



BUSINESS PAPER
ORDINARY MEETING OF COUNCIL

To be held on

Wednesday, 29 November 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

AGENDA

Submitted to Council: 29 November 2017

..... General Manager Mayor



Dear Mayor & Councillors

You are requested to attend the Ordinary Meeting of the Walcha Council to be held in the Council Chambers, Hamilton Street, Walcha on **Wednesday, 29 November 2017** commencing at **2.00pm**.

Yours sincerely

Jack O'Hara
GENERAL MANAGER

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1.	Apologies	
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6.8	Committee of the Whole Referral – Draft Licence Agreement to Occupy 11S Middle Street, Walcha	WO/2017/02034
7.	Notices of Motion	
7.1	Review of Council's Contributions / Donation to Community Halls	WO/2017/01978

Submitted to Council: 29 November 2017

..... General Manager Mayor



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

9. Management Review Report WO/2017/01987

10. Committee Reports

10.1 Minutes of the Walcha Council Community Care Meeting held at the Community Care Office, Middle Street, Walcha on Monday, 25 September 2017. WO/2017/01851

10.2 Minutes of the Walcha Council Tourism Advisory Committee Meeting held at Council Chambers, Walcha on Wednesday, 1 November 2017. WO/2017/01932

10.3 Minutes of the Walcha Council Arts Advisory Committee Meeting held at Council Chambers, Hamilton Street, Walcha on Tuesday, 21 November 2017. WO/2017/02027

11. Delegates Reports

11.1 Confirmed Minutes of the New England Tablelands (Noxious Plants) County Council Meeting held in Armidale on Tuesday, 22 August 2017. WI/2017/12962

11.2 Minutes of the Annual General Meeting of the Country Mayors Association of NSW held at Parliament House, Sydney on Friday, 3 November 2017. WI/2017/12287

11.3 Minutes of the Ordinary Meeting of the Country Mayors Association of NSW held at Parliament House, Sydney on Friday, 3 November 2017. WI/2017/12287

12. Committee of the Whole

12.1 Sewer Treatment Plan Recycled Water End User Request
WO/2017/01991

12.2 Draft Licence Agreement to occupy 11S Middle Street, Walcha
WINT/2017/03486

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

Resolution to move into Open Council.

Resolution to adopt Committee of the Whole Report and Recommendations.

Submitted to Council: 29 November 2017

..... General Manager Mayor



Present:

Apologies:

**Confirmation of the Ordinary Meeting Minutes held on Wednesday,
25 October 2017:**

**Matters arising from the Minutes of the Ordinary Meeting held on Wednesday,
25 October 2017:**

Submitted to Council: 29 November 2017

..... General Manager Mayor



ORDINARY MEETING OF COUNCIL

held on

Wednesday, 25 October 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 and RL Wellings.

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

1. APOLOGIES:

60 **RESOLVED** on the Motion of Councillors Ferrier and Heazlett that the apology received from Clr Lyon, being out of town on business, be **ACCEPTED**.

MINUTES



2. CONFIRMATION OF THE ORDINARY MEETING MINUTES HELD ON WEDNESDAY, 27 SEPTEMBER 2017:

61 **RESOLVED** on the Motion of Councillors Ferrier and Heazlett that the Minutes of the Ordinary Meeting held on Wednesday, 27 September 2017, copies of which have been distributed to all members, be taken as read and confirmed a **TRUE** record.

3. BUSINESS ARISING

Nil.

4. DECLARATIONS OF INTEREST

Nil.

5. MAYORAL MINUTE

62 **RESOLVED** on the Motion of Mayor Noakes that the Mayoral Minute be **NOTED** by Council.

Prior to the September Ordinary Meeting of Walcha Council there was a presentation by Namoi Unlimited regarding the proposed engagement to China. It was recommended that the Mayor and General Manager participate in Namoi Unlimited’s (formerly Namoi Councils Joint Organisation) trade engagement to Ningbo, China. This decision was taken after much deliberation on the pros and cons of such an undertaking. The venture will involve the Mayor and General Manager participating in a four day visit to that region. The Mayors’ expenses are to be met by Namoi Unlimited while the cost of the General Manager’s trip will be met by Walcha Council. This engagement is the largest undertaking by Namoi Unlimited to date and meets one of the priorities of Namoi Unlimited ‘to plan for and resource economic growth in the region’. Namoi Unlimited was set with the assistance of State Government to give Councils who wished to stand alone an opportunity to increase their scale and capacity. This action is the foundation of the ongoing Fit for the Future process.

To remain a stand alone Council, we as representatives of Walcha Council must investigate and pursue any avenue that will lead to Walcha being able to maintain and increase our financial viability and population growth.

The trip will be of four days duration and involve meetings and advocacy to promote investment and trade opportunities that exist between the two entities. Primarily based on agricultural production and investment the aim is to facilitate a more direct network of investment and trade. The intent will be that Walcha Council, along with Namoi Unlimited, will become a conduit to attract and negotiate partnerships to benefit both parties. It is not envisaged that Walcha Council will be in any way involved in financial dealings or partnerships.

Clr Eric Noakes
Mayor of Walcha



63 **RESOLVED** on the Motion of Mayor Noakes that Council authorise the Mayor and the General Manager to participate in the Namoi Trade Trip to China with the Mayors travel costs to be met by Namoi Unlimited and the General Manager’s travel costs to be met by Walcha Council.

6. SENIOR OFFICERS REPORT

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

6.1 Review of Public Gates (Ramps) Policy

WO/2017/01835

65 **RESOLVED** on the Motion of Councillors Kealey and Wellings that Council **ADOPT** the Draft Public Gates (Ramps) Policy as amended.

TRANSPORT & COMMUNICATIONS POLICIES



PUBLIC GATE (RAMPS) POLICY

Objective

To ensure the provision of an efficient, safe and effective road system for the community. In addition, ensure that productivity gains that have been made by opening Council infrastructure to higher productivity vehicles is not compromised by privately held ramps. It should be noted that it is Council’s intention is to remove ramps from public roads wherever possible.

Policy

This policy provides Council’s requirements for granting permits for the erection of a public gate and delegate’s authority to the General Manager to administer sections 128 to 137 of the Roads Act 1993 in accordance with this policy.

All new (replacement) public gates and ramps will be subject to the following requirements.

1. *New public gates and ramps will not be allowed on any roads managed by Council.*
2. *The replacement of existing public gates and ramps will be permitted when required, however the new ramp must meet Councils standard requirements as seen in Attachment 1.*
3. *Ramps must be removed where road reserves are fenced.*
4. *The gate and ramp will be installed, maintained and administered in accordance with the requirements of Section 128 to 137 of the Roads Act 1993, and Section 67 to 70 of the Roads (General) Regulation 2000).*
5. *All costs associated erection of the public gate and ramp shall be met by the owner.*
6. *Despite the yearly maintenance fee described below, all costs associated with the maintenance of the ramp and concrete base structure shall be met by the owner.*
7. *Council reserves the right to order the maintenance, replacement or removal of a ramp that does not meet the standard requirements listed in Attachment 1.*
8. *Council will implement in accordance with the below table, a notification of defect system, that outlines the defect on the ramp and provides a timeline for maintenance, replacement or removal depending upon the degree of deterioration:*

<i>Defect Group</i>	<i>Time Permitted to Rectify the Notified Defect</i>
<i>Defect that poses an extreme risk to public safety</i>	<i>48 Hours</i>
<i>Defect that poses a high risk to public safety</i>	<i>7 Days</i>
<i>Ramp defect of moderate risk to public safety</i>	<i>14 Days</i>



<i>Ramp defect of minor risk to public safety</i>	<i>1 Month</i>
<i>Ramp requiring removal notice</i>	<i>1 Month</i>
<i>Ramp requiring replacement notice</i>	<i>1 Month</i>

9. *If the owners of the ramp do not complete the required works within the above defect response time, Council reserves the right to order the removal of the ramp to ensure public safety.*
10. *Where ramps are shared between two individual landholders, the whole cost will be exactly halved. Where one individual has installed fencing and therefore no longer requires the ramp, the whole cost will be borne by the landholder that has not fenced the road reserve.*
11. *Where Council is unable to identify an owner of a ramp, adjoining landholders will be notified and the ramp will be removed.*
12. *Council will contribute to the removal of any ramp that falls within this policy by allocating machinery and labour to reinstate the disturbed road surface. This work must be coordinated with Council Staff, as this will only occur when Council crews are already undertaking maintenance or construction activities in close proximity to the ramp.*

Ongoing Maintenance of Ramps:

In order to ensure the safe, effective and ongoing maintenance of public ramps, Council will assume the responsibility of maintaining the ramp surrounds. In doing so, Council will charge the following annual fees for the maintenance of each public ramp.

<i>Service:</i>	<i>Annual Fee (Ex GST)</i>
<i>Yearly Maintenance Fee</i>	<i>As detailed within Councils Fees and Charges</i>
<i>Cleaning of Gravel / Debris in the Ramp</i>	<i>Quoted for each occasion.</i>
<i>Maintenance of Ramp and Concrete Base</i>	<i>Quoted for each occasion.</i>

The yearly maintenance fee is for the following services:

- *Maintenance of the road to the ramp (grading, pothole patching, drainage).*
- *The administrative requirements of gathering, storing and updating insurances and certification of the ramp.*
- *The administrative requirements of inspecting and reporting on ramp integrity.*

In order to be eligible for exemption from the Yearly Maintenance Fee, the ramp owner must lodge all required insurance, competency and plant certification to Council. If all documentation meets Council's requirements, the ramp owner will be permitted to complete the required maintenance on the ramp approaches. All documentation must be maintained in accordance with the relevant legislation.

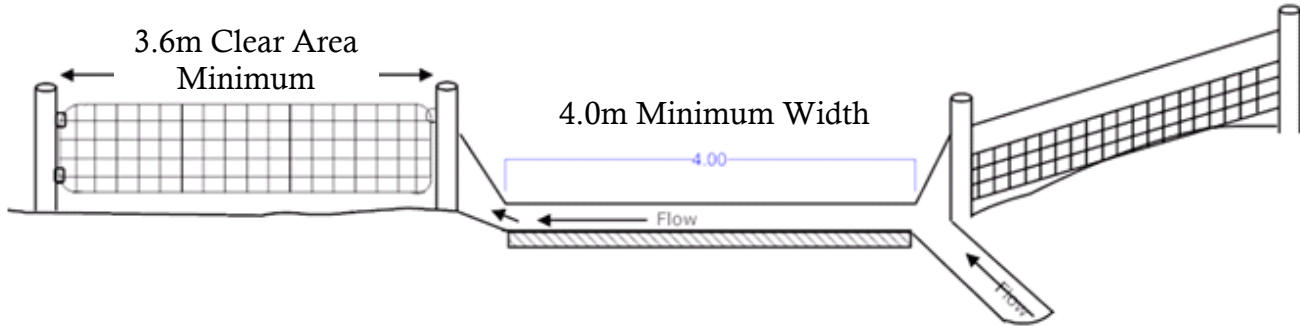
Delegation of Authority

The implementation of this policy is bound by the requirements of Division 2, Part 9 of the Roads Act 1993 and the supporting regulations which provide the Council, as the roads authority, with the power to issue and revoke permits for the installation of public gates and bypass structures across public roads. For the purpose of exercising this function, Council has delegated the function to the General Manager pursuant to section 322 of the Local Government Act. The delegation includes the creation and ongoing review of guidelines to assist the public to apply for, construct and maintain public gate infrastructure.

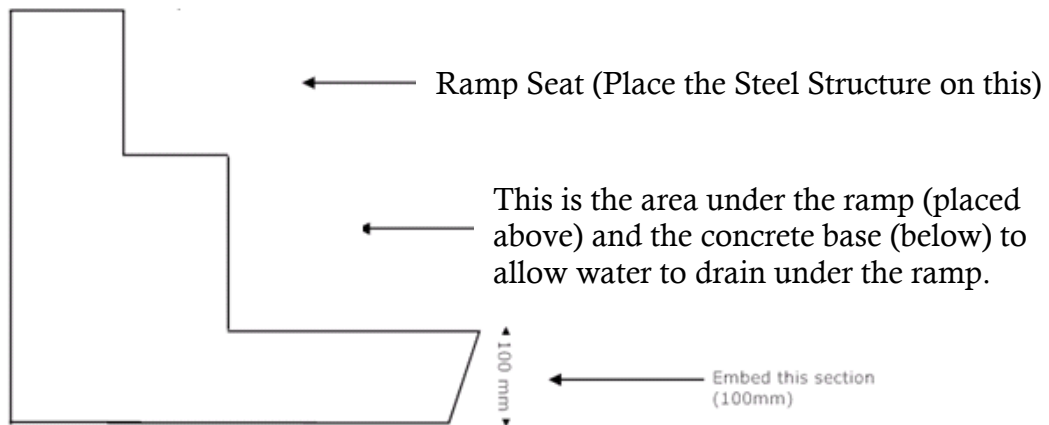


Policy Attachment 1:

Walcha Council Standard Ramp Specifications (Note that this can be reversed with the gate and / or channel on the other side of the ramp)



Standard Ramp Outlay:
 Standard Ramp Concrete Base (Left Hand Side) – Cross Sectional View:



1. A gate with a clear opening of at least 3.6 metres shall be erected to one side of the existing road alignment.
2. A stock ramp shall be installed with its centreline corresponding to the centreline of the existing road.
3. The ramp must be installed with a concrete base that allows water to flow under the ramp as specified in the above drawings.
4. The ramp must be installed with appropriate “wings” that do not face oncoming traffic.
5. The ramp shall be certified by a structural engineer as being capable of carrying normal highway loading to comply with the current Australian Standard.
6. The ramp shall have a clear opening of at least 4.0m.
7. The ramp shall have appropriate signage, installed in accordance with the Roads Act 1993.

6.2 Risk Appetite

WO/2017/01812

The Report was **NOTED** by Council.

6.3 Thunderbolts Way Corridor Strategy Overview

WO/2017/01824

The Report was **NOTED** by Council.



6.4 Waste Strategy & CDS Update
The Report was **NOTED** by Council.

WO/2017/01833

6.5 Work Health & Safety Audit
The Report was **NOTED** by Council.

WO/2017/01740

7. NOTICE OF MOTION
Nil.

8. MATTERS OF URGENCY
Nil.

9. MANAGEMENT REVIEW REPORTS

WO/2017/01813

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

10. COMMITTEE REPORTS
Nil.

11. DELEGATE REPORTS

11.1 Delegate Report from Clr Heazlett – NSW Public Libraries Association North West Zone Meeting held in Coffs Harbour on Thursday, 21 September 2017.

WO/2017/1832

12. COMMITTEE OF THE WHOLE
Nil.

THERE BEING NO FURTHER BUSINESS THE CHAIRMAN DECLARED THE MEETING CLOSED AT 4:55PM.



Item 6:
Senior Officers'
Reports

Submitted to Council: 29 November 2017

..... General Manager Mayor



Item: 6.1 **Ref:** WO/2017/02015
Title: Working Funds 2016-17 Annual Financial Statements
Author: General Manager
Previous Items: Not Applicable
Attachment: Yes – Auditors Report

Working Funds:General Funds:

General Fund has a net current asset figure as at 30 June 2017 of \$6,324,000. This is an artificially high figure and the following adjustments have to be taken into account to give a true indication of the financial position of the fund.

Restricted Assets	
Internally Restricted Assets	2,774,545
Externally Restricted Assets	274,000
FAGs received in advance	1,055,460
Total Restricted Assets	-4,104,005

Carry Overs from 2016-17	
Funding Carry Over	
Walcha Cricket / Regional Cricket	-5,000
Roads to Recovery	-877,840
NSW Community Cricket – Capital	-10,000
Bridge Repair Program (BRP) – Capital	-35,223
Restart NSW– Bergen Bridge Widening - Capital	-61,358
WLRM – Woolbrook	-9,100
WLRM – Nowendoc	-6,036
Total Funding Carry Over	-1,004,557
Operational	
Administration – internal audit & IP&R	60,000
Village Improvement Fund	41,056
Total Operational Carry Over	101,056
Capital	
Walcha Landfill – modify paper press	15,000
Walcha Landfill – hardstand (hard plastics)	8,823
Woolbrook Tip – WTS conversion	32,800
Nowendoc Tip – environmental improvements	12,200
Croudace St & Churchill St – upgrade housing	7,800
Cemetery – Niche Garden	9,519
Captain Cook Park Toilets – paint & repair	3,000
John Oxley Oval Toilets – replace ceiling	3,000
John Oxley Oval – upgrade cricket wicket	25,000

Submitted to Council: 29 November 2017

..... General Manager Mayor



Public Art	8,620
McHattan Park – shade structure & playground	53,130
Library – repoint brickwork	5,000
Aberaldie Road timber bridge, AM 4574	65,201
Kangaroo Flat Road timber bridge, AM 5218	307,500
Niangala Road timber bridge, AM 5601 (R2R)	83,890
Lakes Road timber bridge, AM 5258 (R2R)	52,411
Hartford Road timber bridge, AM 5159 (R2R)	328,112
Bergen Bridge widening	100,000
Thunderbolts Way Black Spot Project #2	139,750
Emu Creek Rehabilitation (R2R)	413,427
Culvert Renewals – Moona Plains Road	25,000
Culvert Renewals – Brackendale Road	25,000
Truck Wash Bay Upgrade	38,750
Total Capital Carry Over	1,762,933
Net Carry Over Works	859,432

Adjusted Working Funds:

Net Current Assets	6,324,000
Restrictions	-4,104,005
Net Carry Over Works	-859,432
Working Funds	1,360,563

Water Services:

The following operating expense has been carried forward to 2017/18 for the Water Fund:

Water Treatment Plant security alarm	6,841
Net Carry Over Works	6,841

The Net Current Assets for the Water Services is \$209,000. This is considered adequate given the size of the fund.

Sewerage Funds:

The following projects have been carried forward to 2017-18 for the Sewer Fund:

NSW Regional Water & Wastewater Backlog Funding	-600,000
Sewer Treatment Plant upgrade	1,158,665
Net Carry Over Works	558,665

Submitted to Council: 29 November 2017

..... General Manager Mayor



The Net Current Asset level of the Sewerage Services is \$1,113,000 as at 30 June 2017. After allowing for the carry forward amounts the working fund is \$554,335. Again this is considered adequate given the size of the fund.

Internal Restricted Assets

Below is a summary of Council’s internally restricted assets at 30 June 2017

	Balance 30/06/17
Plant Replacement	647,525
Infrastructure Replacement	854,425
Employee Leave Entitlement	607,000
Preschool	22,289
Tip Site Remediation	44,276
Quarries Remediation	235,748
Mirani Bus Committee	337,282
Nowendoc & Woolbrook Landfill	26,000
Total	2,774,545

Due to the healthy nature of Council’s working fund it is recommended to transfer the following amounts from working funds to restricted assets.

Reserve	Transfer	Amended Balance
Infrastructure Replacement	100,000	747,525
Plant Replacement	100,000	954,425

Auditors Report

A copy of the Auditors Report is attached to this report.

RECOMMENDATION:

That the Report be NOTED by Council FURTHER THAT the following amounts be transferred to Restricted Assets:

Infrastructure Replacement	\$100,000
Plant Replacement	\$100,000

Submitted to Council: 29 November 2017

..... General Manager Mayor

Mayor Eric Noakes
 Walcha Council
 PO Box 2
 WALCHA NSW 2354

Contact: James Sugumar
 Phone no: 02 9275 7100
 Our ref: D1727423/1800

25 October 2017

Dear Mayor Noakes

Report on the Conduct of the Audit
Audit for the year ended 30 June 2017
Walcha Council

I have audited the general purpose financial statements of Walcha Council (the Council) for the year ended 30 June 2017 as required by section 415 of the *Local Government Act 1993* (the Act).

I expressed an unmodified opinion on the Council's general purpose financial statements.

This Report on the Conduct of the Audit (the Report) for the Council for the year ended 30 June 2017 is issued in accordance with section 417 of the Act. This Report should be read in conjunction with my audit opinion on the general purpose financial statements issued under section 417(2) of the Act.

