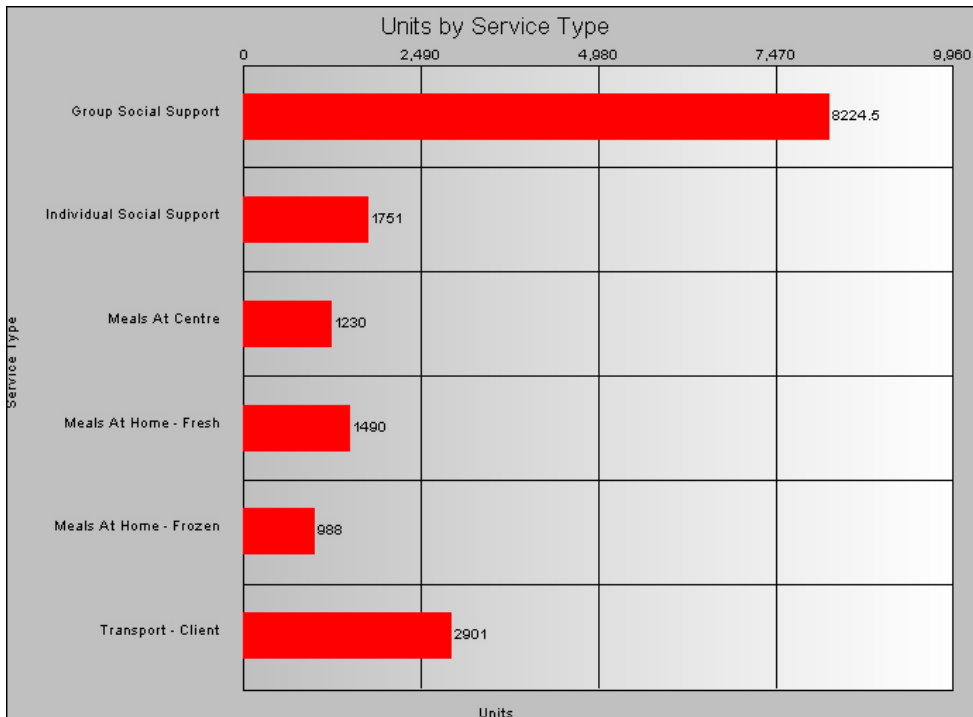
12 January 2017 – Dementia Support Group meeting was not held in January due to the holiday season.

12 December 2016 – Walcha Council Community Care Advisory Committee meeting and Christmas lunch held at the Royal Café.

December and January were both very busy months in the Community Care office. We have had the first NDIS clients receiving services from Walcha Council beginning early January and although the NDIS rollout has been slower than predicted; new clients are filtering through each month. New services that Walcha Council have been able to provide include house cleaning and yard and garden maintenance.

Walcha Council Community Transport has been working with Walcha Taxi Service to provide eligible clients with another flexible option for transport in and around Walcha. A taxi voucher giving 50% off the fair with a maximum limit of \$10.00 is provided to clients that are eligible and see the benefit of using the taxi. An example is: a \$15.00 Taxi fair, we would pay \$10.00 and the passenger would pay the remaining \$5.00. The outputs for each trip are then claimed by us through Transport for NSW and Commonwealth CHSP funding. The vouchers can be used for shopping and access, social activities or medical appointments. Eight vouchers are supplied to each client every month.

December and January was Transport and Government reporting time with all reports due to be submitted before 25 January 2017. The graph below indicates the Units by Service Type for services provided to clients during the period between 1/1/2016 to 31/12/2016. Social Support is measured by hours of service, meals are measured by a meal and transport is measured by each trip taken. It is clear that Group Social Support is the most predominant service we provide to our clients. This graph is created from the Alchemy software program in which we use to report the required outputs we are obligated to meet to all Government Funded Programs.



Units by Service Type for Walcha Council Community Care for the period 1/1/2016 to 31/12/2016

Cathy Noon
Community Care Coordinator

Appendix 2 – ATSI Community Care Coordinator Report

Wanderers Group Report

Wednesday 1st February

Wanderers group Morning tea with WCCC ladies group.

