



BUSINESS PAPER
ORDINARY MEETING OF COUNCIL

To be held on

Wednesday, 28 October 2015
2:00pm

at

Walcha Council Chambers

Members:

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

Quorum – 5 Members to be Present

WO/2015/01986

AGENDA

Submitted to Council: 28 October 2015

..... General Manager Mayor



Dear Mayor and Councillors

You are requested to attend the Ordinary Meeting of the Walcha Council to be held in the Council Chambers, Hamilton Street, Walcha on **Wednesday, 28 October 2015** commencing at **2:00pm**.

Yours sincerely

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

Jack O'Hara
GENERAL MANAGER

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9. Management Review Report
WO/2015/01959

Submitted to Council: 28 October 2015

..... General Manager Mayor



10. Committee Reports

- 10.1 Minutes of the Walcha Preschool Advisory Committee Meeting held on Tuesday, 13 October 2015 at the Walcha Preschool WO/2015/01962

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- 11.1 Minutes of the New England Public Libraries Annual Meeting held at South West Rocks on Tuesday, 10 September 2015. WO/2015/01990
- 11.2 Minutes of Namoi Councils Joint Organisation Meeting held on Thursday, 1 October 2015 at Moree Plains Shire Council Chambers WI/2015/06493

12. Committee of the Whole

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

Resolution to move into Open Council.

Resolution to adopt Committee of the Whole Report and Recommendations.

Submitted to Council: 28 October 2015

..... General Manager Mayor



Present:

Apologies:

Confirmation of the Extra Ordinary Meeting Minutes held on Wednesday, 30 September 2015:

Confirmation of the Ordinary Meeting Minutes held on Wednesday, 30 September 2015:

Matters arising from the Extra Ordinary Meeting held on Wednesday, 30 September 2015:

Matters arising from the Ordinary Meeting held on Wednesday, 30 September 2015:

Submitted to Council: 28 October 2015

..... General Manager Mayor



EXTRA ORDINARY MEETING OF COUNCIL

held on

Wednesday, 30 September 2015

at

2:25pm

at

Walcha Council Chambers

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

IN ATTENDANCE: Mr JG O'Hara, General Manager, and Mrs LJ Latham, Environmental Services Manager.

1. APOLOGIES:

Nil.

MINUTES



2. MAYORAL REPORT

WO/2015/01851

Opening this Extra Ordinary Meeting of Walcha Council today I know brings a sense of uncertainty for our future. The coming year will be the year that defines Walcha Council's future and indeed the future of Local Government in NSW. What we have known will certainly not continue to be, however, as a council we can be assured that we have done our very best to maintain independence for our community. Our efforts over the last 3 years with the NSW Independent Local Government Panel review process, progressing to Fit for the Future had to be our focus and much of Council's time had to be spent working through and completing our final submission to meet the 30 June deadline. The well attended Public Meeting held in May clearly confirmed that our community support Walcha remaining an autonomous Council, continues membership with Namoi Councils and becomes an associate member of a New England Joint Organisation. We have followed the mandate from our community and I am optimistic that Walcha Council will be here for many years to come.

Local Government reform clearly sees the implementation of Joint Organisations as a way forward and Namoi Councils was selected to become a part of the Pilot Joint Organisation program which commenced in January this year. With 2 new members, Moree and Gwydir Councils and Uralla Council electing to become an associate member, much has been achieved by the Pilot JO with a focus being on strategic regional planning, inter-governmental relationships, resource and information sharing and professional exchange between member councils. Namoi Councils has been very aware of not forming a fourth tier of government and this organisation has, and will continue, to offer capacity and strength to Walcha Council. I see our membership as an important facet of our future.

Interesting times prevail not just at a Local Government level but at State and Federal levels also. The State elections held in March this year saw Walcha move from the electorate of the Northern Tablelands to Tamworth. This has happened a number of times over many years and geographically Walcha can sit comfortably in either electorate. Walcha Council has established a sound working relationship with our new State Member, Kevin Anderson and also acknowledge and thank the member for Northern Tablelands, Adam Marshall for his professional commitment and friendship to this Council since his election in 2013. At a National level with the recent change of Prime Minister comes speculation as to when the next Federal Election will be called and this has the potential to affect the timing of the Local Government elections due in September 2016. Although the Minister for Local Government has stated that the Local Government election date will not change if a Federal election is called near September 2016, then the Local Government elections will certainly be moved.