INCOME STATEMENT

Operating result

	2017	2016	Variation
	\$m	\$m	%
Rates and annual charges revenue	4.4	4.3	2.3 ↑
Grants and contributions revenue	8.6	5.6	53.6 ↑
Total expenses	11.8	12.8	(7.8) ↓
Operating result for the year	5.4	3.4	58.8 ↑

The increase in Rates and Annual Charges revenue was mainly due to the 1.8 per cent rate increase for the year ended 30 June 2017.

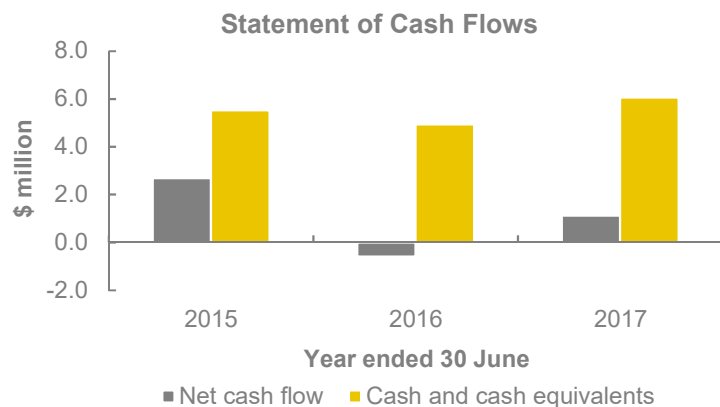
Grants and Contributions revenue increased due to early receipt of the 2017–18 Financial Assistance Grant and Roads and Maritime Services contribution.

The drop in total expenses of \$1.0 million was attributable to reduced Materials and Contracts expenditure. In comparison to the prior year, Council spent more on infrastructure projects which were capitalised.

The operating result for the year grew by \$2.0 million mainly due to the increase in grants and contributions complemented by a reduction in expenses as noted above.

STATEMENT OF CASH FLOWS

Net cash flows increased by \$1.7 million from the previous year in line with the growth in operating result.



FINANCIAL POSITION

Cash and Investments

Restricted Cash and Investments	2017	2016	Commentary
	\$m	\$m	
External restrictions	1.5	1.8	○ Cash and investments increased by \$1.8 million in line with the increased operating result.
Internal restrictions	2.8	2.3	○ The ratios of restricted and unrestricted cash and investments has remained consistent year on year.
Unrestricted	4.9	3.3	
Total cash and investments	9.2	7.4	○ Externally restricted funds include: <ul style="list-style-type: none"> – water and sewer fund \$1.3 million – other specific purpose fund \$0.2 million. ○ Internally restricted funds include: <ul style="list-style-type: none"> – plant and infrastructure replacement fund \$1.5 million – employee leave entitlements fund \$0.6 million – quarry remediation fund \$0.2 million.

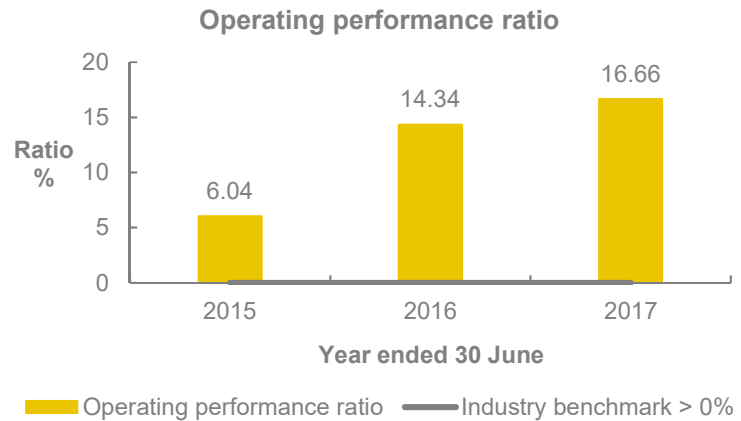
PERFORMANCE RATIOS

The definition of each ratio analysed below (except for the 'building and infrastructure renewals ratio') is included in Note 13 of the Council's audited general purpose financial statements. The 'building and infrastructure renewals ratio' is defined in Council's Special Schedule 7.

Operating performance ratio

- Council exceeded the benchmark of greater than zero per cent.
- This ratio increased by 2.32 per cent from previous year due to early receipt of the 2017–18 Financial Assistance Grant.

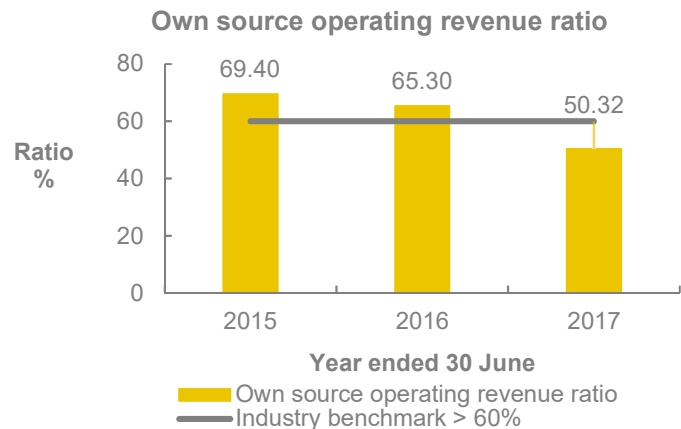
The 'operating performance ratio' measures how well Council contained operating expenditure within operating revenue (excluding capital grants and contributions, fair value adjustments, and reversal of revaluation decrements). The benchmark set by the Office of Local Government (OLG) is greater than zero per cent.



Own source operating revenue ratio

- Council's own source operating revenue ratio was below the benchmark.
- The ratio was unfavourably impacted by the early receipt of the 2017–18 Financial Assistance Grant.

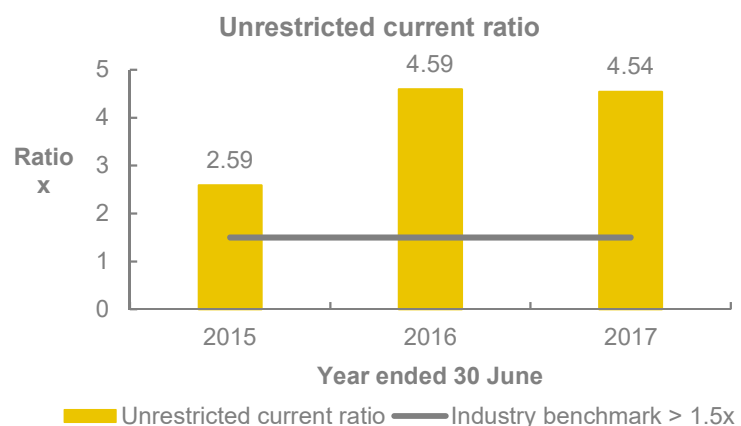
The 'own source operating revenue ratio' measures Council's fiscal flexibility and the degree to which it relies on external funding sources such as operating grants and contributions. The benchmark set by OLG is greater than 60 per cent.



Unrestricted current ratio

- Council exceeded the benchmark of 1.5 times.
- Council has sufficient liquid assets to meet its liabilities as and when they fall due.

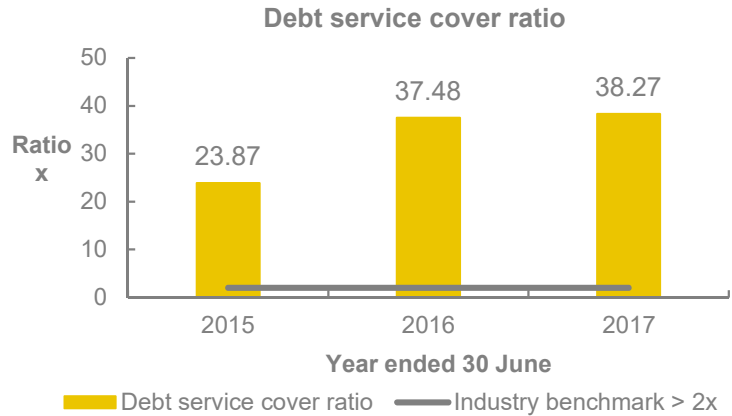
The 'unrestricted current ratio' is specific to local government and represents Council's ability to meet its short-term obligations as they fall due. The benchmark set by OLG is greater than 1.5 times.



Debt service cover ratio

- Council exceeded the benchmark of greater than two times.
- It continues to achieve this benchmark by large margins in the past three years.

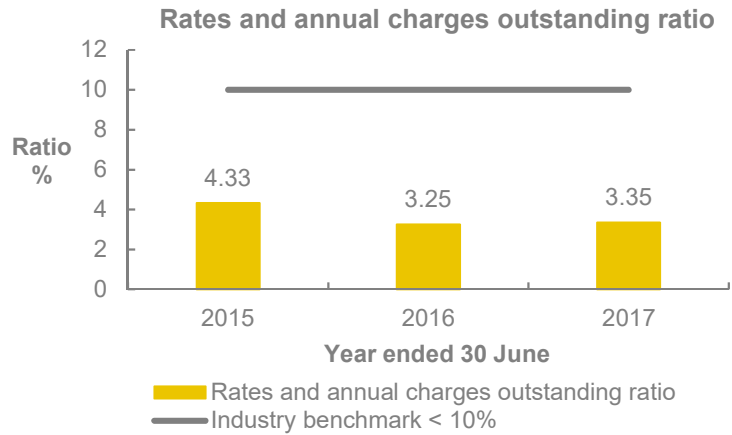
The 'debt service cover ratio' measures the operating cash to service debt including interest, principal and lease payments. The benchmark set by OLG is greater than two times.



Rates and annual charges outstanding ratio

- Council continues to achieve the benchmark for outstanding rates and annual charges.
- The ratio indicates that Council has been effective in collecting outstanding debts.

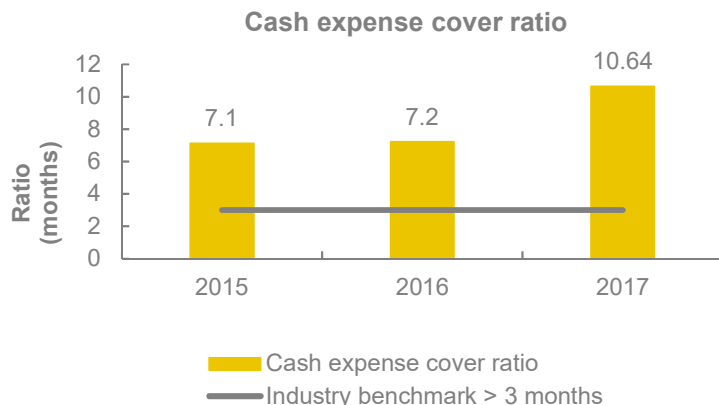
The 'rates and annual charges outstanding ratio' assesses the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of debt recovery efforts. The benchmark set by OLG is less than 10 per cent for rural councils.



Cash expense cover ratio

- Council exceeded the benchmark of greater than three months.
- This has increased from the prior year by 3.44 months due to decreased expenses and early cash receipt from the 2017-18 Financial Assistance Grant.

This liquidity ratio indicates the number of months the Council can continue paying for its immediate expenses without additional cash inflow. The benchmark set by OLG is greater than three months.

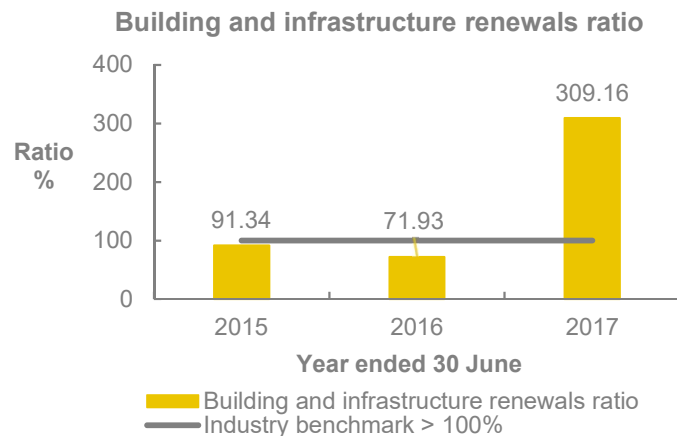


Building and infrastructure renewals ratio

- Council exceeded the benchmark of 100 per cent this year.
- The ratio moved up significantly due to Council increasing its asset renewal expenditure by \$4.6 million.

The 'building and infrastructure renewals ratio' assesses the rate at which these assets are being renewed against the rate at which they are depreciating. The benchmark set by OLG is greater than 100 per cent.

This ratio is sourced from information contained in Special Schedule 7 which has not been audited.



OTHER MATTERS

New accounting standards implemented

AASB 124 'Related Party Disclosures'

Effective for annual reporting periods beginning on or 1 July 2016

AASB 2015-6 extended the scope of AASB 124 to include not-for-profit public sector entities. As a result, Council's financial statements disclosed the:

- compensation paid to their key management personnel
- nature of their related party relationships
- amount and nature of their related party transactions, and outstanding balances.

Council Entities

I did not audit the following council entities:


- Central Northern Regional libraries (disclosed in Note 19 as joint arrangement)
- Statewide Limited (disclosed in Note 19 as an associate)
- StateCover Limited (disclosed in Note 19 as an associate)
- Namoi Councils Joint Organisation (disclosed in Note 19 as a joint arrangement).

The arrangements for the audit of the above entities will be explored as part of the Audit Office's transition strategy to deliver our new mandate.

Legislative compliance

My audit procedures did not identify any instances of non-compliance with legislative requirements or a material deficiency in the Council's accounting records or financial reports. The Council's:

- accounting records were maintained in a manner and form to allow the general purpose financial statements to be prepared and effectively audited
- staff provided all accounting records and information relevant to the audit.



James Sugumar
Director, Financial Audit Services

cc: Mr Jack O'Hara, General Manager
Ms Rosemary Strobel, Chief Financial Officer
Mr Tim Hurst, Acting Chief Executive of the Office of Local Government



Item: 6.2 **Ref:** WO/2017/02016
Title: Quarterly Review of Operational Plan & Budget as at September 2017
Author: General Manager
Previous Items: Not Applicable
Attachment: Quarterly Budget Review Statements – under separate cover

September Quarter Budget Review

The September Quarter Budget Review is attached for adoption by Council.

General Fund

The original 2017/2018 budget predicted a break even result. After carry over works and budget adjustments this is now predicted to be a deficit of \$779,895

There is a significant amount of carry overs from 2016/17. These are funded from the Working Funds. Amendments to the budget include an increase to FAGs funding of \$52,237. Roads to Recovery (R2R) program has increased for the current year, and grant funding shows a corresponding increase. Recently announced funding from NSW Fixing Country Truck Washes of \$598,000, for the Truck Wash Bay upgrade has been added to the budget along with some additional Black Spot funding.

General Fund Major Budget Variation Items - Quarter Ending September 2017

Income Item	Amount	Favourable/ Unfavourable	Reason
OLG Innovation Fund (Round 2)	24,250	Favourable	Implement LG Solutions Financial Control Centre
Walcha Town & Country	9,000	Favourable	Contribution for McHattan Park playground upgrade
Walcha Quota Club	1,400	Favourable	Contribution for Nivison Fountain & garden seating
Walcha Cricket Regional Cricket	3,000 2,000	Favourable	Carry over - Contribution for upgrade cricket wicket – John Oxley Oval
Roads to Recovery	877,840	Favourable	Carry over – Bridges & local roads
FAG – General FAG – Roads	35,705 16,532	Favourable	Adjustment to funding
WLRM – Woolbrook Tip	9,100	Favourable	Milestone payment on completion
WLRM – Nowendoc Tip	6,036	Favourable	Milestone payment on completion
NSW Community Cricket	10,000	Favourable	Carry Over - Capital Funding for cricket wicket upgrade
RMS Restart NSW	143,346 61,358	Favourable	Carry Over – Capital Funding for Bergen Bridge

Submitted to Council: 29 November 2017

..... General Manager Mayor



Bridge Repair Program	35,223	Favourable	Carry Over – Capital Funding for bridge repairs
Black Spot Funding	173,750	Favourable	Carry Over - \$34,000 Bergen Bridge
Black Spot Funding	121,520	Favourable	New funding for Thunderbolts Way – Glen Morrison
NSW Fixing Country Truck Washes	598,000	Favourable	New funding - Truck Wash Bay upgrade

Expenditure Item	Amount	Favourable/ Unfavourable	Reason
Integrated planning & reporting	15,000	Unfavourable	Carry over
Internal auditor	45,000	Unfavourable	Carry over
LGS Financial Control Centre	24,250	Unfavourable	OLG Innovation Funding
Village Improvement Fund	41,056	Unfavourable	Carry over unspent funds
Walcha Landfill – modify paper press to WHS standard	15,000	Unfavourable	Carry over capital project
Walcha Landfill – hardstand for hard plastic stockpile	8,823	Unfavourable	Carry over capital project
Woolbrook Tip - Waste Transfer Conversion	95,702	Unfavourable	Carry over capital project
Nowendoc Tip – Environmental Improvements	68,352	Unfavourable	Carry over capital project
Council Housing upgrade – Croudace St & Churchill St	7,800 62,200	Unfavourable	Carry over Additional – FAGS & infrastructure reserve
Cemetery niche garden	9,519	Unfavourable	Carry over capital project
Captain Cook Park Toilets – paint & repair	3,000	Unfavourable	Carry over capital project
John Oxley Oval Toilets – replace ceiling	3,000	Unfavourable	Carry over capital project
John Oxley Oval – upgrade cricket wicket	25,000	Unfavourable	Carry over capital project, \$10,000 Council contribution
Public Art	8,620	Unfavourable	Carry over
McHattan Park – shade structure & playground upgrade	53,130 19,000	Unfavourable	Carry over capital project Additional – infrastructure reserve
Swimming Pool upgrade works	20,000	Unfavourable	Additional – necessary upgrade work
Public Library – repoint brickwork	5,000	Unfavourable	Carry over
Plant & Equipment purchases	234,755	Unfavourable	Carry over capital project
Aberbaldie Road timber bridge AM 4574	77,129	Unfavourable	Carry over capital project

Submitted to Council: 29 November 2017

..... General Manager Mayor



Kangaroo Flat Road timber bridge AM 5218	306,793 69,000	Unfavourable	Carry over capital project Additional – infrastructure reserve
Flags Niangala Road timber bridge AM 4919	31,807	Unfavourable	Additional – infrastructure reserve
Niangala Road timber bridge AM 5601	83,890	Unfavourable	Carry over capital project
Lakes Road timber bridge AM 5258	52,411	Unfavourable	Carry over capital project
Hartford Road timber bridge AM 5159	328,112	Unfavourable	Carry over capital project
Bergen Bridge widening	304,704 34,000	Unfavourable	Carry over capital project Additional from Black Spot
Thunderbolts Way – Black Spot, Project #2	139,750	Unfavourable	Carry over capital project
Thunderbolts Way – Black Spot, Glen Morrison	121,520	Unfavourable	Fully funded project
Emu Creek Rehabilitation	413,427	Unfavourable	Carry over capital project
Culvert Renewals – Moona Plains Road	25,000	Unfavourable	Carry over capital project
Culvert Renewals – Brackendale Road	25,000	Unfavourable	Carry over capital project
Truck Wash Bay Upgrade	38,750 598,000	Unfavourable	Carry over State funding

Internal Restricted Assets

Below is a summary of Council’s internally restricted assets at 30 September 2017

	Balance 30/09/17
Plant Replacement	125,604
Infrastructure Replacement	808,123
Employee Leave Entitlement	607,000
Preschool	22,289
Tip Site Remediation	44,276
Quarries Remediation	235,748
Mirani Bus Committee	337,282
Total	2,180,322

Submitted to Council: 29 November 2017

..... General Manager Mayor



Water Fund

The original 2017-18 budget predicted a surplus of \$139,721. Following the quarterly review the projected year end result is a reduced surplus of \$132,880. This is due to funded operating expenses being carried forward from last year.