Wednesday, 8th February

Wanderers Group Morning tea and Craft at WCCC Day Centre Rooms.
Group spent the morning doing various Craft Activities.

Wednesday, 15th February

Wanderers Group joined with the WCCC Ladies group for a days outing.

Wednesday, 22nd February.

Wanderers Group outing to Inverell to visit the Inverell Historical Museum and Village.

Elaine Bartholomew

ATSI Community Care Coordinator

Appendix 3 – Financial Report

**WCCC
2016/2017
Statement of Income Expenditure
28th February 2017**

	Budget	Actual	
	\$	\$	
Income			
FACS CCSP Grant - Transport	4800.00	3269.90	
FACS CCSP Grant - SS Group	7154.00	5361.59	
FACS CCSP Grant - SS Individual	3150.00	2390.90	
FACS CCSP Grant - MOW	3150.00	2397.71	
FACS Grant - R & R Outreach	12750.00	2796.60	
DOHA CHSP Grant - Transport	27000.00	22620.63	
DOHA CHSP Grant - SS Group	53000.00	41527.83	
DOHA CHSP Grant - SS Individual	87022.00	67983.25	
DOHA CHSP Grant - MOW	19000.00	16199.01	
CTP TNSW Grant	44880.00	36166.70	
TCT (Uralla) Grant	0.00	0.00	
Client Contribution - CCSP Transport	500.00	252.05	
Client Contribution - CHSP Transport	5000.00	3993.90	
Client Contribution - CTP Transport	2500.00	1335.45	
Client Contribution - CCSP SS Group	1000.00	72.00	
Client Contribution - CHSP SS Group	15000.00	5233.00	
Client Contribution - CHSP SS Individual	500.00	0.00	
Client Contribution - CHSP MOW	15000.00	8410.70	
Client Contribution - R & R Outreach	0.00	0.00	
Services - Full Cost Recovery	2000.00	6276.64	
Seniors Week Grant	0.00	600.00	
2015/2016 Grant CFWD	-14192.26	-14192.26	
	289013.74	212695.60	
			Balance
			Remaining
	Budget	Actual	to 30/06/17
	\$	\$	\$
Expenditure			
WCCC Transport	75233.00	48573.76	26659.24
WCCC Social Support - Group	45425.00	39875.04	5549.96
WCCC Social Support - Individual	65755.00	25779.78	39975.22
Meals on Wheels	15000.00	16478.99	-1478.99
Outreach Exercise Program	12750.00	4247.04	8502.96
NDIS	0.00	5897.81	-5897.81
Community Events	0.00	164.08	-164.08
Seniors Week Festival	2040.00	292.25	1747.75
WCCC Operating Costs	27004.00	13200.29	13803.71
Administration & Overhead Costs	45806.74	39620.68	6186.06
	289013.74	194129.72	
Result	0.00	18565.88	



Item 11:

Delegate Reports

Submitted to Council: 29 March 2017

..... General Manager Mayor

MINUTES OF THE ORDINARY MEETING OF THE NEW ENGLAND TABLELANDS (NOXIOUS PLANTS) COUNTY COUNCIL HELD IN THE ARMIDALE OFFICE, 129 RUSDEN STREET, ARMIDALE ON WEDNESDAY, 25 OCTOBER 2016 COMMENCING AT 8:38AM

PRESENT: Councillor M Dusting - Chairperson, Councillor S Kermode and Armidale Regional Council Administrator, Dr I Tiley.

IN ATTENDANCE: General Manager Mr W. Deer and Senior Weeds Officer Mr J Browning.

APOLOGIES: Nil

DECLARATIONS OF INTEREST

There were no declarations of interest.

CONFIRMATION OF MINUTES OF THE ORDINARY MEETING HELD ON WEDNESDAY 30 AUGUST 2016

42/16 RESOLVED on the motion of Councillors Tiley and Dusting that the Minutes of the Ordinary Meeting of the New England Tablelands (Noxious Plants) County Council held on 30 August 2016, copies of which have been distributed to all members, are taken as read and confirmed a true record.