Expenditure Item	Amount	Favourable/ Unfavourable	Reason
Water Treatment Plant – monitored security alarm	6,841	Unfavourable	Carry Over – funded last year from Statewide Mutual Rebate

Sewer Fund

The original 2017-18 budget predicted a deficit of \$253,222. At the September review this is now a predicted deficit of \$811,887. This is due to the Sewer Treatment Plant upgrade carried forward from last year.

Income Item	Amount	Favourable/ Unfavourable	Reason
NSW Regional Water & Wastewater Backlog Program	600,000	Favourable	Total funding announcement is \$900,000, carry over budget amount

Expenditure Item	Amount	Favourable/ Unfavourable	Reason
Sewer Treatment Plant upgrade	1,158,665	Unfavourable	Carry over Total project budget \$1.9m

RECOMMENDATION:

That Council adopt the September 2017 Quarterly Budget Review Statements and FURTHER THAT Council approve the variations in Income and Expenditure votes as detailed.

Submitted to Council: 29 November 2017

..... General Manager Mayor



Item: 6.3 **Ref:** WO/2017/02028
Title: Consultation no Drafts of the New Model Code of Conduct for Local Councils in NSW and associated Procedures
Author: General Manager
Previous Items: Not Applicable
Attachment: **Provided under separate cover:**
 1. WI/2017/12301 Procedures for the Administration of The Model Code of Conduct for Local Councils in NSW – October 2017
 2. WI/2017/12303 The Model Code of Conduct for Local Councils in NSW – October 2017

CSP: 8.1.2 – Provide a framework for the efficient and effective administration of Council

Introduction:

In mid October 2017 Council received a circular advising that the Office of Local Government (OLG) is consulting with councils and other stakeholders on changes to the *Model Code of Conduct for Local Councils in NSW* (the Model Code of Conduct) and the *Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW* (the Procedures)..

Report:

The Phase 1 amendments made to the Local Government Act 1993 (the Act) last year will see the Pecuniary Interest provisions of the Act and the Local Government (General) Regulation 2005 incorporated into the Model Code of Conduct.

These reforms will consolidate all ethical standards for council officials into a single statutory instrument. They will also mean that breaches of pecuniary interest obligations by councillors are treated as misconduct under the Act and will be subject to the ‘three strikes’ misconduct rules.

As part of Phase 1, OLG has undertaken a review of the Model Code of Conduct and the Procedures. In doing so, OLG has sought the views of councils and other stakeholders on the ethical standards prescribed under the Model Code of Conduct, the operation of the Procedures and the current regime for disclosure of interests under section 449 of the Act.

OLG has now prepared consultation drafts and is seeking the views of councils and other stakeholders prior to finalising the new Model Code of Conduct and Procedures. The proposed amendments are highlighted in bold type in the consultation drafts which have been given to you under separate cover.

These amendments are designed to update, clarify and enhance prescribed ethical standards, to address issues identified in the four years the current version of the Model Code of Conduct and Procedures have been in force and to improve their operation.

Submitted to Council: 29 November 2017

..... General Manager Mayor



The new Model Code of Conduct and Procedures will also contain new provisions that are designed to improve ethical standards, more effectively deter non-compliance and lead to improved transparency and accountability.

Once finalised, Councils will be given a six month transitional period in which to adopt the new Model Code of Conduct and Procedures and to update their systems to align with the new requirements.

OLG is inviting submissions from Councils and stakeholders on the consultation drafts. Submissions should be made before **Monday, 4 December 2017**.

RECOMMENDATION: For Councils consideration.

Submitted to Council: 29 November 2017

..... General Manager Mayor



Item: 6.4 **Ref:** WO/2017/01975
Title: Arrangements for Staff over Christmas 2017
Author: General Manager & Director – Engineering Services
Previous Items: Not Applicable
Attachment: No

Introduction:

This report advises of the proposed arrangements for closure over Christmas and New Year and seeks Council approval for a donation towards both Christmas parties.

Report:

The proposed arrangements for Christmas 2017 are:

Outdoor Staff:

- ❖ Staff will cease work at 12 noon on Thursday, 16 December 2017.
- ❖ All staff, except for an emergency crew, will be on leave from Friday, 17 December 2017 until Tuesday, 2 January 2018.
- ❖ Staff not taking any additional leave will return to work on Tuesday, 2 January 2018.

Indoor Staff:

- ❖ Staff will cease work on Friday, 22 December 2017 at 5:00pm.
- ❖ All Staff will be on leave from Monday, 25 December 2017 until Tuesday, 2 January 2018.
- ❖ Staff not taking any additional leave will return to work on Tuesday, 2 January 2018.

Christmas Party:

Outdoor Staff:

The Outdoor Staff have written to Council asking permission to hold their Christmas Party during work hours on the afternoon of 16 December 2017 and for a donation towards the cost. A donation of \$1,000 was made last year.

Indoor Staff:

Over the last couple of years the Indoor Staff have held a Christmas get together, inviting all indoor members of Council, which includes Community Care, Tourism, Preschool, Library and Council. This function is normally held after hours at a licenced venue. The Indoor Staff are also requesting a donation from Council towards this function. Last year a donation of \$700 was made.

RECOMMENDATION: That Council allow the Outdoor Staff Christmas Party to be held during working hours on Thursday, 16 December 2017 at 12:30pm **FURTHER THAT** a donation of \$1,000 be made towards the cost of the function **STILL FURTHER THAT** a donation of \$700 be made towards the Indoor Staff Christmas Function.

Submitted to Council: 29 November 2017

..... General Manager Mayor



Item: 6.5 **Ref:** WO/2017/01988
Title: Walcha Water Security Project Update
Author: Director – Engineering Services
Previous Items: Not Applicable
Attachment: Yes

Introduction:

Stage 3 of the Walcha Water Security Project is almost complete with the final report yet to be compiled by the consultant NSW Urban Water Services. In the interests of keeping Council informed the following is a summary of the preliminary findings for the Stage 3 secure yield investigations.

Report:

Of the dam sites identified in Stage 2 (Ref: Hunter h2o Apsley River Dam Sites report), Site 1 an on-stream storage on the Apsley River suitable for dams up to 25GL in capacity and Site 5 an off-stream storage were considered the superior sites for further investigation in Stage 3 of the project. Site 1 and Site 5 have been modelled with consideration of both potential industry and agriculture, and urban needs.

Important Nomenclature:

- **EFR** – Environmental Flow Requirement
- **ML/a** – Mega Litres Per Annum (Million Litres)
- **Run No** – The iteration of the computer simulated model
- **CTP** – Cease to Pump
- **Percentile (%ile) Flow** – Is the statistically normalised flow of the river, based on historic flow data.
- **Flow Case – are listed below:**
 1. Only allowed to extract 30% of the daily flow above the cease to pump (CTP) target %ile flow.
 2. For months January to July, CTP when daily flow less than 90% ile daily flow.
 3. For months August to December, CTP when daily flow less than 80% ile daily flow.
 4. If storage at or below 60% full , then for months January to July, CTP relaxed when daily flow less than 95% ile daily flow.
 5. If storage at or below 60% full , then for months August to December, CTP relaxed when daily flow less than 90% ile daily flow.
- **Plus 30/30** – The Environmental Flow Requirement that sets a cease to pump (CTP) when flow is less than the 30th percentile, if the flow is greater then 30% of the river flow can be transferred by the pumps.
- **Historic Secure Yield** – This is the secure yield modelled based on the last 100 years of climate data.
- **Site 1** – Site 1 as outlined in the previous Hunter H2O report is the community identified 25000ML dam on the Apsley River.
- **Site 5** – Site 5 as outlined in the previous Hunter H2O report is the 800ML dam visited by Council and located adjacent to the Aberbaldie Road.
- **Figure** – All figures have been taken from the latest progress report attached.

Submitted to Council: 29 November 2017

..... General Manager Mayor



Site 1:

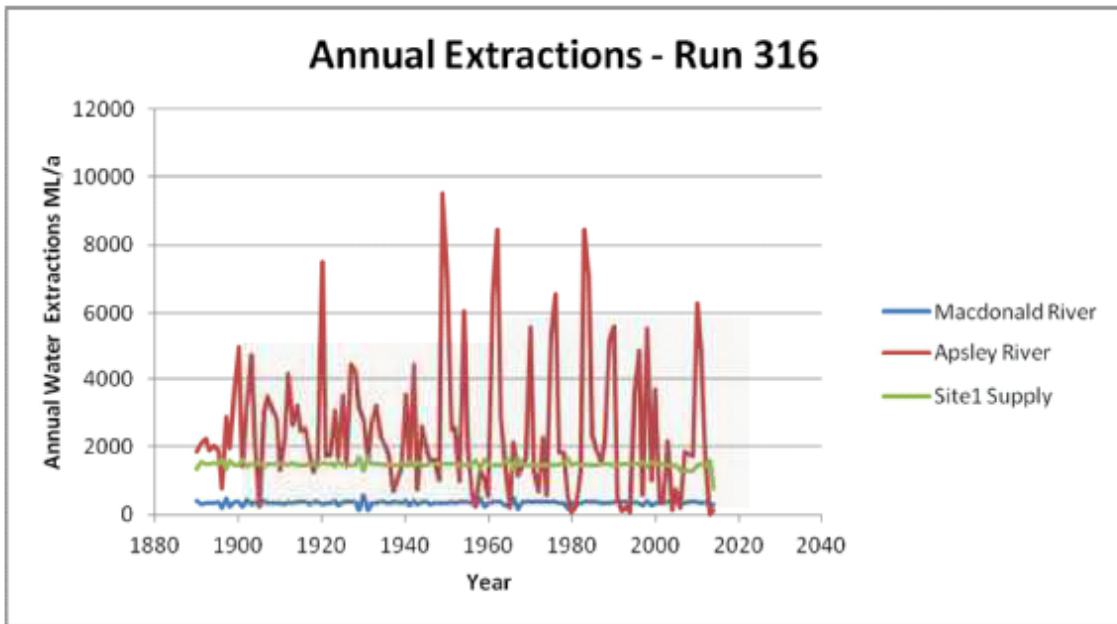
The Site 1 secure yield modelling results show having the 25,000 ML on-stream storage may result in an additional 900 to 1100 ML/a in Secure Yield when comparing with Site 5 under the same conditions. Table 3 from the latest progress report below shows results (with and without Macdonald River licence constraints) that indicate a low yield for both scenarios. Without taking into account 1°C Climate Warming impacts in accordance with DPI Water guidelines, the resulting Historic 2151 to 2166 ML/a unconstrained and 1844 to 1859 ML/a with licence constraints.

It is important to note that taking into account the current Macleay Water Sharing Plan this additional yield would be further constrained due to the limitations on water of 429ML/a that can be extracted from the Apsley River. Walcha Council’s current licence for the Macdonald River has a rolling cap of 379ML/a. A rolling cap entitles Council to remove up to 758ML/a (twice 379ML), but cannot exceed 1,137ML over a three year period (three times 379ML).

Table 3: Preliminary Secure Yield Estimates (Historic Climate) for Site 1 Storage on Apsley River

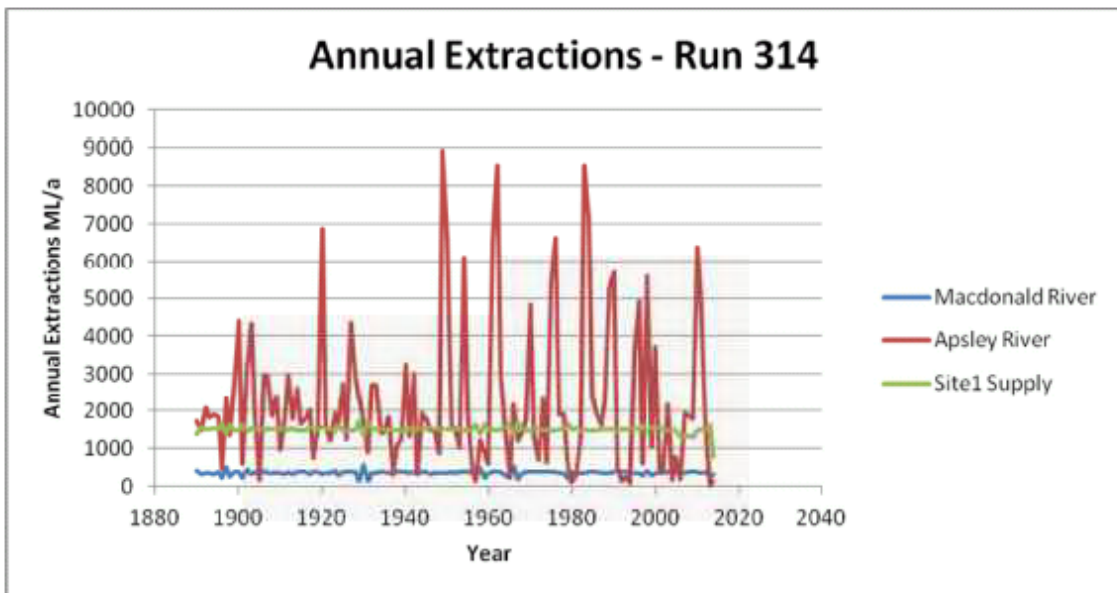
Total Storage Size ML	Run No	EFR Case	Flow Case	Historic Secure Yield ML/a	Adjustment Factor for Climate Change	Secure Yield with 1 °C Climate Warming ML/a
25091	<i>WTP Unconstrained without rolling Macdonald average cap of 379 ML/a:</i>					
	116	1 plus 30/30	Set5	2151	n/a	n/a
	114	1 plus 30/30	Set3	2166	n/a	n/a
	<i>WTP Unconstrained with rolling Macdonald average cap of 379 ML/a:</i>					
	316	1 plus 30/30	Set5	1844	0.57906	1068
	314	1 plus 30/30	Set3	1859	0.60594	1126

Using the findings from these scenarios annual extractions were graphed (see Figure 7 and 8 below) which show that the Macdonald River licence is complied with, however much larger volumes are removed from the Apsley River. In some instances nearly 10,000ML/a is drawn from the Apsley River, which is not permissible under the current Water Sharing Plan.



See Table 3 for other details.
Average annual (ML/a): Macdonald River 352 ; Apsley River (stored in dam) 2480; Supplied from Dam 1482

Figure 7 : Annual River Extractions - Site 1 Onstream Storage Apsley River (Flow Set 5)

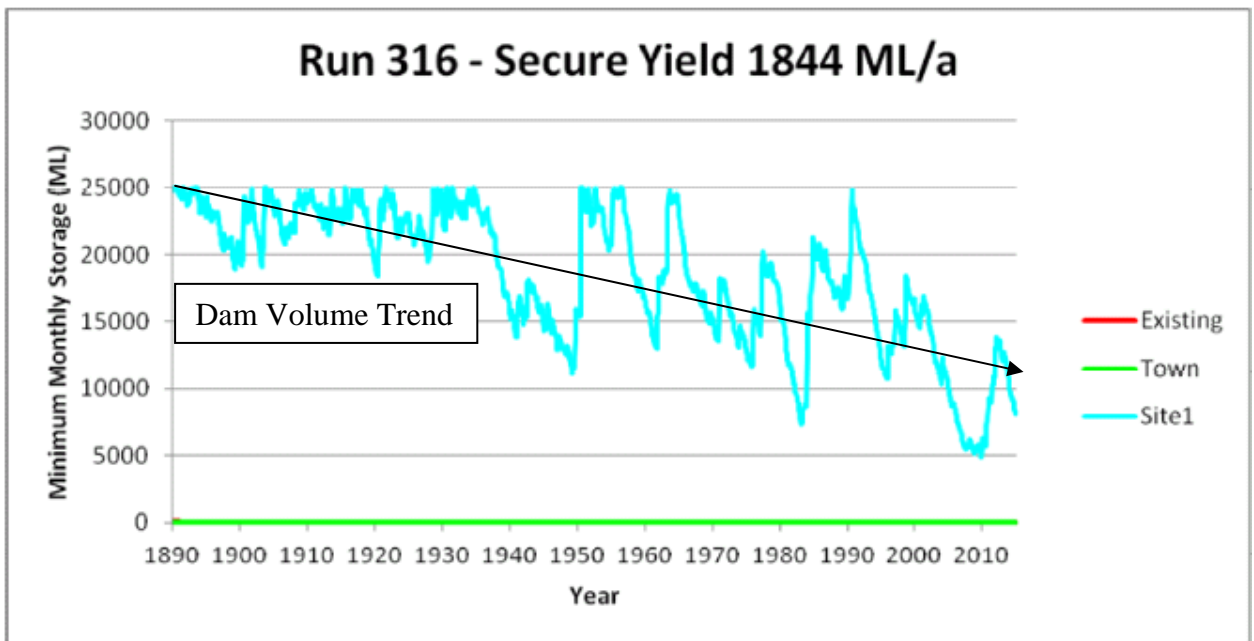


See Table 3 for other details.
Average annual (ML/a): Macdonald River 352 ; Apsley River (stored in dam) 2246; Supplied from Dam 1497

Figure 8 : Annual River Extractions - Site 1 Onstream Storage Apsley River (Flow Set 3)



In summary for site one, the below extract from Figure 5 in the latest progress report shows the dam level in relation to time. As this is the Historic Secure Yield analysis, the model commences in 1890 and finishes in current times. It is evident that the proposed 25,000ML dam volume is trending downward, and the 100 year period modelled shows that the dam is unable to remain full, spending a vast amount of time with limited water storage. With climate change introduced, the levels may become worse. If the model assumed a lesser commencement volume, there would be times, particularly during critical drought, where the need for water is increased, that the volumes in this dam could be very low.





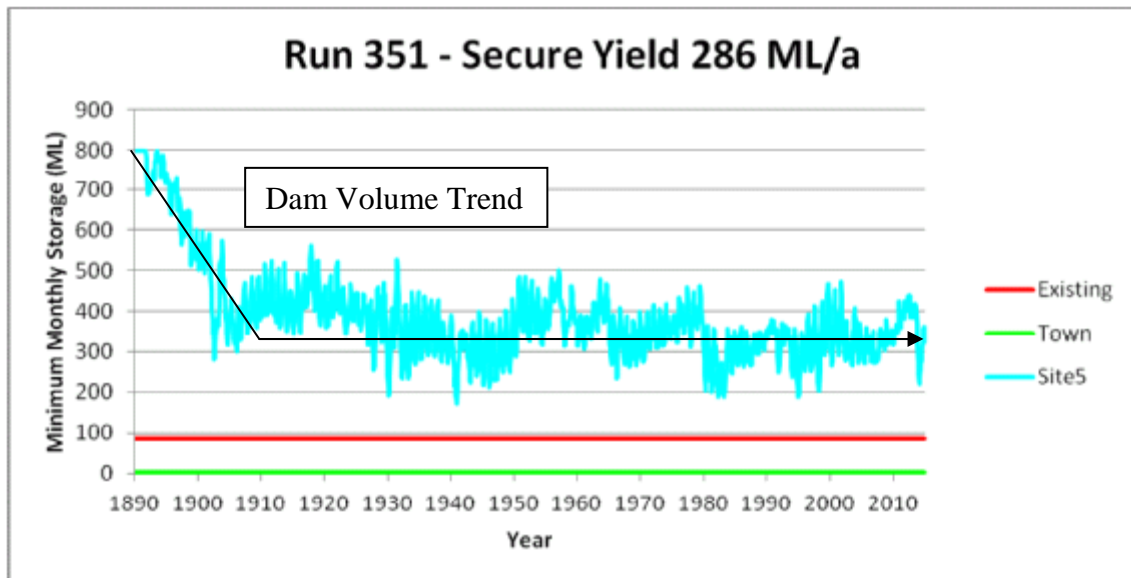
Site 5:

The Site 5 modelling results (Table 1) show that the future demand target of 287ML/a at 2045 cannot be achieved by the 286 ML/a Historic Secure Yield results. (NB: this is an increase from the 2015 Yield Study). With the existing Macdonald River licence constraints the secure yield requirement could not be met at Site 5. Further to that, refer to case run No.351 showing a secure yield of only 254ML/a with 1°C Climate warming in accordance with DPI Water’s “Assuring future urban water security, Assessment and Adaption guidelines for NSW local water utilities”.

Table 1: Site 5 Storage Size with Climate Change to meet future town demand (without Apsley River)

Site 5 Offstream Storage Size ML	Case Run No	EFR Case	Historic Secure Yield ML/a	Adjustment Factor for Climate Change	Secure Yield with 1 °C Climate Warming ML/a
<i>Without rolling Macdonald average cap of 379 ML/a:</i>					
317	251	1	430	0.6994	300
<i>With rolling Macdonald average cap of 379 ML/a:</i>					
800	351	1	286	0.8873	254

The storage behaviour graph for this modelled scenario also indicates the 800ML storage would never fill with the existing Macdonald River licence constraints – see Figure 1 below. This suggests that if the Macdonald River is the only source of pumped flows that the 800ML storage will not be effectively filled.



With Macdonald Rolling average cap- See Table 1 for other details

Figure 1 : Storage Behaviour - Site 5 Offstream Storage without Apsley River

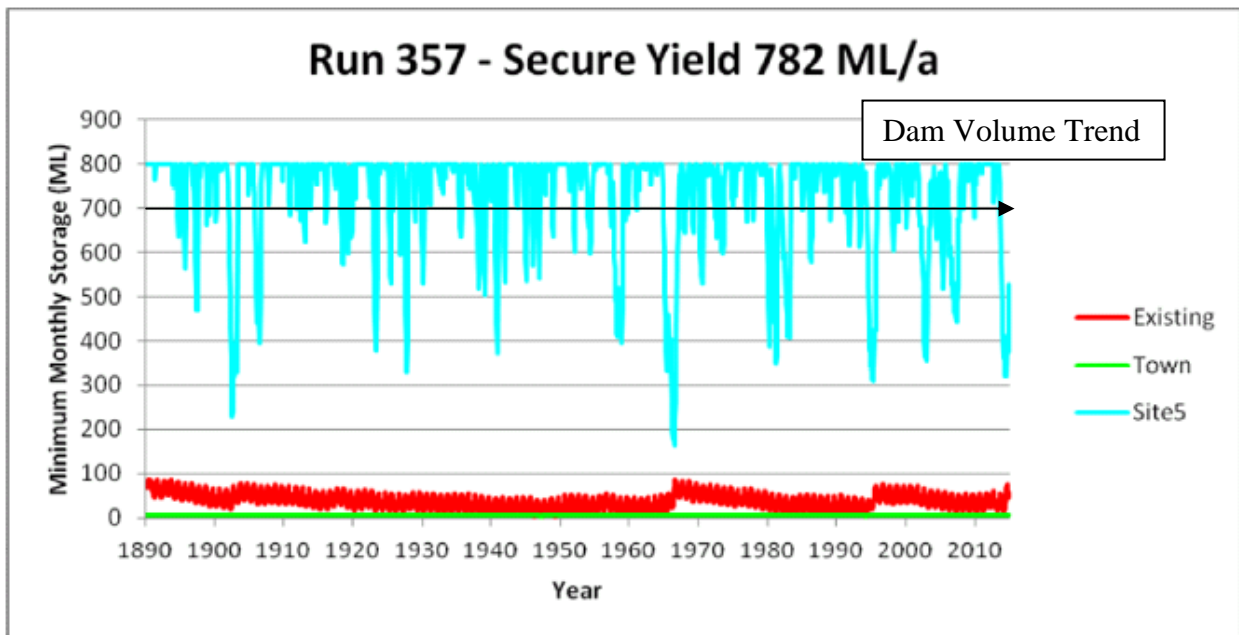


Table 2 below provides the secure yield of the existing Walcha water supply system augmented with the 800 ML off-stream storage at Site 5 with additional source from the Apsley River with 1°C Climate warming. The results show that this option *just* meets the future town demand target of 287 ML/a plus the tomato glass house demand of *280 ML/a (*combined 566 ML/a*). (*280 ML/a Ref: Apsley Dam Study, Stage 1)

Table 2: Secure Yield Site 5 Storage with Climate Change with Apsley River

Site 5 Offstream Storage Size ML	Case Run No	EFR Case	Flow Case	Historic Secure Yield ML/a	Adjustment Factor for Climate Change	Secure Yield with 1 °C Climate Warming ML/a
<i>With rolling Macdonald average cap of 379 ML/a and WTP Unconstrained:</i>						
800	357	1 plus 30/30	Set6	782	0.7361	575

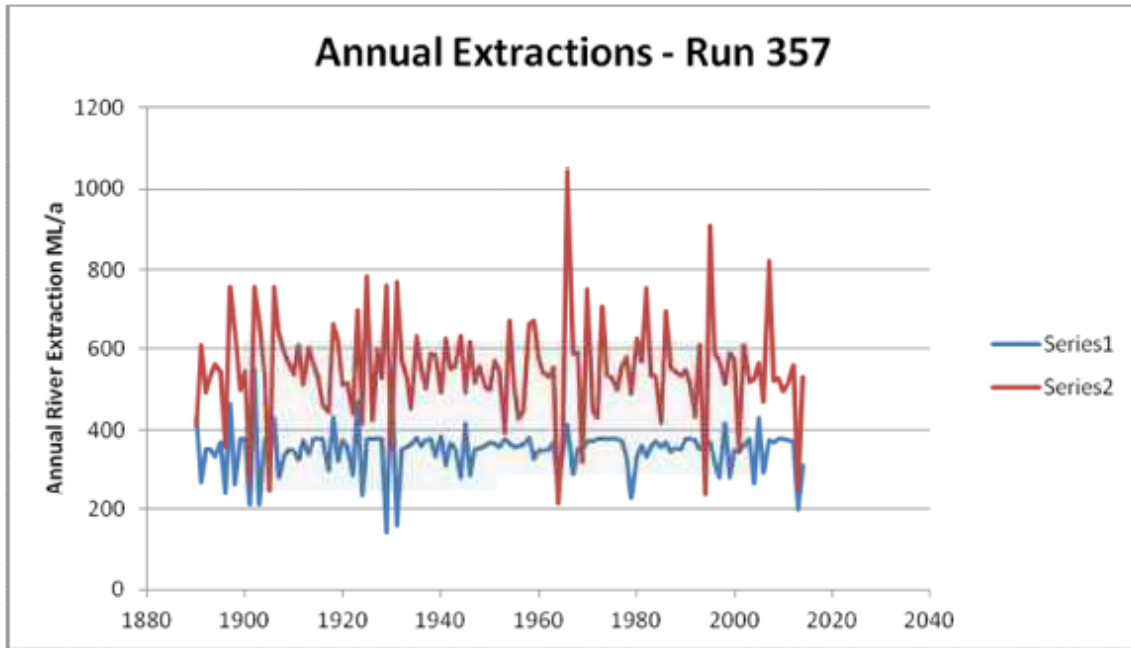
Using the findings from the scenario in Table 2 the annual extractions were graphed (see Figure 3 below) indicating that under the conditions imposed, the 800ML dam will be sustainable in supplying the 782ML/a Historic Secure Yield.



With Macdonald Rolling average cap- See Table 2 for other details

Figure 3 : Storage Behaviour - Site 5 Offstream Storage with Apsley River

However, as can be seen in figure 4 below, the Apsley River assumed extractions are much higher than the water sharing plan stipulation.



Series 2 – Apsley River ; Series 1 – Macdonald River
Average annual (ML/a): Macdonald River 352 ; Apsley River 550

Figure 4 : Annual River Extractions - Site 5 Offstream Storage with Apsley River

In conclusion the results of the Modelling can be interpreted as the following:

- Site 1 modelling suggests that the 25,000ML dam would be non sustainable and unlikely to provide a secure yield large enough to provide for irrigators, town supply and intensive agriculture. In addition, the limited water that is sourced will be coupled with high upfront capital costs.
- Site 5 has sustainable options; however inquiries into changes to the current licencing conditions for the Macdonald River or extractions from the Apsley River would need to be negotiated with DPI Water to meet just the urban needs in combination with some moderate scale intensive agriculture.
- The final stage of the Walcha Water Security Investigation is Stage 4, this stage will confirm all prior investigations and summarise the findings of this investigation, providing a clear recommendation for Councils consideration.

RECOMMENDATION: For Council’s information.



Item: 6.6 **Ref:** WO/2017/02029
Title: 2016 – 2017 Annual Report for Adoption
Author: General Manager
Previous Items: Not Applicable
Attachment: No

CSP Ref: 8.1.2 – Provide a framework for the efficient and effective administration of Council.

Report:

Under Section 428 of the Local Government Act ,1993 a Council must produce an Annual Report within five months after the end of each year. Each Annual Report must contain certain information which includes a copy of Council’s audited financial reports and other information as the regulations or the guidelines under Section 406 may require.

Walcha Council’s 2016 – 2017 Annual Report is available for viewing on Council’s website: www.walcha.nsw.gov.au . A hard copy will be available at the Meeting.

RECOMMENDATION: That Council endorse and ADOPT the 2016 – 2017 Annual Report as presented.

Submitted to Council: 29 November 2017

..... General Manager Mayor



Item: 6.7 **Ref:** WO/2017/02030
Title: Committee of the Whole Referral – Sewer Treatment Plant Recycled Water End User Request
Author: General Manager
Previous Items: Not Applicable
Attachment: No

CSP Ref: 6.3.1 – Implement the recommendations of the Integrated Water Cycle Management Strategy and other water and sewer management plans.

Introduction

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

Report

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

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

RECOMMENDATION:

That, in accordance with the provisions of Section 10 of the Local Government Act, 1993, the matter of Sewer Treatment Plant Recycled Water End User Request be referred to be discussed in Committee of the Whole for the reason that it would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

Submitted to Council: 29 November 2017

..... General Manager Mayor



Item: 6.8 **Ref:** WO/2017/02034
Title: Committee of the Whole Referral – Draft Licence Agreement to occupy 11S Middle St Walcha
Author: General Manager
Previous Items: Not Applicable
Attachment: No

CSP Ref: 5.1 Social services will be planned, maintained and coordinated so that they meet the current and future needs of all groups in the community.

Introduction

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

Report

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

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

RECOMMENDATION:

That, in accordance with the provisions of Section 10 of the Local Government Act, 1993, the matter of Draft Licence Agreement to occupy 11S Middle St Walcha be referred to be discussed in Committee of the Whole for the reason that it would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

Submitted to Council: 29 November 2017

..... General Manager Mayor



Item 7:

Notice of
Motions

Submitted to Council: 29 November 2017

..... General Manager Mayor



NOTICE OF MOTION NUMBER: 4

Item: 7.1 **Ref:** WO/2017/01978
Title: Notice of Motion – Review of Council’s Contributions / Donations towards Community Halls
Author: Councillor Clint Lyon
Previous Items:
Attachment: No

Background:

The Nowendoc Hall Committee have been actively applying for grants to update the Nowendoc Hall to ensure the return of their decommissioned WWI War Rifle. For many years it was hanging in the Hall but due to changes in Legislation it was held by Walcha Police until the security upgrades were completed, approximately five years. Having installed a security system the Nowendoc Hall Committee have advised that it costs them \$13 per week to run and are now seeking assistance via a donation for this payment.

Under Council’s Donations Policy lists the following:

Category 5

An annual contribution be made to assist with the running costs of the Community Halls. The amount to be set in conjunction with the annual operating plan.

Approved Organisations

- Woolbrook Hall Committee*
- Yarrowitch Hall Committee*
- Nowendoc Hall Committee*
- Niangala Hall Committee*
- Walcha Multipurpose Hall Committee*

Council have given each Hall a subsidy of \$300 since 2014 and \$100 for several years before that. The Ingleba and Tia Hall have also been given Subsidy although they are not listed in the Donations Policy.

This Notice of Motion is to review the donation amount.

Motion: That Council review the donation amount to the Community Halls.

Submitted to Council: 29 November 2017

..... General Manager Mayor



Ref: WO/2017/01987

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

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

Item 9:

Management Review Reports

Submitted to Council: 29 November 2017

..... General Manager Mayor



FINANCE AND ADMINISTRATION

9.1 Listing of Bank Balances for the Month of October 2017

The Cash Book for each Fund has been reconciled with the appropriate Bank Pass sheets for the month of October 2017, and the Reconciliations have been entered in the Cash Book.

	<u>2017</u>	<u>2016</u>
General	\$1,424,519.45	\$1,577,989.22

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

	<u>2017</u>	<u>2016</u>
Interest Earned (YTD)	\$ 6,829.46	\$ 8,327.63

9.2 Investments Local Government (Financial Management) Regulation 1993, Clause 19 (3) (A) for October 2017

Please see the following Report for the investments placed in October 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.

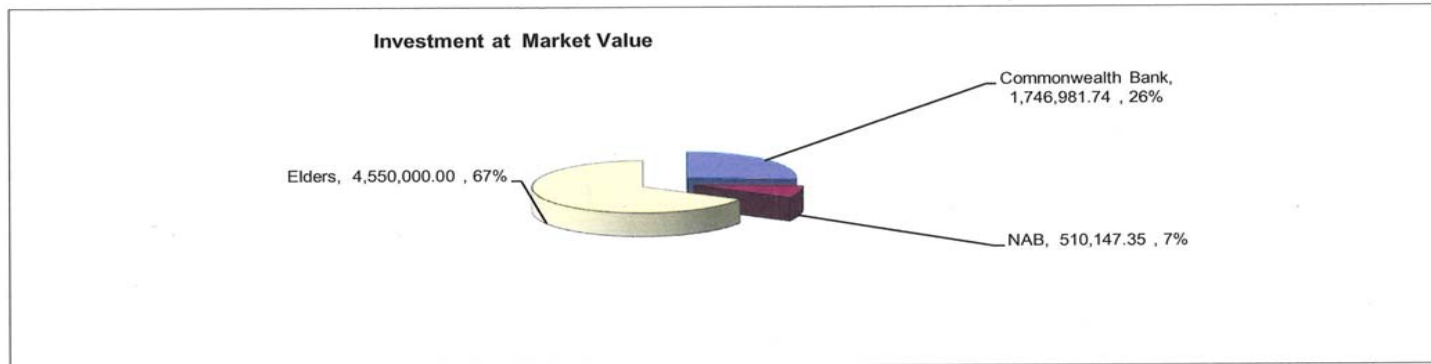
Jack O'Hara
GENERAL MANAGER



REGISTER OF INVESTMENTS TO 31/10/2017

Institution	Type	Placement Date	Term (Days)	Maturity Date	Rate	Est. Interest	YTD Interest	Amount Invested	YTD Redemption	Est. Market Value At 31/10/17	MV % of Portfolio
National Australia	Term Deposit			13-Jul-17			8908.27	-	960,878.74	-	0.00%
National Australia	Term Deposit	28/04/2017	210	28-Nov-17	2.50%	7337.74		510,147.35	-	510,147.35	7.49%
Elders Rural Bank	Term Deposit	20/06/2017	180	17-Dec-17	2.60%	7052.05		550,000.00	-	550,000.00	8.08%
Elders Rural Bank	Term Deposit	18/07/2017	180	18-Jan-18	2.55%	7545.21		600,000.00	-	600,000.00	8.81%
Elders Rural Bank	Term Deposit	20/06/2017	240	15-Feb-18	2.62%	10336.44		600,000.00	-	600,000.00	8.81%
Elders Rural Bank	Term Deposit	29/08/2017	180	28-Feb-18	2.60%	8334.25	5540.14	650,000.00	-	650,000.00	9.55%
Elders Rural Bank	Term Deposit	28/09/2017	180	28-Mar-18	2.50%	11712.33	12690.96	950,000.00	-	950,000.00	13.96%
Elders Rural Bank	Term Deposit	4/10/2017	180	04-Apr-18	2.50%	7397.26	7971.78	600,000.00	-	600,000.00	8.81%
Elders Rural Bank	Term Deposit	18/07/2017	270	18-Apr-18	2.58%	11450.96		600,000.00	-	600,000.00	8.81%
Commonwealth B:	Term Deposit	26/09/2017	240	24-May-18	2.54%	8645.30	11034.29	517,639.92	-	517,639.92	7.60%
Commonwealth B:	Term Deposit	17/09/2017	330	17-Aug-18	2.50%	7852.20	10118.45	347,400.27	-	347,400.27	5.10%
Commonwealth B:	Term Deposit	26/10/2017	365	22-Oct-18	2.55%	22489.51	20711.98	881,941.55	-	881,941.55	12.96%
						110,153.23	76,975.87	6,807,129.09	960,878.74	6,807,129.09	100.00%

Capital Value of Portfolio	6,807,129.09
Redeemed Value of Portfolio	960,878.74
Market Value of Portfolio 31/10/17	<u>6,807,129.09</u>
Estimated Profit/(Loss) 31/10/17	<u>6,807,129.09</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 November 2017

..... General Manager Mayor



9.3 Work, Health & Safety

October 2017

Workplace Incidents – Two significant incidents occurred, no lost time was incurred with investigation conducted and corrective actions put in place. One minor incident occurred resulting in lost time and a small workers compensation claim. The employee has made a full recovery and is now back at work completing pre injury duties. An investigation was completed and all relevant staff attended a toolbox talk conducted by the Director – Engineering Services and the Human Resources Manager.

Motor Vehicle – Nil.

Public Liability – Nil.

Near Misses – One minor near miss was reported.

Risk Management – An annual review of the Risk Register will be completed in the coming months. Please see the Monthly Risk Register Report below:

Residual

- Low 30.52% (65)
- Medium 33.8% (72)
- High 32.39% (69)
- Extreme 3.29% (7)

Residual	Insignificant	Minor	Moderate	Major	Catastrophic
Almost Certain	0	2	2	3	0
Likely	1	6	8	3	4
Possible	0	22	26	14	10
Unlikely	1	40	22	14	3
Rare	4	20	2	5	1

Breakdown of Controls by Responsible Person

Responsible Person	Total Controls	Existing/Completed Controls	Proposed Controls	Overdue Controls
Dylan Reeves	9	1	8	5
Jack O'Hara	1	0	1	1
Lacey Latham	9	0	9	8
Loretta Blanch	1	0	1	1
Tess Dawson	16	5	11	13
Tess Dawson and Loretta Blanch	1	0	1	1

Submitted to Council: 29 November 2017

..... General Manager Mayor

**9.4 Tourism Report****October 2017****Number of visitors to VIC**

October	2017	2016	2015	2014
Walk in's	506	549	396	612
Phone enquiries	54	45	38	72
Email enquiries	3	0	0	0

Website	October	September	August	July
Unique Visits	2,090	1,904	4,086	3,594
Visits	2,751	2,435	4,597	4,228
No of Hits	131,243	119,404	35,990	119,122

Unique visitors refers to the number of distinct individuals requesting pages from the website during a given period, regardless of how often they visit. Visits refers to the number of times a site is visited, no matter how many visitors make up those visits – Google answer.

Comments from the Visitors Book - October

Feedback on Walcha and the Visitor Information Centre, this is every comment in the visitor book for October:

Pretty country down and scenery / excellent tourist information / friendly people / thanks / lovely friendly place / its cold today / awesome waterfalls / very helpful / Lisa was super friendly and made me want to visit Walcha again – Thanks / clean town / Thanks Lisa – helpful and pleasant / love the town and area ... Lisa was GOOD! / Lovely town centre and great information / excellent advice / lovely / great / VIC's are great! Thanks / excellent / lovely / great place to see / Lovely people / Very helpful / Very helpful / very pretty town / very friendly I.Centre / great info and helpful / friendly / Great help / very helpful / very helpful / very helpful / great help.