BUSINESS ARISING FROM THE MINUTES OF THE ORDINARY MEETING HELD ON WEDNESDAY 30 AUGUST 2016

There were no matters arising.

CHAIRMAN'S REPORT

As this was the first meeting of the new Council after the local government elections held on 10 September 2016 there was no report from the Chairman.

1. ELECTION OF CHAIRPERSON (ITEM 7.1)

43/16 RESOLVED on the motion of Councillors Tiley and Kermode that in the event that there is more than one Councillor nominated for each of the positions of Chairman or Deputy Chairman, then the method of election to determine the position(s) be by Ordinary Ballot **AND FURTHER THAT** the Returning Officer destroys all documentation following such elections.

The General Manager, Mr W. Deer acting as Returning Officer then called for nominations for the position of Chairperson. On receiving only one nomination that of Councillor M. Dusting, the Returning Officer, declared Councillor Dusting elected Chairperson for the ensuing twelve month period unopposed.

The Returning Officer then called for nominations for the position of Deputy Chairperson. On receiving only one nomination that of Councillor S. Kermode, the Returning Officer declared Councillor Kermode elected Deputy Chairperson for the ensuing twelve month period unopposed.

MINUTES OF THE ORDINARY MEETING OF THE NEW ENGLAND TABLELANDS (NOXIOUS PLANTS) COUNTY COUNCIL HELD IN THE ARMIDALE OFFICE, 129 RUSDEN STREET, ARMIDALE ON WEDNESDAY, 25 OCTOBER 2016 COMMENCING AT 8:38AM

2. COMMITTEES AND DELEGATES (ITEM 7.2)

44/16 RESOLVED on the motion of Councillors Tiley and Kermode that the Chairperson of the New England Tablelands (Noxious Plants) County Council, Councillor M. Dusting be Council's delegate for:

- Local Government NSW
- New England Group of Councils and
- Northern Tablelands Local Land Services Regional Weed Committee.

3. MEETING TIMES (ITEM 7.3.1)

45/16 RESOLVED on the motion of Councillors Kermode and Tiley that Council adopt the following meeting dates for 2017.

7 February 2017	2nd Quarterly Review. Councillors Tour.
18 April 2017	3rd Quarterly Budget Review. Draft Annual Operational Plan 2017/18 Draft Business Activity Strategic Plan 2016-2026
20 June 2017	Adopt Annual Operational Plan and Budget 2017/18 and update 4 Year Delivery Program and 10 year Financial Plan Adopt Business Activity Strategic Plan 2017-2027
22 August 2017	4th Quarterly Budget Review. Refer Accounts to Audit. Pecuniary Interests Returns
24 October 2017	1st Quarterly Budget Review. Adopt Financial Statements. Election of Chairperson and Review Delegations. Payment of Expenses Policy Review. Annual Report adopted

MINUTES OF THE ORDINARY MEETING OF THE NEW ENGLAND TABLELANDS (NOXIOUS PLANTS) COUNTY COUNCIL HELD IN THE ARMIDALE OFFICE, 129 RUSDEN STREET, ARMIDALE ON WEDNESDAY, 25 OCTOBER 2016 COMMENCING AT 8:38AM

4. PAYMENT OF EXPENSES AND THE PROVISION OF FACILITIES FOR CHAIRPERSON, COUNCILLORS AND STAFF (ITEM 7.3.2)

46/16 RESOLVED on the motion of Councillor Kermode and Tiley that Council, in accordance with Section 252 of the Local Government Act 1993, reaffirm the Policy for Payment of Expenses and the Provision of Facilities for Chairpersons, Councillors and Staff, as attached to the report.

5. INTERNAL REPORTING POLICY - PUBLIC INTEREST DISCLOSURES ACT 1994 (ITEM 7.3.3)

47/16 RESOLVED on the motion of Councillors Kermode and Tiley that Council adopt Internal Reporting Policy No: 03/16, as attached to the report.