Walcha Mountain Festival

This years Walcha Mountain Festival was deemed a great success. We have received plenty of great feedback on the fabulous entertainment, food stalls and the Festival being a great day out in general. We believe the attendance numbers to be up by 50% on last year however some of this increase is to be attributed to the attendance of the Great Eastland Hub Rally and the 80 plus vintage cars that they brought to the Festival. However, in saying that, the mountain bike event was cancelled by Westpac Rescue Helicopter so attendance numbers would have been higher again if they were in attendance also.

This year was a rewarding experience for the committee with such a fabulous result. I would like to comment on the wonderful assistance given by Dylan Reeves, Director – Engineering Services, for bending over backwards to help us out and supplying Council staff to assist over the weekend.

Submitted to Council: 29 November 2017

..... General Manager Mayor



We also asked Felicity Hurt to take some photographs of the Festival for us, there are many fabulous shots which will be great assets moving forward for promotional purposes, a huge thank you to Felicity.

John Oxley Bicentenary Event – September 8-9 2018

The Committee have been busy organising the brochure which is close to being finalised. The Committee have also been gathering community support in the way of events. Thus far we have

- ◆ Had interest of support from the Mountain Bike Club doing a ride.
- ◆ We have had approval to hold a family picnic at Langford, near where Oxley camped.
- ◆ We have initiated a theatrical or creative production with all of the schools in the Walcha Shire. All the schools were very supportive and it meets many requirements within the curriculum.
 - This will be performed at the family picnic day at Langford.
- ◆ We are hopeful that a group will do a Ball, we have had two interested parties for this.
- ◆ We are hoping to get a guest speaker specialising on Oxley
- ◆ National Parks has said they would be interested in taking guided tours around the Apsley Falls over the weekend talking about the history (Aboriginal and Oxley) and importance of protecting the flora and fauna in the National Park.

Sculpture Symposium

We are still applying for grants for this event. The Committee has decided due to unsuccessful applications thus far that the event will now not be held until 2019

Susie Crawford
Tourism Manager



9.5 Grant Information

Grants Currently Applied for:

Name of Grant:	Purpose of Grant:	Amount Requested :	Council Contribution:	Date Outcome Announced:	Outcome
Ministerial Discretionary Grant	John Oxley Brochure for Bicentenary	\$1,500			Successful
Youth Opportunities Program	Establishment of a Homework and Learning Support Centre	\$38,590	\$4,000	October	
Stronger Country Communities Fund	Replacement preschool building	\$660,000	\$340,000 \$52,000	November	
Stronger Country Communities Fund	Sporting Ground upgrade	\$120,000	\$0	November	
Community Building Partnership	Internal fit out of Walcha Council Community Care Building.	\$25,000	\$25,000	Unknown	
ClubsNSW Infrastructure Grants Round 1	Redevelopment of Walcha Memorial Cenotaph	\$55,000	\$24,000	November	Unsuccessful
Regional Arts Fund NSW Community Grants	Sculpture Symposium	\$20,000	\$8,500	November	
Regional Arts NSW Country Arts Support Program (CASP)	Artist fees for Sculpture Symposium	\$3,000	\$2,700	November	
Australia Council for the Arts Project Fund	Sculpture Symposium	\$70,000		Unknown	
Preschool Professional Development Grant	Child Protection Training update for all educators	\$1750	Preschool will pay fees if unsuccessful	Unknown	
ClubsNSW Infrastructure Grants Round 2	Redevelopment of Walcha Memorial Cenotaph	\$50,000	\$55,000	January	
Heritage Near Me – Strategies Fund	Development a Walcha Heritage Strategic Plan	EOI	\$1,500	Unknown	

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..... 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

Website Links:

- <http://regionalartsnsw.com.au/grants>
- <http://www.lgnsw.org.au/files/imce-uploads/127/cremf-introduction-1.pdf>
- <http://www.dec.nsw.gov.au/what-we-offer/regulation-and-accreditation/early-childhood-education-care/funding/start-strong/capital-works-grants-program>
- <http://www.communitybuildingpartnership.nsw.gov.au/>
- <http://investment.infrastructure.gov.au/funding/blackspots/>
- <https://www.transport.nsw.gov.au/projects/programs/fixing-country-roads>
- https://infrastructure.gov.au/infrastructure/pab/active_transport/
- <http://www.liquorandgaming.nsw.gov.au/Pages/about-us/our-initiatives/infrastructure-grants.aspx>
- <https://www.create.nsw.gov.au/funding-and-support/regional-cultural-fund/regional-cultural-fund-2/>
- <https://www.industry.nsw.gov.au/invest-in-nsw/regional-opportunities/stronger-country-communities-fund>
- <https://www.create.nsw.gov.au/funding-and-support/types-of-funding/project-funding-arts-and-cultural-projects>
- <https://www.create.nsw.gov.au/funding-and-support/types-of-funding/project-funding-regional-partnerships/>
- <http://regionalartsnsw.com.au/grants/raf/>
- <http://regionalartsnsw.com.au/grants/casp/>
- <http://australiacouncil.gov.au/funding/>

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..... General Manager Mayor



ENGINEERING SERVICES

9.6 Wages & Overtime Summary

Pay Period	Week Ending	Overtime Hours	Amount (\$)
17	22/10/2017	138.25	8,056.78
18	29/10/2017	63.50	3,035.70
19	05/11/2017	46.50	2,193.91
20	12/11/2017	270.00	12,978.74
TOTAL		518.25	\$26,265.13

9.7 Shire Roads Maintenance

Design and Construct – Five Bridges Tender.

The final two bridges that form part of the Design and Construct 5 Bridges Tender are now complete and open to the public. The contract was completed successfully and was project managed by Council with no Variation Requests or Constructability concerns throughout the infrastructure delivery portion of the project. This is a great indication that the preparation that went into the tender and pre-works investigations were very thorough.



Hartford Road bridge

Submitted to Council: 29 November 2017

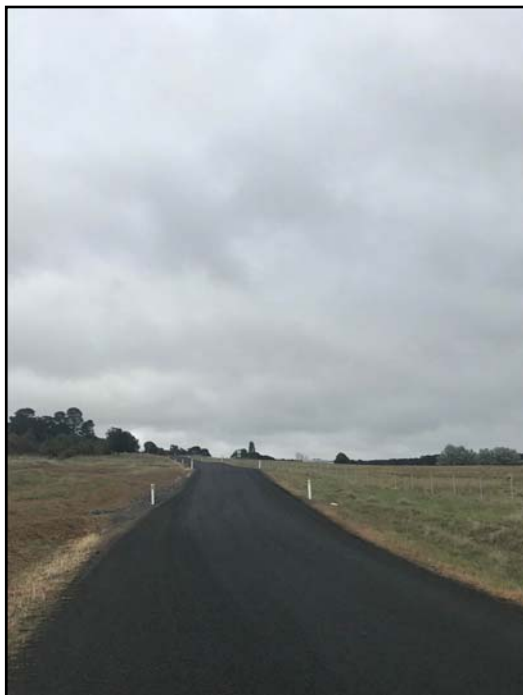
..... General Manager Mayor



Hartford Road bridge – Number 2

Local Roads Reseals:

The local roads reseal program has commenced on the Moona Plains Road. Heavy patching was completed earlier this calendar year in preparation for these reseals. In total approximately 3km of road was resealed on the Moona Plains Road.



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..... General Manager Mayor



State State and Regional Roads – Projects:

Thunderbolts Way Patching:



Heavy patching has occurred on the Southern and Northern sides of Walcha on the Thunderbolts Way. The patching was targeted as areas that were severely deteriorated.

The patching continues Councils efforts to eliminate dangerous areas on the Thunderbolts Way and the Oxley Highway when holiday traffic is approaching.

Urban Roads – Projects:

McHattan Park Upgrade:

The McHattan Park Upgrade is progressing well. Crusher dust has been installed and the concrete edging will be poured shortly. Softfall is booked for late October, with the installation of Softfall and woodchip seeing the project nearing completion.

Final component installation will take place once the Softfall has been installed.



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..... General Manager Mayor



Pool Foot Valve Installation and Propping:

Two foot valves were replaced at the Walcha Pool, additionally structural props were installed under the balance tank in order to reinforce the concrete slab that is in poor condition. A total of four props have been installed to ensure strength until the slab is able to be replaced during the next off season.

The new foot valves ensure that water is unable to flow back into the balance tank once it has been pumped out. This eliminates the need to re-prime pumps when they have been turned off.



Completed Maintenance Snapshot:

Local Roads	
Maintenance Grading:	Roads:
	Boyd's Lane
	Glenroy
	Kangaroo Hills
	Hartford
	Nine Mile Church
	Campfire (Woolbrook End)
	Pine Hills
	Nowendoc
	Strathleigh
	Surveyors Creek
	Niangala (Oxley Hwy to Army Br)
	Brackendale
	Logie
Drainage	Roads:
	Glen Morrison

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Local Roads continued . . .	
Slashing	Roads:
	Aberbaldie
	Niangala
	Brackendale
	Bergen
Spraying	Roads:
	Brackendale
State & Regional Roads	
Oxley Highway Maintenance:	Tasks:
	Sign Maintenance & Repair
	Servicing Rest Areas
	Vegetation Control
	Cold Mix Patching
	Drainage
Regional Roads:	Tasks:
	Cold Mix Patching
	Slashing
	Spraying
	Service Rest Areas
Urban Roads	
Urban Maintenance:	Tasks:
	Sporting Ground Maintenance
	Town Street Cleaning
	Parks and Garden Maintenance
	Pool Pre-Season Works

Proposed Works for the Coming Period:

Shire Roads:

- ◆ Grading Tops, Walcrow Mummel, Scrubby Gully, Aerodrome, Glen Morrison and finish Brackendale Road.
- ◆ Continue to Clean Pipes on Glen Morrison Road
- ◆ Vegetation control on Brackendale Road
- ◆ Complete the Design and Construct Five Bridges Tender.

State & Regional Roads:

- ◆ Maintenance:
 - Pothole Patching.
 - Vegetation Maintenance.
 - Crack Sealing.
 - Safety Patching and Sealing.
- ◆ Reseal Program to Commence on the Oxley Highway

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Works In Town:

- ◆ Streetscape Maintenance.
- ◆ Sporting grounds maintenance.
- ◆ Town Mowing - parks, gardens and cemeteries.
- ◆ Town Garden Maintenance.
- ◆ Complete the McHattan Park Upgrade.
- ◆ Pool Operations and Maintenance.

Dylan Reeves
Director – Engineering Services

9.8. Water

Current Water Restrictions – Level 1: target usage 250 – 290 Litres/Person/Day

Water usage for the month of October 2017 was as follows:

- ◆ Monthly Usage – 14.21 ML (same as September 2017)
- ◆ Usage per person per day – 342 Litres

Usage stayed high this even with the few rain events during the month. The supply from the Macdonald River held through the month with capacity also allowing for top ups to the Emergency Supply dam at Muluerindie. The Emergency Supply dam is nearing capacity ready for the summer holiday period.

9.9 Sewer

Sewer Treatment Plant (STP) Upgrade

Earthworks on the construction of the new 20ML storage dam are progressing well with the embankments complete and seeded. The emptying of the existing maturation pond is progressing well with sludge being exposed at high levels.



Temporary pump station for the emptying of the maturation pond.



Photo showing exposed sludge and the water level dropping in the maturation pond.

End user of the recycled water for agricultural irrigation.
See separate report this month.

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9.10 Waste

Container Deposit Scheme (CDS)

It's less than a month away from the rollout of the NSW Container Deposit Scheme (CDS) and it is still unknown where the collection points will be in the New England region. TOMRA – Cleanaway the schemes network operator is responsible for organising and hosting collection points. TOMRA-Cleanaway submitted a delivery proposal to Council in early November for a collection point in Walcha.

The current TOMRA-Cleanaway proposal for a collection point at the Walcha Waste facility requires manning a collection point for a minimum of 24 hours per week. The current staffing levels at the Walcha Waste Depot are not sufficient to meet this requirement and Council requested a 12 month retainer of \$65,000 to enable the staffing for the first year of a 5 year contract. The verbal advice from TOMRA-Cleanaway was that this would be denied. Discussions will continue with TOMRA-Cleanaway for the establishment of a Walcha collection point

Waste Strategy

A meeting was held with the EPA Armidale office in late October and they have requested Council provide assurance that the water monitoring results, which have shown for many years that no leachate is present at the site, are reliable. As such it is proposed GHD will undertake a hydrological survey in the New Year to confirm beyond reasonable doubt there is no leachate or the existence of leachate and where it is going.

Woolbrook & Nowendoc Waste Transfer Station Conversions

Woolbrook Landfill: The Closure Plan submitted in September to the EPA has been returned with a request for the plan to be modified.

Nowendoc Landfill: On Friday, 10 November around 40 people attended the facility introduction with Deputy Mayor, Clint Lyon and myself. Information was provided on how the new facility works, what waste goes where and the residents questions were answered. The facility is now fenced and locked and accessible only by the Nowendoc community.

Tess Dawson
Senior Manager - Water, Sewer & Waste



ENVIRONMENTAL SERVICES

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

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

The statistical information contained within this report demonstrates the work carried out by staff in achieving the strategic objectives and delivery actions as outlined in Council’s Community Strategic Plan 2027, Delivery Program 2017-2021 and Operational Plan 2017-2018.

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.

9.11 Development

Development Application (DA) Data		
	2016/2017	2017/2018 YTD
Total Number of DAs Determined	22	10
Number of DAs Outstanding	2	2
Average Determination Time (days)	30.6	24.7
Value of DAs	\$4,024,495.00	\$1,799,407.00
Number of Single New Dwellings	7	3
Residential	1	1
Village / Large Lot Residential	1	1
Rural	5	1
Number of Multi Unit Dwellings	0	0
Number of Commercial Developments	3	1
Number of Industrial Developments	0	0
Withdrawn / Cancelled	0	1
Refused	0	0

Complying Development Application (CDC) Data		
	2016/2017	2017/2018 YTD
Total Number of CDCs	8	3
Value of CDCs	\$324,300.00	\$77,000.00
Number of Single New Dwellings	0	0
Residential	0	-
Village / Large Lot Residential	0	-
Rural	0	-

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**Development Applications and Complying Development Certificates
 Determinations issued – October 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	
10.2017.17	Erect a new garage	117W Fitzroy Street, Walcha
10.2017.18	Construct a new dwelling	124S Derby Street, Walcha
10.2017.19	Construct a new dwelling	217 Oxley Drive, Walcha
10.2017.22	Refurbish Walcha Oval Kiosk	10S Pakington Street, Walcha
CDC Number	Description	
18.2017.5	Erect a new garage	5W North Street, Walcha

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

Nature of Interest	Number Received 2016/2017	Number Received 2017/2018 YTD	Number Received this period
Political Gifts and Donation	0	0	0
Applicant or owner is an employee of Walcha Council or a Councillor	0	0	0
Applicant with any relationship to staff or Councillor	1	0	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	2016/2017	2017/2018 YTD	This Period
Number Issued	137	29	11

9.12 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

Description	Act	2016/2017	2017/2018 YTD	Issued this Period
Owner of dog which rushes at /attacks /bites /harasses /chases any person /animal	Companion Animals Act 1998	0	1	0

Notices and Orders Issued

Description		2016/2017	2017/2018 YTD	Issued this Period
Overgrown allotment (Order Number 21, Section 124 Local Government Act 1993)	Warning	5	2	2
	Intention	0	2	0
	Order	0	0	0
Accumulation of waste (Order Number 22, Section 124 Local Government Act 1993)	Warning	3	0	0
	Intention	0	2	0
	Order	0	0	0
Keeping of animals (Schedule 2 Local Government Regulation 2005 & Council Policy)	Warning	6	2	0
	Intention	1	1	0
	Order	0	0	0
Nuisance dog (Section 32A Companion Animals Act 1998)	Warning	0	0	0
	Intention	2	0	0
	Order	0	0	0
Dangerous dog (Section 34 Companion Animals Act 1998)	Warning	0	0	0
	Intention	1	0	0
	Order	1	0	0
Roaming dog (Section 12A Companion Animals Act 1998)	Warning	2	8	0
	Intention	0	0	0
	Order	0	0	0
Companion animal microchipping & registration (Sections 8 & 9 CA Act 1998)	Warning	4	13	0
	Intention	0	0	0
	Order	1	0	0
Vehicles and traffic on nature strip (NSW Road Rules 2014)	Warning	13	0	0
	Intention	0	0	0
	Order	0	0	0
Abandoned vehicle (Road Transport (Vehicle and Driver Management) Act 2005 and Impounding Act 1993)	Warning	0	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	1	0	0
	Intention	0	0	0
	Order	0	0	0

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

Environmental Services Customer Requests October 2017	
Barking dogs	0
Dog attacks	0
Roaming dogs	2
Roaming stock	0
Other animal issues	0
Public buildings / amenities	0
Food premises	0
Overgrown land	0
Accumulation of waste	0
Environmental pollution	1 (odour)
Illegal building works	0
Other	0

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	2016/2017	2017/2018 YTD	This Period
Lodged	27	10	4
Approved (under delegation)	26	10	5
Approved (Council)	0	0	0
Refused	0	0	0

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.

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For information purposes a summary of the food surveillance activities undertaken for the 2017/2018 year as at 31 October 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	0	0	-	0	0	0
No. Re-inspections	0	0	-	0	0	0
No. additional Re-inspections	0	0	-	0	0	0
No. FSS Required	21					21
No. FSS Current	21					21

9.13 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 2017/2018							
	Desexed	Non desexed	Pensioner (desexed)	Pound Purchase (desexed)	Recognised breeder	Working	Value \$
Jul	0	0	0	0	0	0	\$0.00
Aug	1	0	0	0	0	0	\$55.00
Sep	0	0	1	0	0	1	\$23.00
Oct	1	1	0	0	0	0	256.00

Companion Animals Seizures 2017/2018						
	Seized	Surrendered	Released	Rehomed	Euthanased	Stolen/Escaped
Jul	2	0	2	0	0	0
Aug	4	0	3	0	1	0
Sep	4	2	1	1	2	0
Oct	4	0	4	0	0	0

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COMMUNITY SERVICES

9.14 Walcha Council Community Care

October 2017

Groups

Women’s Group and Wanderer’s Group

4 October 2017 – 24 clients from the Women’s Group and the Wanderer’s Group attended morning tea at the Community Day Centre Rooms.

18 October 2017 – 20 ladies attended the day with morning tea being held in the Community Day Centre Rooms. The theme for the day was following on from the September outing day visit to the Walcha Historical Museum incorporating the “The History of Walcha”. Bob Walsh came along to the morning get together to speak to the ladies about some of the memories they have from Walcha early days, sharing stories and memories. Lunch was held at the Apsley Arms Hotel.

Wanderer’s Group

11 October 2017– The group enjoyed morning tea at the Community Day Centre Rooms.

25 October 2017– The Wanderer’s Group had an pleasurable day held at the Summervale Village camp kitchen. The group was joined for the day by the Aboriginal Elders Group from Uralla and enjoyed a barbeque lunch and the company for the day.



The Wanderer’s Group and Uralla Aboriginal Elders Group enjoying lunch at the Summervale Village camp kitchen



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Uralla Aboriginal Elders Group



Wanderer's Group member,
Hope Strudwick at the
Summervale Village
camp kitchen

Men's Group

10 October 2017 – 15 gentlemen attended morning tea in the Community Day Centre Rooms. The guest speaker, Col Crossman from the Ambulance Service came along to talk about the importance of calling 000 if needing assistance in a medical emergency. Col also talked about the importance of medical alarms and encouraged people to use them.

24 October 2017 – 16 gentlemen attended the trip to Werris Creek to visit the Australian Railway Monument and Rail Journeys Museum. The Museum provided a tour guide and we were given in-depth stories about the railway and the history around Werris Creek. Some of the highlight of the visit was the new Miniature Railway housed on the second floor of the Museum and the simulated train driving activity. The group enjoyed lunch at the Terminus Hotel at Quirindi before travelling back to Quipolly Dam. The dam was a lovely spot to visit and the water, picnic facilities and the amount of bird life inhabiting the dam was fantastic.

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Quipolly Dam jetty



Robert Steel and Ron Denham admiring the Miniature Model Railway at the Museum

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Margie Carter, George Lawrence and Dick Bowden watching the model trains.



Ron Denham driving the train with the simulated train at the Museum



Bryan Hughes, John Walker and Brian Glanville



The Men's Group visit to the Werris Creek Rail Journey Museum



Transport – October

Medical drives – 11 clients utilized the service with 18 trips.

Access bus – 9 clients used the service making 58 trips.

Bus to Tamworth – 8 clients used the service on 27 October 2017

Bus to Armidale numbers for October were as follows:

- ◆ 3 October 2017 – 6 clients – Walcha Service
- ◆ 10 October 2017 – 5 clients – Walcha Service
- ◆ 17 October 2017 – 6 clients – Walcha Service
- ◆ 24 October 2017 – 7 clients – Walcha Service
- ◆ 31 October 2017 – 6 clients – Walcha Service

Taxi Vouchers – 16 clients used the Taxi Vouchers with Walcha Taxi Service and Walcha Community Transport with a total of 102 Taxi Vouchers returned.

Meals on Wheels

For the period of 1/10/2017 to 31/10/2017, there were 14 clients who received hot main meals with two of those clients also receiving frozen meals for the weekend. The total number of meals for the month of October was:

- ◆ 226 Hot meals,
- ◆ 86 frozen meals and
- ◆ 149 desserts.

NDIS

The National Disability Insurance Scheme has now been available to participants in the New England Region since July 2016. Walcha Council is a registered Service Provider and services such as cleaning, gardening and yard maintenance, flexible supports to assist

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people by enabling independence in personal activities of daily living in the community and their home and the Early Intervention program. The services have been slow to begin with however as people develop their plans and access services our participant base is gradually increasing.

Rural and Remote Exercise Groups

This month the report for Nowendoc rural and remote exercise group was unavailable.

Feedback and Complaints

No feedback to report this month.

Meetings and Training

12 October 2017 – Dementia Support Group meeting held at the Community Day Centre Rooms.

The WCCC Office has been very busy with the end of year reporting and preparation for the Third Party Verification for the Disability Standards in early March 2018. I am very pleased to welcome Alice Flanagan to our Community Care team. Alice has begun a traineeship in Community Services and is working two days per week in the WCCC Office and one day at the Preschool.

Cathy Noon
Community Care Coordinator



9.15 Library

October 2017

Stats for October:

- ◆ 693 issues
- ◆ 659 returns
- ◆ 22 reservations placed
- ◆ 99 reservations issued
- ◆ 5 new members
- ◆ Computer use 93
- ◆ Wi-fi use 99
- ◆ Door count 914

The library book group has welcomed a couple of new members and definitely continues to be one of our most popular programs. The book groups have now taken a break and will resume in the New Year with an exciting array of new books to choose from.

We are still continuing to deliver books, DVD's, talking books, picture books and non-fiction books in bulk to Riverview once a month. Included in this set of books is a wide range of resources to suit all the residents. This is still in conjunction with the Quota Club who collects and return the books. We also currently have around 4-5 housebound people who we arrange books for on a regular basis.

Storytime is still happening in the library once a month. The kids seem to become more familiar with the excursion each time they come. They also find it incredibly exciting to go on our new community transport bus.

This month we have tried to focus on encouraging members to bring their library card each visit. This is mainly because we are trying to promote our self-checker. There are a few people who will use the self-checker automatically now, however there is still a lot that need some encouragement. The main benefit of the self-checker machine is that customers can issue their own books if the library staff are assisting other customer.

The school holiday program is well underway and should be ready for release over the next couple of weeks. Once again some very exciting activities for the youth of Walcha!

Next month Clr Wellings, Clr Heazlett and I will be heading to Sydney for the NSW Public Libraries Association SWITCH conference. I look forward to reporting on this next month!

Madison Garrad
Library Coordinator/Youth Worker

Submitted to Council: 29 November 2017

..... General Manager Mayor



9.16 Preschool

October 2017

Story Park

As preschool strives for continuous improvement and aims for more family input and more efficient methods of documentation some apps and websites were looked at. Two were decided on, of which committee members were asked to participate in. From the feedback received Story Park seemed to be the most popular choice for both families and educators. As there was a 30day trial on offer to preschool it was discussed that the trial would be opened up to additional families and again the feedback seems to be mostly positive. Like with any new system and technology there will inevitably be teething problems, however moving forward with Story Park is an exciting new prospect.

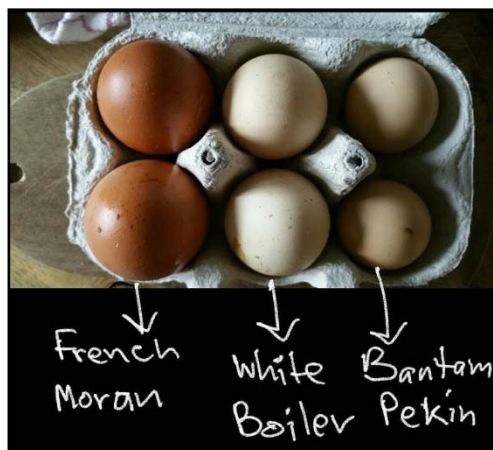
Story Park will ultimately and hopefully be able to replace the traditional portfolio produced by the preschool it will be also be timesaving, sustainable and allow for more family feedback and involvement.

Educators

Natasha has been offered a second 6month contract at UNE and hence has requested for an additional 6months of LWOP, this has been granted. Angie will be taking five months of long service leave beginning next year. These two absences will need to be filled and hopefully Sakulsri and Jenn will be willing to fill any gaps that are left in next year’s roster. Chloe only has a few hours remaining of her traineeship so she will be finishing up in the coming weeks. Work placement students will be at Walcha Preschool from week 6 onwards, I am a strong believer in offering opportunities for early childhood education students to gain practical skills in the workplace.

Hatching Eggs

Sakulsri has fertilised eggs (pictured below) and the children have been asking to hatch some chickens. Emma has provided the preschool with her incubator and the penguin room is only a few days away from hopefully having some chickens hatch in the room.



Submitted to Council: 29 November 2017

..... General Manager Mayor



Colour Mixing and Absorption

This year’s group of children’s main interest has been science and experimenting, colour mixing, chemical reactions and now colour absorption. Starting with paper towels absorbing and mixing colours the experiments then moved onto how plants absorb water, to highlight this process white roses and celery were used.

Family helpers whom without excursions like this could not go ahead. The weather was not ideal, icy winds and overcast, however the children didn’t seem to mind one bit.



Zoe Herbert
Preschool Nominated Supervisor

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

Submitted to Council: 29 November 2017

..... General Manager Mayor



Item 10:

Committee
Reports

Submitted to Council: 29 November 2017

..... General Manager Mayor

Walcha Council Community Care Advisory Committee Meeting Minutes

held on

Monday, 25 September 2017

at

2:00 pm

at

Walcha Council Community Care Office
11S Middle Street, Walcha

PRESENT:

Clr Kevin Ferrier (Chair), Syreene Kitchener, Sue Reardon, Kate Hoy, Pat Laurie, Cathy Noon (Community Care Coordinator), Karen Kermodé (Community Services Manager) and Olivia Wood (Manager Riverview Walcha)

1. APOLOGIES:

Ron Denham, Davina Young, Debra Sweeney, Elaine Bartholomew.

2. CONFIRMATION OF MEETING MINUTES HELD ON TUESDAY 6 JUNE 2017

RESOLVED: On the motion of Hoy and Kitchener that the Minutes of the Walcha Council Community Care Advisory Committee Meeting held on 6 June 2017 copies of which have been distributed to all members, be taken as read and confirmed a true record.

3. Business Arising

- 3.1 The disabled toilet signs have been installed on the McHattan Park toilets.
- 3.2 The new Community Transport bus has been delivered.
- 3.3 The recent proposed increase in fees and charges was not adopted at the last Council meeting. The new fees proposed were adopted.
- 3.4 Meals on Wheels numbers are steady. A service review meeting was held between Riverview and WCCC.
- 3.5 The building lease has not been finalised.

4. Community Care Coordinator Report – July 2017

The Community Care Coordinator report from July 2017 was presented to the Committee (attached).

5. ATSI Community Care Officer Report – July 2017

The ATSI Community Care Officer is away on leave. The report for July 2017 was given and prepared by the WCCC Coordinator and was presented to the Committee (attached).

The ATSI group attendance has increased, possibly due to the new newsletter format introduced by the WCCC Coordinator that is now sent to all WCCC clients and sets out the activities planned for the upcoming month.

6. Financial Report – Attached

A statement of income and expenditure as at 31 August 2017 was tabled and presented to the Meeting.

7. General Business

7.1 The Community Services Manager gave an overview of the role of the Advisory Committee. It is to advise Council on matters relevant to the community. Members are encouraged to contact the Community Services Manager or the WCCC Coordinator with any items, issues or concerns they would like to see discussed at the meetings.

7.2 Pat Laurie advised that the seat on Derby Street near Riverview is damaged and needs repairing.

7.3 Olivia Wood requested that a footpath running from the corner of Derby and Hill Streets be installed to join up with the footpath along the levee bank.

7.4 Olivia Wood asked that a report be prepared detailing the process of transitioning from block funded disability supports to providing supports under the NDIS without the block funding.

8. Next Meeting

The next meetings of the advisory committee are proposed to be held on 18 December 2017. This will be the Christmas lunch meeting, and the venue will be the Apsley Hotel, or the Royal Café commencing at 12.00pm.

There being no further business the Chair declared the meeting closed at 2:32pm.

CONFIRMED _____ (Signed)

Date: ___ / ___ / ___ Chairperson

Attachment for item 4 - Community Care Co-ordinator Report – July 2017

Groups

Women's Group and Wanderer's Group

5 July 2017 – 28 clients from the Women's Group and the Wanderer's Group attended morning tea at the Community Day Centre Rooms.

19 July 2017 – 17 ladies attended the themed day in the Community Day Centre Rooms. The theme was "Chocoholics Choice" and the ladies had a fun morning completing activities and games designed around chocolate. Lunch was held at the Royal Café.

Men's Group

11 July 2017 – 15 gentlemen attended morning tea in the Community Day Centre Rooms. The guest speaker for the morning was Rachel Peake from Hunter New England Health. Rachel gave a very informative presentation to the group about Strokes, what can be done to prevent having a stroke and what happens when you have a stroke.

25 July 2017 – 12 gentlemen attended the day that began with morning tea and some activities at the Walcha Bowling Club. A game of darts and snooker were enjoyed with a trivia quiz thrown in to make the group use their brains. After lunch the group travelled out to visit Walcha Dairy. Assistant Manager, Paul, gave us a tour of the Dairy and allowed us to watch the cows come in to be milked and the process involved. Vidi sampled the fresh milk from the vat during the visit and George was thrilled with the photo display of the Dairy from its beginnings. Although the weather was fairly cool everyone enjoyed the visit and had a great time.

Transport– July

Medical drives –12 clients utilized the service with 21 trips during July 2017.

Access bus– 6 clients used the service making 34 trips during July 2017.

Bus to Tamworth – 6 clients used the service on 28th July 2017.

Bus to Armidale numbers for July were as follows:

- 4 July 2017 – 3 clients –Walcha Service
- 11 July 2017 – 4 clients – Uralla Service using TCT Bus and Driver
- 18 July 2017 – 6 clients – Walcha Service
- 25 July 2017 – 6 clients – Uralla Service using TCT Bus and Driver

Taxi Vouchers –10 clients used the Taxi Vouchers with Walcha Taxi Service and Walcha Community Transport in July, with a total of 83 Taxi Vouchers returned.

Meals on Wheels

For the period of 1/7/2017 to 31/7/2017, there were 14 clients who received hot main meals with 2 of those clients also receiving frozen meals for the weekend. There were 2 clients who received frozen meals. The total number of meals for the month of July was:

- 214 Hot meals,
- 104 frozen meals and
- 207 desserts.

Rural and Remote Exercise Groups

9 clients attended at Nowendoc during July 2017.

Feedback and Complaints

Nil Feedback to report for July.

Meetings and Training

13 July– Dementia Support Group Information Session held at the Community Day Centre Rooms. The Information session provided information for people living with or caring for those with dementia or for community members who would like to understand what they can do to help support a dementia friendly community. Anna Davidson from Alzheimer’s Australia NSW facilitated the session and 22 community members attended.

17 July – Cathy and Denise attended a First Aid Training workshop in Armidale.

31 July – Community Legal Education presentation provided by North and North West Community Legal Service held in the Community day Centre Rooms. The information session covered topics of appointing a Power of Attorney, Enduring Guardianship, making a Will, and an Advanced Care Directive. 16 community members attended the session.

July was a very busy month in the WCCC Office. The groups all enjoyed the excursions and social days and the community information sessions were very informative and helpful for all who attended. The Government DEX and Transport for NSW reporting was all due at the end of July which kept staff very busy during the month.

Cathy Noon
Community Care Coordinator

Attachment for Item 5 – ATSI Community Care Officer Report – July 2017

5 July 2017 – 28 clients from the Women’s Group and the Wanderer’s Group attended morning tea at the Community Day Centre Rooms.

12 July 2017 – The group travelled to Armidale to visit the Aboriginal Cultural and Keeping place. The artifact exhibition that was on display was entitled, “Traditional Grinding Stones” and consisted of grinding and top stones from the Aboriginal Cultural Centre and Keeping Place collection. The group enjoyed a tour of the centre and had a fantastic day out together.

26 July 2017 – The group enjoyed their get together and morning tea in the Community Day Centre rooms.

Attachment for item 6 – Financial Report

As at 31 August 2017 - Monthly Financial Report

Sub Account	Activity Account	Revised Budget	Actuals YTD	Available funds
WCCC Transport				
<u>Revenue</u>				
	<i>1811</i>			
other revenue	Other Sundry Income	0	0	0
FACS CCSP funding	State Grants & Subsidies	4,234	0	4,234
CTP TfNSW funding	State Grants & Subsidies	34,026	8,506	25,520
TCT Uralla funding	State Grants & Subsidies	20,696	0	20,696
DOHA CHSP Transport funding	Comm'th Grants & Subsidies	29,715	7,540	22,175
CHSP Transport Client Contribution	Special Group User Fees	7,000	3,238	3,762
CTP Transport Client Contribution	Special Group User Fees	2,642	219	2,423
Services - Full Cost Recovery	Outreach Group User Fees	3,000	0	3,000
FACS Client Contribution	Special Group User Fees	700	134	566
		102,013	19,637	82,376
<u>Operating Expenses</u>				
	<i>3811</i>			
WCCC - Tamworth CTP		8,226	1,073	7,153
WCCC - Armidale CTP/CHSP		17,234	2,107	15,127
WCCC - Walcha Access CTP/CHSP		9,500	1,719	7,781
WCCC - Woolbrook CTP		6,500	1,199	5,301
WCCC - UFO Group CTP		5,050	272	4,778
WCCC - Medical Drives - CHSP Clients		19,100	5,130	13,970
WCCC - Medical Drives - CTP Clients		3,000	377	2,623
WCCC - Medical Drives - Other Clients		2,600	0	2,600
WCCC - Administration		30,803	1,192	29,611
WCCC - Taxi Vouchers		0	568	-568
		102,013	13,638	88,375
WCCC Transport Operating Result		0	6,000	-6,000
WCCC Social Support - Group				
<u>Revenue</u>				
	<i>1812</i>			
contributions	Donations Received	0	0	0
FACS CCSP funding	State Grants & Subsidies	7,069	0	7,069
DOHA CHSP Group SS funding	Comm'th Grants & Subsidies	54,552	13,843	40,709
CHSP Group SS Client Contribution	Special Group User Fees	8,600	0	8,600
Services - Full Cost Recovery	Outreach Group User Fees	300	0	300
FACS Client Contribution	Special Group User Fees	300	0	300
		70,821	13,843	56,978
<u>Operating Expenses</u>				
	<i>3812</i>			
WCCC - Organise Group Activities		4,200	518	3,682
WCCC - Shop for Group Activities		5,600	550	5,050
WCCC - Clean up after Group Activities		1,050	273	777
WCCC - Face to Face Group Activities		27,617	5,895	21,722
WCCC - Bus Hire Group Activities		6,240	800	5,440
WCCC - Bus Hire Group Social Support		11,400	1,750	9,650
WCCC - Dementia Support Group		550	1,238	-688
WCCC - Administration		14,164	0	14,164
		70,821	11,026	59,795
WCCC Social Support - Group Operating Result		0	2,817	-2,817

WCCC Social Support - Individual				
Revenue 1813				
FACS CCSP funding	State Grants & Subsidies	3,104	0	3,104
DOHA CHSP Individual SS funding	Comm'th Grants & Subsidies	89,305	22,661	66,644
CHSP Group SS Client Contribution	Client Contribution	500	0	500
CHSP Individual SS Client Contribution	Client Contribution	0	0	0
		92,909	22,661	70,248
Operating Expenses 3813				
WCCC - Administration		18,582	317	18,265
WCCC - Organise Group Activities		47,637	3,226	44,411
WCCC - Clean up after Group Activities		26,690	1,849	24,841
		92,909	5,391	87,518
WCCC Social Support - Individual Operating Result		0	17,270	-17,270
Outreach Exercise Program				
Revenue 1814				
FACS R&R Outreach Funding	State Grants & Subsidies	3,548	0	3,548
FACS Client Contribution	Special Group User Fees	0	0	0
		3,548	0	3,548
Operating Expenses 3814				
WCCC - Administration		710	0	710
WCCC - Activities Coordinator		2,838	0	2,838
		3,548	0	3,548
Outreach Exercise Program Operating Result		0	0	0
NDIS				
Revenue 1815				
Services - Full Cost Recovery	Outreach Group User Fees	2,000	158	1,842
		2,000	158	1,842
Operating Expenses 3815				
WCCC - Administration		400	151	249
NDIS		1,600	1,605	-5
		2,000	1,756	244
NDIS Operating Result		0	-1,599	1,599
Community Events				
Revenue 1816				
		0	0	0
		0	0	0
Operating Expenses 3816				
WCCC - Administration		0	0	0
WCCC - Administration		0	59	-59
		0	59	-59
Community Events Operating Result		0	-59	59
WCCC Operating Costs				
Revenue not applicable				
Operating Expenses 3818				
WCCC - operating & admin		-15,465	0	-15,465
WCCC - Data Entry - Alchemy		7,735	2,504	5,231
WCCC - Report Data DEX		0	173	-173
WCCC - Report Data FACS		595	0	595
WCCC - Report Data Transport 4 NSW		2,615	723	1,892

WCCC - Organise Community & Provider Ser	0	0	0
WCCC - Minutes - CC & Staff Meetings	2,700	0	2,700
WCCC - Meetings - CC, Staff, WHS, Adviso	580	186	394
WCCC - Policies, Procedures, Reorts, etc	1,240	0	1,240
	0	3,586	-3,586
WCCC Operating Costs Total	0	-3,586	3,586
WCCC Administration & Overheads			
<u>Revenue</u>	<i>not applicable</i>		
<u>Operating Expenses</u>	<i>3819</i>		
office rental	2,080	160	1,920
WCCC Xmas party Suspense	0	0	0
WCCC - Organise Group Activities	-17,717	4,804	-22,521
WCCC - Staff Training & Development	5,092	2,297	2,795
WCCC - Office Expenses	6,500	707	5,793
WCCC - Volunteer Administration	4,045	365	3,680
	0	8,333	-8,333
WCCC Administration & Overheads Total	0	-8,333	8,333
Meals on Wheels			
<u>Revenue</u>	<i>1830</i>		
user fees & charges	Other User Charges (Sundry)	0	0
FACS CCSP funding	State Grants & Subsidies	3,114	140
DOHA CHSP Meals funding	Comm'th Grants & Subsidies	21,279	5,400
CHSP Meals Client Contribution	Special Group User Fees	3,600	3,588
Services - Full Cost Recovery	Outreach Group User Fees	10,000	360
FACS Client Contribution	Special Group User Fees	0	396
		37,993	9,884
			28,109
<u>Operating Expenses</u>	<i>3830</i>		
MOW Community Group Funding	2,000	182	1,818
WCCC - Administration	19,099	1,128	17,971
MOW - Admin & Planning	1,000	326	674
MOW - Client Assessment	1,700	0	1,700
MOW - Meal Delivery	14,194	3,314	10,880
	37,993	4,949	33,044
Meals on Wheels Operating Result	0	4,934	-4,934
<i>Revenue</i>	309,284	66,182	243,102
<i>Operating Expenses</i>	309,284	48,738	260,546
<i>Operating Result</i>	0	17,444	-17,444



Walcha Council Tourism Advisory Committee Meeting

held on

Wednesday, 1 November 2017

at

10:30am

at

Walcha Council Chambers

PRESENT:

Clr Jennifer Kealey (Chairperson), Patrick Lupica on behalf of Roger Mills (NPWS), Louise Clarke, Jane Morrison, Neil Smith, Vanessa Arundale, Casper Ozinga, Lisa Kirton (Tourism Officer) and Susie Crawford (Tourism Manager).