6. ANNUAL REPORT 2015/2016 (ITEM 7.3.4)

48/16 RESOLVED on the motion of Councillors Tiley and Kermode that:

- (1) The Annual Report for the financial year ending 30 June 2016 be received and adopted.
- (2) A copy of the Council's Annual Report 2015/16 be forwarded to constituent member Councils.
- (3) Council's General Manager and staff be commended on the excellent results achieved for the 2015/16 financial year.

7. NEW ENGLAND WEEDS AUTHORITY MODEL CODE OF CONDUCT (ITEM 7.3.5)

49/16 RESOLVED on the motion of Councillors Kermode and Tiley that:

1. Council reaffirm the adoption of the New England Weeds Authority Code of Conduct and the Procedures for the Administration of the New England Weeds Authority Code of Conduct, as attached to the report.
2. Council appoint the Senior Weeds Officer to act as a Complaints Coordinator and the Administration Officer as the alternate Complaints Coordinator.
3. That Council use the services of the Internal Audit Bureau for dealing with Code of Conduct complaints about Councillors or the General Manager should the need arise.

MINUTES OF THE ORDINARY MEETING OF THE NEW ENGLAND TABLELANDS (NOXIOUS PLANTS) COUNTY COUNCIL HELD IN THE ARMIDALE OFFICE, 129 RUSDEN STREET, ARMIDALE ON WEDNESDAY, 25 OCTOBER 2016 COMMENCING AT 8:38AM

8. NEW ENGLAND WEEDS AUTHORITY WORK HEALTH AND SAFETY MANAGEMENT SYSTEM (ITEM 7.3.6)

50/16 RESOLVED on the motion of Councillors Kermode and Tiley that:

- (1) Council reaffirm the New England Weeds Authority Work Health and Safety Management System incorporating Council's Work Health and Safety Policy, as attached to the report.
- (2) Council reaffirm the New England Weeds Authority Emergency Plan, as attached to the report.

9. NSW GOVERNMENT FUNDING-2016/17 NSW WEEDS ACTION PROGRAM-NORTHERN TABLELANDS WEEDS ACTION PROGRAM 2015-2020 (ITEM 7.3.7)

51/16 RESOLVED on the motion of Councillors Tiley and Kermode that the report on the NSW Government Funding for the financial year 2016/17 under the NSW Weeds Action Program for the Northern Tablelands Local Lands Services region be received and noted.

10. FINANCIAL REPORTS 2014/2015 (ITEM 7.4.1)

51/16 RESOLVED on the motion of Councillors Kermode and Tiley that the Financial Statements and Auditors Report for the financial year ending 30 June 2016 be received and adopted.

11. INVESTED FUNDS REPORT (ITEM 7.4.2)

52/16 RESOLVED on the motion of Councillors Kermode and Tiley that:

- (1) The report indicating Council's Fund Management position be received and noted.
- (2) The Certificate of the Responsible Accounting Officer be noted and the report adopted.

12. SEPTEMBER 2016 QUARTERLY BUDGET REVIEW (ITEM 7.4.3)

53/16 RESOLVED on the motion of Councillors Kermode and Tiley that Council adopt the September 2016 Quarterly Budget review and approve the budget variations.

13. 2016/2017 WEEDS ACTION PROGRAM (7.5.1)

54/16 RESOLVED on the motion of Councillors Kermode and Tiley that the report on the 2016/2017 Weeds Action Program be received and noted.

**MINUTES OF THE ORDINARY MEETING OF THE NEW ENGLAND
TABLELANDS (NOXIOUS PLANTS) COUNTY COUNCIL HELD IN THE
ARMIDALE OFFICE, 129 RUSDEN STREET, ARMIDALE ON WEDNESDAY,
25 OCTOBER 2016 COMMENCING AT 8:38AM**

8. MATTERS OF URGENCY

Nil

NEXT MEETING:

The next meeting will be held on Tuesday, 7 February 2017 at 8:30 am.

**THERE BEING NO FURTHER BUSINESS THE CHAIR DECLARED THE
MEETING CLOSED AT 9:22 AM**