IN ATTENDANCE:

Dylan Reeves (Director – Engineering Services)

1. APOLOGIES:

Roger Mills (NPWS)

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

MINUTES



Clr Kealey took a moment before the meeting to recognise the services and contributions of the late Doug Laurie, a valued committee member and citizen of the community. Douglas Alexander Campbell Laurie died on 14 September 2017.

2. MINUTES OF THE MEETING HELD ON 14 JUNE 2017:

The Committee **RESOLVED** on the motion of Clarke and Morrison that the minutes of the meeting of the Walcha Council Tourism Advisory Committee held at Walcha Council Chambers, Wednesday 14 June 2017, copies of which were distributed to all members, be taken as read and confirmed a **TRUE** record.

3. BUSINESS ARISING:

3.1 Carson's Lookout – Facilities Upkeep

Carson's Lookout on the Thunderbolts Way, has previously been flagged as a public place that needs some attention. 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. Walcha Council are already communicating with Mid Coast Shire regarding this, it will not be fixed overnight however steps are being taken towards remedying the situation. This topic is to be left on the agenda so we can be kept up to date with the progress of upkeep at Carson's Lookout. This continues to be negotiated.

3.2 Carson's Lookout – Walcha promotional signage

Mid Coast Council was contacted about putting a Walcha Brochure in the glass enclosed display cabinet at Carson's Lookout. A soft copy of the Walcha Brochure and the Casey Stoner Brochure were sent to Chris Dimarco, MidCoast Council. Kirton stopped at Carson's Lookout recently and the Walcha Brochure was displayed in the cabinet.

3.3 Welcome to Walcha Signage

Dylan Reeves (Director – Engineering Services) discussed the options for welcome to Walcha Signage. We discussed:

- LGA Boundary signage
- Town Boundary signage
- Potential signage for the Walcha villages

ACTION: Welcome to Walcha replacement signage within town can progress immediately, those signs can be replaced with the Walcha logo and New England High Country logo. Reeves to liaise with Crawford and Kirton on final signage design.

ACTION: Kirton and Crawford (Walcha Tourism) to draw up a list of attractions near each 'Village' locality for consideration of inclusion on Village signage.

The Committee RECOMMENDED that Reeves (Director – Engineering Services) identify possible sites for the LGA Boundary signage to bring to the next meeting.

The Committee RECOMMENDED that the Arts Advisory Committee come up with a design element and visual representation of the LGA Boundary signage, incorporating the New England High Country brand guide (fonts and colours) and for the design to be distinctly identifiable to Walcha. If possible this will come to the February meeting.



The Committee RECOMMENDED that the Arts Advisory Committee suggest a budget to deliver this signage relative to their concept design.

3.4 Promote Apsley Falls as Accessible

Reeves (Director – Engineering Services) reported that there are no issues with Roads and Maritime Services (RMS) regarding the signage if it is kept with in the standard: National Parks *brown and white signs* and services/amenities *blue and white signs*. RMS only have issues with commercial advertising on the major roads.

ACTION: Reeves (Director – Engineering Services), Kirton and Crawford (Walcha Tourism) and Lupica (NPWS) to liaise between themselves to finalise signage for both Apsley and Tia Falls.

3.5 Proposed 5th Walcha Sculpture Symposium

Several grants have been applied for. We were unsuccessful with:

- Create NSW – Regional Partnerships EOI
- (Regional Arts Fund) RAF NSW 2018 Community Grants

We are yet to hear about:

- Create NSW – Project Funding – Arts & Cultural Projects (Round1), meant to hear in September.
- Australia Council – Arts Projects – Organisations. – lodged 03.10.2017, 12 weeks from this date to hear back.
- Regional Arts NSW Country Arts Support Program (CASP)

3.6 Heritage Near Me – update

Draft Expression of Interest for application to develop community strategic plan for heritage identification and activation is currently being formed this will remain a watching brief, the committee will keep us updated. To be left on agenda for further updates.

4. GENERAL BUSINESS:

4.1 Chinese Market

Louise Clarke reported on the Chinese Tourism Market and on easy ways to access it. “We Chat” is a Chinese version of Facebook that westerners can be members of. Things of interest are anything nature based, wildlife based, agricultural, food based. The Chinese Tourism market to Australia is expected to rise 32% in a year on year basis for the next few years.

- Clarke to meet with Kirton and Crawford to assist with things that the Chinese are interested in.
- UNE and PLC Armidale have quite a few Chinese students; if they were to come to Apsley Falls for example they would naturally post things on We Chat.

Councillor Kealey spoke briefly about the Joint Organisation of Council delegation to China in 2018 and the opportunities that this may present. Louise Clarke to follow up directly with Mayor and General Manager.

4.2 Sculpture Placement at Apsley Falls

The Arts Advisory Committee suggested that the verge or forecourt of the Apsley Falls entrance was a little untidy to consider putting a sculpture at the entry at this stage. It was



agreed that the entry needs updating. It would have to be decided if this was a joint venture with NPWS and Walcha Council or a solo project.

The Committee RECOMMENDED that Reeves (Director – Engineering Services) bring some options of tidying up the entrance to Apsley Falls to the next meeting.

4.3 Nowendoc Village Board

ACTION that Kirton and Crawford (Walcha Tourism) liaise with Sue Lyon and the Nowendoc Community regarding the Nowendoc Village Board sign. It would be great to have the branding consistent with New England High Country. We also have a map that may be of use.

4.4 Service Signage within Town

In regard to service signage (amenities, tourist information and dump-point) the committee support any additional signage required.

The Committee RECOMMENDED that Reeves (Director – Engineering Services) will prepare a full report of the erection of ‘service’ signage to take to Council.

4.5 Nivison Walk

Signage has been changed from Nivison Lookout and Koala Walk to Nivison Walk. There has been extensive clearing out of trees at the walk / lookout and the views are now improved. Smith commented that it was unclear where the walk went when you got there, he wanted to walk eastward towards Oxley Drive and this part of the walk is not well marked.

4.6 Next meeting agenda items

- Sound Trails – Vanessa Arundale
- Ingelba Glamping Experience - Patrick Lupica
- John Oxley Event – update, Kirton / Crawford.

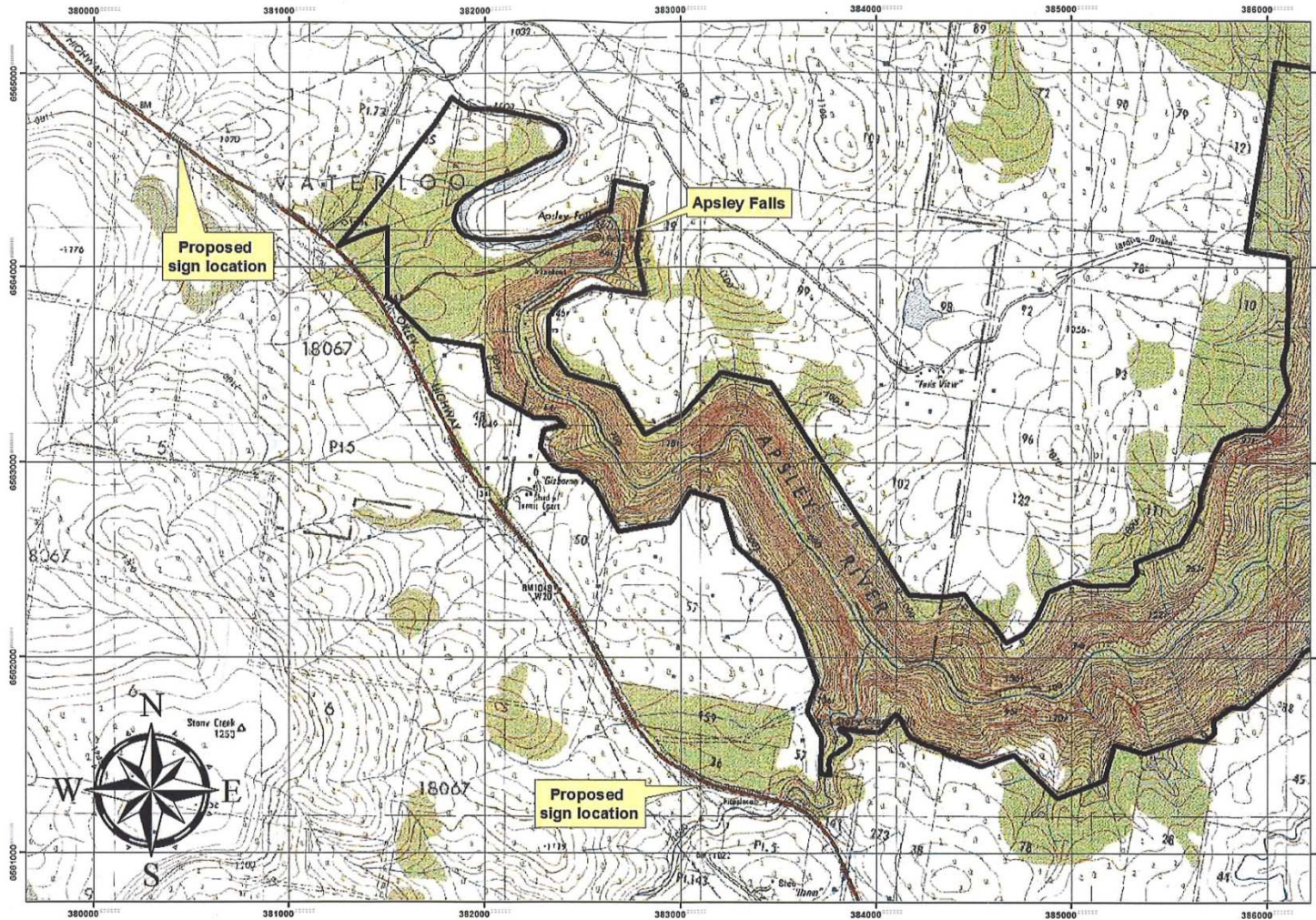
5. NEXT MEETING

Wednesday 21 February 2018 – 10:30am at Walcha Council Chambers

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 12.10pm



Appendix A – Proposed Sign Location Map



21 November 2017

WO/2017/02027



Walcha Council Arts Advisory Committee Meeting

held on

Tuesday 21 November 2017

at

9:30am

at

Walcha Council Chambers

PRESENT:

Clr Jennifer Kealey (Chairperson), Jack O'Hara (General Manager)
Dylan Reeves (Director – Engineering Services), Stephen King and James
Rogers.

1. APOLOGIES:

Carley McLaren, John Heffernan.

MINUTES

2. CONFIRMATION OF MINUTES OF THE MEETING HELD ON TUESDAY, 9 MAY 2017

The Committee **RESOLVED** that the minutes were circulated and agreed they were a true record of the meeting, Moved by Dylan Reeves and Seconded by Jack O’Hara.

3. BUSINESS ARISING

3.1 Star Casino Sculptures – Council Resolution

James Rogers informed the Committee that the Star Casino Project has been postponed by 12 Months.

3.2 Grant Update – Arts Symposium

James Rogers and Stephen King gave an update on the Symposium Application, it was noted that the applications were not successful. Feedback was provided, with James Rogers and Stephen King stating that the applications lacked letters of support and required refinement around the proposed partnerships for the event.

An event for the NERAM (New England Regional Art Museum) volunteers was held recently and was very successful, Stephen King provided lunch for the event and all reports indicated a fantastic day.

Robert Heather (NERAM Director) is working towards having Walcha included in in the New England Region from an arts perspective. This includes the showcasing of Walcha’s artistic culture and trying to attract people to view Walcha’s artworks.

Currently, James Rogers and Stephen King are working on grant funding for an art symposium that is proposed for 2019, this event depends on the outcome of upcoming grant applications.

NERAMble is a garden fundraising event hosted by NERAM, it will be held on March 2018 in Walcha, however the exact location is yet to be determined.

4. GENERAL BUSINESS

4.1 Signage

The committee discussed this item and interpreted this as the requirement for individual artworks within the Open Air Gallery to have a plaque that states

21 November 2017

WO/2017/02027

the name of the artwork and the artist. The committee agrees that with other works in progress, this is not a priority.

4.2 Rubbish Bin Surrounds

James Rogers updated the Committee, stating that he has investigated possible designs and has reported back to Council Staff, Tess Dawson and Stephen Sweeney.

Both Tess Dawson and Stephen Sweeney are concerned about the practical application of these covers and would like their concerns met prior to progressing this item. Dylan Reeves agreed to follow up on this item and report back to the Committee.

4.3 Maintenance of the Collection

The committee has expressed concerns relating to the maintenance of the artwork collection. James Rogers stated that he had concerns for the Marquette that is located outside the Council Chambers. James Rogers agreed to follow this up with Stephen Sweeney and arrange for the artwork to be sand blasted and restored. Dylan Reeves commented on the deteriorating condition of the Clouds and the Moon at the

4.4 Design Element and visual representation of the LGA Boundary Signage, incorporating New England High Country logo and for the design to be distinctively identifiable to Walcha.

Clr Kealey raised an item that had also been raised at a recent Tourism Advisory Committee meeting, LGA Boundary Signage. The Tourism Advisory Committee agreed that the concept of installing LGA boundary signage was important and should be addressed. James Rogers and Stephen King agreed to develop concept ideas for the signage and present options with associated costs to the Arts Advisory Committee. Dylan Reeves has agreed to nominate suitable locations on the Oxley Highway and Thunderbolts Way for the signs to be installed.

4.5 Update on application for bridge over Apsley River – Liquor & Gaming Arts & Cultural Infrastructure Grants.

The Committee sought an update on the application for the Pedestrian Bridge over the Apsley River. Dylan Reeves let the Committee know that the application was not successful.

4.6 Update on Walcha Memorial Cenotaph.

The Committee discussed the project, Jack O'Hara stated that Council is currently seeking funding through a Liquor and Gaming Grant for the project and have not heard how the application is progressing. The Committee will be

21 November 2017

WO/2017/02027

updated on the application and result when more information becomes available. Jack O’Hara stated that Council intends to fund the project if grant funding is not successful.

4.7 Relocating Sculpture – eastern entry to town.

Dylan Reeves gave an update on this item, stating that the RMS will in general support the relocation of the structure. However more detailed information needs to be passed on to the RMS, alongside a Road Occupancy Licence Application in order to successfully relocate the structure. Stephen King and Dylan Reeves made an appointment to inspect the Sculpture and the proposed new location after the meeting.

4.8 Update on investigating “Sculpture in the Mountains” Festival

This event has been changed to the Arts Symposium and is discussed within Item 3.2.

4.9 Relocating Sculpture “Figure in the Landscape”, by John Petrie, to a new position in Semphill Park.

A letter from Council has been sent to Joanne Wicks stating that the Committee considers that the relocation of this sculpture is not a high priority and will not be addressed in the short term.

4.10 Grant Opportunities

Refer to Item 3.2 & 4.6

4.11 McHattan Park Entry Seat

The McHattan Park Entry seat is now complete and was successfully installed. The Committee wanted to express thanks to James Rogers and Council Staff for the commitment to this project and for completing it on a modest budget.

4.14 Apsley Falls Entrance – Possible Sculpture

Clr Kealey noted that this item was raised within the Tourism Advisory Committee and is an Item for Director – Engineering Services to follow up on and report back to both Committees. The entrance requires rehabilitation works prior to the placement of a sculpture.

NEXT MEETING: Tuesday 6 February 2018 at 9:30am

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



Item 11:

Delegate Reports

Submitted to Council: 29 November 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 TUESDAY, 22 AUGUST 2017 COMMENCING AT 8:55AM

PRESENT: Councillor M. Dusting (Chair), 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 20 JUNE 2017

35/17 RESOLVED on the motion of Councillors Tiley and Kermode that the Minutes of the Ordinary Meeting of the New England Tablelands (Noxious Plants) County Council held on 20 June 2017, copies of which have been distributed to all members, are taken as read and confirmed a true record.

MATTERS ARISING FROM THE MINUTES OF THE ORDINARY MEETING HELD ON WEDNESDAY 20 JUNE 2017

There were no matters arising

CHAIRPERSON'S REPORT

The Chair advised of the following:

- Reported on the July 2017 meeting of the Organizing Committee for the 19th NSW State Weeds Conference to be held in Armidale from the 16 -19 October 2017, advising that the program and field trips have been finalised, with many renowned speakers. A feature of the conference will be the debate on the topic of “*A landholder biosecurity duty is the best approach to managing established weeds*”. Sponsorship targets are on track with budget expectations. Registrations for the conference are now open with special rates for “early bird” registrations. Councillors have been registered for the conference. The conference website is <http://conferencecompany.com.au/weedsconference/>. The next meeting of the Committee will be held on 28 August 2017.
- Advised that the Minister for Primary Industries, the Hon Niall Blair has recently approved of the Northern Tablelands Regional Strategic Weed Management Plan 2017 -2022 and tabled a copy of the Plan at the Council meeting.
- Advised of recent discussions with the General Manager following his meeting with officers of the Audit Office of NSW in Armidale on 31 July 2017 and referred to the report in the Business Paper on the good financial result for Council as evidenced in the Financial Statements for 2016/2017.

MINUTES OF THE ORDINARY MEETING OF THE NEW ENGLAND TABLELANDS (NOXIOUS PLANTS) COUNTY COUNCIL HELD IN THE ARMIDALE OFFICE, 129 RUSDEN STREET, ARMIDALE ON TUESDAY, 22 AUGUST 2017 COMMENCING AT 8:55AM

Thanked staff for their ongoing commitment to Council and its endeavours in weed management and control.

GENERAL MANAGER'S REPORT

1. ORGANISATIONAL MATTERS (ITEM 7.1)

INVESTED FUNDS REPORT (ITEM 7.1.1)

36/17 RESOLVED on the motion of Councillors Tiley and Kermode that:

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

PECUNIARY INTEREST RETURNS (ITEM 7.1.2)

37/17 RESOLVED on the motion of Councillors Tiley and Kermode that Council formally records that the Ordinary Returns of Pecuniary Interest required to be submitted by Councillors and the General Manager, for the period 1 July 2016 to 30 June 2017 have been submitted as required and have been tabled in accordance with the provisions of Section 450A of the Local Government Act, 1993.

NEW ENGLAND WEEDS AUTHORITY COMPLIANCE AND ENFORCEMENT POLICY (ITEM 7.1.3)

38/17 RESOLVED on the motion of Councillors Kermode and Tiley that Council adopt the New England Weeds Authority, Compliance and Enforcement Policy 03/17, as attached to the report.

NSW WEEDS ACTION PROGRAM 2015-2020 AMENDED GUIDELINES-COUNCILS LEAD ORGANISATION ROLE (ITEM 7.1.4)

39/17 RESOLVED on the motion of Councillors Kermode and Tiley that the report on the implications for Council as the lead organisation for the North West and Northern Tablelands Local Land Services, Weeds Action Programs 2015-2020 be received and noted.

ANNUAL FINANCIAL STATEMENTS 2016/2017 (ITEM 7.1.5)

40/17 RESOLVED on the motion of Councillors Tiley and Kermode that:

1. The report on the Annual Financial Statements as at 30 June 2017 be received and 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 TUESDAY, 22 AUGUST 2017 COMMENCING AT 8:55AM

2. The signing of the certificate under Section 413(2) (c) of the Local Government Act 1993, as detailed in the attachment to the report, by the Chairperson, Deputy Chairperson and the General Manager/Responsible Accounting Officer be endorsed.

2. WEED CONTROL MATTERS (ITEM 7.1.2)

2017/2018 WEEDS ACTION PLAN (ITEM 7.1.2)

41/17 RESOLVED on the motion of Councillors Kermode and Tiley that the report on the 2017/2018 Weeds Action Program be received and noted.

MATTERS OF URGENCY

1. GENERAL MANAGER'S ANNUAL PERFORMANCE REVIEW

The Chair, Councillor M Dusting advised of the General Manager's Annual Performance Review, which was conducted with all Councillors present prior to the commencement of the Council meeting.

Further information was provided on the endorsement of the General Manager's Performance Agreement for 2017/18 based on the Annual Operational Plan of Council and in accordance with the General Manager's Contract of Employment.

42/17 RESOLVED on the motion of Councillors Kermode and Tiley that Council:

1. Note the more than above satisfactory performance of the General Manager, Mr W. Deer following the performance review undertaken on the 22nd August 2017.
2. Endorse the Performance Agreement 2017/18 as presented at the General Manager's performance review.

NEXT MEETING:

The next meeting will be held on Tuesday, 24th October 2017 at 8:30 am.

THERE BEING NO FURTHER BUSINESS THE CHAIR DECLARED THE MEETING CLOSED AT 9:41 AM.



Country Mayors Association of NEW SOUTH WALES

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

AGM MINUTES

ANNUAL GENERAL MEETING

FRIDAY, 3 NOVEMBER 2017, JUBILEE ROOM, PARLIAMENT HOUSE, SYDNEY

The meeting opened at 9.02 a.m.

1. ATTENDANCE:

Albury City Council, Mr Frank Zaknich, General Manager
Armidale Regional Council, Cr Simon Murray, Mayor
Armidale Regional Council, Mr Peter Dennis, CEO
Bathurst Regional Council, Cr Graeme Hanger, Mayor
Bathurst Regional Council, Mr David Sherley, General Manager
Bega Valley Shire Council, Cr Kristy McBain, Mayor
Bega Valley Shire Council, Ms Leanne Barnes, General Manager
Bellingen Shire Council, Cr Dominic King, Mayor
Bland Shire Council, Cr Tony Lord, Mayor
Broken Hill City Council, Cr Darriea Turley, Mayor
Carrathool Shire Council, Cr Peter Laird, Mayor
Carrathool Shire Council, Ms Joanne Treacy, General Manager
Coffs Harbour City Council, Cr Denise Knight, Mayor
Coonamble Shire Council, Cr Michael Webb, Mayor
Dubbo Regional Council, Cr Ben Shields, Mayor
Dubbo Regional Council, Mr Mark Riley, General Manager
Dungog Shire Council, Cr Tracey Norman, Mayor
Federation Council, Cr Patrick Bourke, Mayor
Federation Council, Mr Peter Gall, Acting General Manager
Forbes Shire Council, Cr Graeme Miller, Mayor
Forbes Shire Council, Mr Max Kershaw, Acting General Manager
Gilgandra Shire Council, Cr Doug Batten, Mayor
Gilgandra Shire Council, Mr David Neeves, General Manager
Glen Innes Shire Council, Cr Steve Toms, Mayor
Goulburn Mulwaree Council, Cr Bob Kirk, Mayor
Goulburn Mulwaree Council, Mr Warrick Bennett, General Manager
Gunnedah Shire Council, Cr Jamie Chaffey, Mayor
Gunnedah Shire Council, Mr Eric Groth, General Manager
Gwydir Shire Council, Cr John Coulton, Mayor
Gwydir Shire Council, Mr Max Eastcott, General Manager
Inverell Shire Council, Cr Paul Harmon, Mayor
Kempsey Shire Council, Cr Liz Campbell, Mayor

Kempsey Shire Council, Mr Daryl Hagger, Acting General Manager
Leeton Shire Council, Cr Paul Maytom , Mayor
Leeton Shire Council, Ms Jackie Kruger, General Manager
Lithgow City Council, Cr Stephen Lesslie, Mayor
Mid-Western/Mudgee Regional Council, Mr Brad Cam, General Manager
Moree Plains Shire Council, Cr Katrina Humphries, Mayor
Moree Plains Shire Council, Ms Libby Carter, Acting General Manager
Murray River Council, Cr Christopher Bilkey, Mayor
Murray River Council, Mr Des Bilske, General Manager
Murrumbidgee Council, Mr Craig Moffitt, General Manager
Narrabri Shire Council, Cr Catherine Redding, Mayor
Narrandera Shire Council, Cr Neville Kschenka, Mayor
Narrandera Shire Council, Mr George Cowan, General Manager
Narromine Shire Council, Cr Craig Davies, Mayor
Oberon Shire Council, Cr Kathy Sajowitz, Mayor
Oberon Shire Council, Mr Garry Wallace, General Manager
Parkes Shire Council, Cr Ken Keith, Mayor
Parkes Shire Council, Mr Kent Boyd, General Manager
Queanbeyan-Palerang Regional Council, Mr Tim Overall, Administrator
Shellharbour City Council, Cr John Murray
Shoalhaven City Council, Cr Amanda Findley, Mayor
Shoalhaven City Council, Mr Russell Pigg, General Manager
Singleton Council, Cr Sue Moore, Mayor
Snowy Monaro Regional Council, Cr John Rooney, Mayor
Snowy Monaro Regional Council, Mr Peter Cannizzaro, Acting General Manager
Snowy Valleys Council, Cr James Hayes, Mayor
Tamworth Regional Council, Cr Col Murray, Mayor
Tamworth Regional Council, Mr Paul Bennett, General Manager
Temora Shire Council, Cr Rick Firman, Mayor
Temora Shire Council, Mr Gary Lavelle, General Manager
Tenterfield Shire Council, Cr Peter Petty, Mayor
Upper Lachlan Shire Council, Cr Brian McCormack, Mayor
Upper Lachlan Shire Council, Mr John Bell, General Manager
Uralla Shire Council, Cr Michael Pearce, Mayor
Wagga Wagga City Council, Cr Greg Conkey, Mayor
Wagga Wagga City Council, Mr James Bolton, General Manager
Walcha Council, Cr Eric Noakes, Mayor
Walcha Council, Mr Jack O'Hara, General Manager
Warren Shire Council, Cr Rex Wilson, Mayor
Warren Shire Council, Mr Glen Wilcox, General Manager
Warrumbungle Shire Council, Ms Leeanne Ryan, Acting General Manager
Yass Valley Council, Mr David Rowe, General Manager
LGNSW, Cr Lindsay Brown, Vice President
Australian Stock and Property, Mr Steve Loane

APOLOGIES:

As read

2. ADOPTION OF MINUTES OF PREVIOUS MEETING:

RESOLVED that the minutes of the Annual General Meeting held on 4 November 2016 be accepted as a true and accurate record (Tenterfield Shire Council / Coonamble Shire Council).

3. Chairman's Report

RESOLVED That the Chairman's report be received and noted (Moree Plains Shire Council / Uralla Shire Council)

4. FINANCIAL REPORT

RESOLVED That the financial reports for the 2016/17 year as tabled be accepted (Leeton Shire Council / Parkes Shire Council)

5. Election of Office Bearers

5.1 Returning Officer

RESOLVED That the returning Officer for the conduct of the elections be Mr Allan Burgess (Temora Shire Council / Singleton Council)

The Chairperson Cr Katrina Humphries Vacated the chair

5.2 Chairman

The Returning Officer advised that he had received only one nominations in writing. Cr Katrina Humphries, Mayor, Moree Plains Shire Council, was nominated by Narrabri Shire Council and Lithgow CityCouncil. The Returning Officer called for any further nominations for the position of Chairperson. No other nominations were received. As there was only one nomination the Returning Officer declared Cr Katrina Humphries elected Chairperson for the 2018/19 year

5.5 Vice Chairman

The Returning Officer advised that he had received one nomination in writing. Cr Michael Pearce, Mayor, Uralla Shire Council was nominated by Moree Plains Shire Council and Narrabri Shire Council. The Returning Officer called for any further nominations for the position of Vice Chairperson. No other nominations were received. As there was only one nomination the Returning Officer declared Cr Michael Pearce elected Vice Chairman for the 2018/19 year.

5.4 Executive

Nominations for the six positions on the Executive were called for. Nominations were received for Cr Kirsty McBain, Bega Valley Shire Council, Cr John Seymour, Coolamon Shire Council, Cr Jamie Chaffey, Gunnedah Shire Council, Cr Liz Campbell, Kempsey Shire Council, Cr Catherine Redding, Narrabri Shire Council, Cr Kathy Sajowitz, Oberon Council and Cr Peter Petty, Tenterfield Shire Council. As there were more nominations than positions an election was required

RESOLVED That the election be by Ordinary Ballot (Temora Shire Council / Inverell Shire Council)

As a result of the ballot the following delegates were elected to the executive for the 2018/19 year

- Cr Kirsty McBain, Bega Valley Shire Council
- Cr Jamie Chaffey, Gunnedah Shire Council
- Cr Liz Campbell, Kempsey Shire Council
- Cr Catherine Redding, Narrabri Shire Council
- Cr Kathy Sajowitz, Oberon Council
- Cr Peter Petty, Tenterfield Shire Council.

The Chairperson Cr Katrina Humphries resumed the chairpersonship

6. Secretary/Public Officer

RESOLVED That Mr Lester Rodgers General Manager, Moree Plains Shire Council, be appointed Secretary/Public Officer (Oberon Council / Uralla Shire Council)

7. SETTING OF ANNUAL MEMBERSHIP FEES

RESOLVED That the fees for the 2017/18 year remain at \$750 for Councils with a population of 10,000 and over, and Councils with a population of less than 10,000 paying 75% \$562.50 (Upper Lachlan Shire Council / Gunnedah Shire Council)

8. Secretariat

RESOLVED That Allan Burgess trading as Alkanat Consulting be appointed the Secretariat (Gilgandra Shire Council / Narrabri Shire Council)

9. Meeting dates for 2018

RESOLVED that the meeting dates for 2018 be 2 March, 1 June, 3 August and 2 November (Parkes Shire Council / Temora Shire Council)

There being no further business the meeting closed at 9.35 am.

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



Country Mayors Association of NEW SOUTH WALES

Chairperson: Cr Katrina Humphries
PO Box 420 Moree NSW 2400
02 6757 3222
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MINUTES

GENERAL MEETING

FRIDAY, 3 NOVEMBER 2017 JUBILEE ROOM, PARLIAMENT HOUSE, SYDNEY

The meeting opened at 9.35 a.m.

1. ATTENDANCE:

Albury City Council, Mr Frank Zaknich, General Manager
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Bathurst Regional Council, Mr David Sherley, General Manager
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Bland Shire Council, Cr Tony Lord, Mayor
Broken Hill City Council, Cr Darriea Turley, Mayor
Carrathool Shire Council, Cr Peter Laird, Mayor
Carrathool Shire Council, Ms Joanne Treacy, General Manager
Coffs Harbour City Council, Cr Denise Knight, Mayor
Coonamble Shire Council, Cr Michael Webb, Mayor
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Dubbo Regional Council, Mr Mark Riley, General Manager
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Forbes Shire Council, Mr Max Kershaw, Acting General Manager
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Goulburn Mulwaree Council, Cr Bob Kirk, Mayor
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Queanbeyan-Palerang Regional Council, Mr Tim Overall, Administrator
Shellharbour City Council, Cr John Murray
Shoalhaven City Council, Cr Amanda Findley, Mayor
Shoalhaven City Council, Mr Russell Pigg, General Manager
Singleton Council, Cr Sue Moore, Mayor
Snowy Monaro Regional Council, Cr John Rooney, Mayor
Snowy Monaro Regional Council, Mr Peter Cannizzaro, Acting General Manager
Snowy Valleys Council, Cr James Hayes, Mayor
Tamworth Regional Council, Cr Col Murray, Mayor
Tamworth Regional Council, Mr Paul Bennett, General Manager
Temora Shire Council, Cr Rick Firman, Mayor
Temora Shire Council, Mr Gary Lavelle, General Manager
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Uralla Shire Council, Cr Michael Pearce, Mayor
Wagga Wagga City Council, Cr Greg Conkey, Mayor
Wagga Wagga City Council, Mr James Bolton, General Manager
Walcha Council, Cr Eric Noakes, Mayor
Walcha Council, Mr Jack O'Hara, General Manager
Warren Shire Council, Cr Rex Wilson, Mayor
Warren Shire Council, Mr Glen Wilcox, General Manager
Warrumbungle Shire Council, Ms Leeanne Ryan, Acting General Manager
Yass Valley Council, Mr David Rowe, General Manager
LGNSW, Cr Lindsay Brown, Vice President
Australian Stock and Property, Mr Steve Loane

APOLOGIES:

As submitted

SPECIAL GUESTS:

- Hon John Barilaro MP, Deputy Premier, Minister for Regional NSW, Minister for Skills and Minister for Small Business
- Hon Melinda Pavey MP, Minister for Roads and Maritime and Freight

- A Team from The Auditor Generals Office - Margaret Crawford, Auditor-General of NSW, Rod Longford, Principal Analyst Performance Audit, Caroline Karakatsanis-Director, Financial Audit
- Commissioner Mark Smethurst, NSW State Emergency Service

2. ADOPTION OF MINUTES OF PREVIOUS MEETING:

RESOLVED that the minutes of the General Meeting held on 11 August 2017 be accepted as a true and accurate record (Uralla Shire Council / Gilgandra Shire Council).

3. Matters Arising from the Minutes

NIL

4. Hon John Barilaro MP, Deputy Premier, Minister for Regional NSW, Minister for Skills and Minister for Small Business

Wants to settle down the relationship between the State Government and Local Government and have a vibrant stronger sector in Local Government. A new funding formula is required which will require a change in the constitution. The State Government is investing heavily in infrastructure with \$73 billion over 4 years. Business confidence is at an all time high. Hospitals are recipients of major funding, as is safe and secure water which has been allocated over \$500 million. Councils re identifying projects under the Regional Growth Funds Social Amenities. Everybody shares not just the larger regional centres. \$50 million has been allocated to Councils affected by mining and a further \$50 million is being spent on telco blackspots. There will be an announcement shortly on Joint Organisational Structures allowing Councils voluntary membership as well as associate membership of an organization if they are a full member of another Joint Organisation Structure

5. Hon Melinda Pavey MP, Minister for Roads and Maritime and Freight

The relationship between the RMS and Local Government can be improved. It needs to work more corroboratory with local government to get work done. There will be an announcement at the end of November. 65% of increase in road funds goes to regional areas. The State Government is concentrating on east/west road improvements as well as the traditional major highways

6. A Team from The Auditor Generals Office - Margaret Crawford, Auditor-General of NSW, Rod Longford, Principal Analyst Performance Audit, Caroline Karakatsanis- Director, Financial Audit

Margaret has been Auditor General for 18 months and has worked in all three levels of Government. Her term of appointment is 8 years from 1 October 2016 and she reports directly to the Parliament of NSW. The Audit Office undertakes financial and performance audits as well as special reviews and compliance engagements. The Auditor General does not comment on the merits of council or government policy or develop policy or guidelines for state or local government agencies. Its local government mandate is to financial audit NSW councils, perform performance audits and to report to parliament on the results of the audits. This will provide greater consistency in financial reporting and auditing, value assets, and have an increased focus on IT controls. The performance audits will examine efficiency, effectiveness, economy and compliance and will be funded by the NSW Government

7. Commissioner Mark Smethurst, NSW State Emergency Service

The current emphasis is to go from the old vision to the new vision. The old vision had 17 regions, antiquated training, individual budgets, and a short sighted approach. There is now an organizational transformation, individual management model, program budget approach and a training overhaul. Currently there are 8,300 volunteers with 200 staff. The SES is working towards 20,000 volunteers to include corporate volunteers, spontaneous volunteers and community volunteers. The SES state headquarters has enhanced operational surge capacity, operational improvement (radio replacement, improved warning systems etc) with opportunities of command and control review, greater cooperation between councils, SES, RFS and less duplication, community engagement and a flood data access program

8. Membership

RESOLVED That Narrandera Shire Council and Narromine Shire Council be admitted as members of the Association (Inverell Shire Council / Uralla Shire Council)

9. CORRESPONDENCE

Outward

- (a) Local Government NSW regarding the distribution of Local Government Procurements management fee income
- (b) Local Government Procurement regarding the distribution of Local Government Procurements management fee income
- (c) Shellharbour City Council advising that the Council has been admitted as a member of the Association
- (d) The Hon Troy Grant MP, Minister for Police and Minister for Emergency Services thanking him for his presentation to the 11 August meeting
- (e) Mr Richard Colbran, Chief Executive Officer, NSW rural Doctors Network thanking him for his presentation to the 11 August meeting
- (f) Mr Duncan Taylor, Chief Executive Officer, Country Universities Centre thanking him for his presentation to the 11 August meeting
- (g) The Hon Adam Marshall MP, Minister for Tourism and Major Events and Assistant Minister for Skills thanking him for his presentation to the 11 August meeting
- (h) Local Government NSW expressing disappointment that this years conference dinner is scheduled to be held on the last night of the conference
- (i) The Hon Brad Hazzard MP, Minister for Health and Minister for Medical Research expressing concern of a perceived trend towards the downgrading of services in regional hospitals

NOTED

10. FINANCIAL REPORT

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

11. General Business

(a) Minister for Local Government

RESOLVED That the Premier be requested to recognize Local Government through the appointment of a Minister for Local Government that only has Local Government responsibilities (Yass Valley Council / Singleton Council)

(b) National Parks and Wildlife

RESOLVED That the Association write to the Minister for Regional New South Wales outlining the unnecessary practice of the NPWS to purchase whole properties of large productive lands that contains some ecologically important land considered for purchase and the Minister be asked to reinforce the Upper House Enquiry into the use of Productive Land and the issue of buyer security offsets of mining land (Carrathool Shire Council / Tenterfield Shire Council)

(c) Truck Washes

RESOLVED That the Country Mayors Association of NSW requests the State Government to provide additional funding to fund Truck wash facilities around the State of NSW that will allow these much needed developments to occur in the best interest of bio-security, the environment and traffic safety (Goulburn Mulwaree Council / Yass Valley Council)

(d) Red Gum Forestry Industry

That NSW Country Mayors Association lobby the State and Federal Governments to make the legislative and regulatory amendments as are necessary to enable the re-establishment of a sustainable red gum forestry industry in the recently proclaimed National Park forests especially in the Murray River Council and adjacent Council areas. (Murray River Council / Carrathool Shire Council)

(e) Recycling

RESOLVED That the Association seek urgent advice from the Minister for Local Government to the suggested emerging market crisis for the recycling industry that China is not an option for buying recycled products and the issues for NSW (Singleton Council / Gilgandra Shire Council)

(f) Transport Strategy 2056

RESOLVED That the Association request the Minister for Transport and Infrastructure to extend to February 18 2018 the closing date for the Transport Strategy 2056 as there has been minimal consultation and there is a need for input from associated plans such as the Ports Plan and Tourism Plan (Yass Valley Council / Parkes Shire Council)

(g) FAG Grants

Lithgow City Council would like listed at the next meeting the reduction in the per capita component of the grant being reduced from 30% to 14%

(h) Forestry Corp Unrateable Land

A meeting of rural mayors are meeting in collaboration with LGNSW with the State Government this afternoon Oberon Shire Council will report back to the next meeting

There being no further business the meeting closed at 12.50pm

Cr Katrina Humphries

Chair – Country Mayor's Association of NSW