The continued dry weather through last summer was distressing and costly to our whole community. The Water Yield Study conducted in conjunction with assistance from the Office of Water has given Walcha Council valuable information to implement strategies to secure the future of the Walcha water supply. The Yield Study shows that we need to double the current off creek storage capacity and the automation of the Water Treatment Works will bring substantial financial gains to our water costs overall. Extra funding is going to be required in addition to the significant grant of \$600,000 already received to implement these strategies and further grant submissions are currently being finalised.

The result of the Timber Bridge Assessment program has identified 31 bridges for replacement or rehabilitation across the Walcha shire. This assessment was necessary to commence the implementation of the Livestock Loading Scheme. There are 7 bridges to be rehabilitated and these will be back to full load capacity within 12 months. There are also 13 bridges that require renewal and construction of 5 of these will commence early 2016. As Council was to embark on our biggest works program ever this year, it is frustrating this schedule will now have to be disrupted; however the bridge work is paramount and must take priority.

The past year has seen highs and lows significant to me personally and professionally to Council and the community. The passing of Shirley Davison OAM was felt greatly as she was a hardworking and highly respected representative of the Walcha Community. Councillor Bill Heazlett being awarded Life Membership to the NSW Libraries Association is well deserved and reflects Bills valued input and dedication. The retirement of the Director - Environment Services Gerry Moran and the resignation of the Director - Engineering Services, Matt Fanning brings significant changes within the ranks of Council. Mr Moran began with Walcha Council in 1998 and served in Local Government for over 35 years and I wish both he and his wife Mary all the very best for their retirement.

Council has pledged support to The Wild Rivers International Hill Climb and the Apsley River Dam, two very different projects that have potential to boost employment and tourism to Walcha and indeed they would provide regional and state economic growth. Council will continue to knock on doors to advance the Apsley River Dam project realising that at some point we will need to pass the reins over as the complexities of the planning, economic viability and environmental impact will need professional input. The project promises water security and electricity, 2 vital commodities and for this reason it is in the top 10 Namoi Councils Regional Infrastructure Priorities list.

Walcha is a “can do” community and it is this attitude, this pride and this spirit that gives Walcha such a strong sense of community. Events such as the Farmers Markets, our annual Show and Races, Breakfast in the Park, Campdraft and Rodeo,



Mountain Bike Festival, Open Gardens, the inaugural Opera at Langford, all just some of what our little rural town can produce. And at the heart of this community sits Council.

I thank the General Manager, Jack O'Hara, Environmental Services Manager, Lacey Latham and all Walcha Council staff for the support and friendship I have received over the last 12 months. Also thank you to all Councillors who have offered support to me in the role of Mayor and for the dedication and regard you have for the position you hold. It has been an absolute honour to serve Walcha as Mayor for the last 3 years and I am grateful for the opportunity to do so.

Janelle Archdale
Mayor

33 **RESOLVED** on the Motion of Councillors Levingston and Heazlett that the Mayoral Minute be **NOTED** by Council.

3. SENIOR OFFICERS' REPORTS:

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

3.1 Election of Mayor & Deputy Mayor

WO/2015/01764

35 **RESOLVED** on the Motion of Councillors Heazlett and Levingston that in the event there is more than one Councillor nominated for each of the positions of Mayor or Deputy Mayor, then the method of election to determine the position(s) be by Ordinary Ballot **FURTHER THAT** the Returning Officer destroy all documentation following such elections.

a) Election of Mayor

The Mayor then vacated the Chair and the Returning Officer, General Manager, then called for nominations for the position of Mayor. On receiving only one nomination that of Councillor JM Archdale, the Returning Officer, declared Councillor Archdale elected Mayor for the ensuing period unopposed.

b) Election of Deputy Mayor

The Returning Officer then called for nominations for the position of Deputy Mayor. On receiving two nominations, one from Councillor Schmutter and one from Councillor Lyon, conducted an Ordinary Ballot and subsequently, the Returning Officer declared Councillor Schmutter elected Deputy Mayor for the ensuing period.



DELEGATIONS OF AUTHORITY

Section 377 of the Local Government Act, 1993 provides the authority for Council to delegate its powers. It provides that Council may, by resolution, delegate to the General Manager or any other person or body (excluding another employee of Council) certain of its functions.

Subsequent to those changes, the following authorities are now delegated to the Mayor.

TO THE MAYOR:

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

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

In the absence of the Mayor, Councillor Archdale, these powers are delegated to the Deputy Mayor, Councillor Schmutter, **EXCEPT** for Clause 7.

TO THE DEPUTY MAYOR:

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



1. During periods of absence of the Mayor, Councillor Archdale, the Delegations made to Councillor Archdale shall be deemed to be made to the Deputy Mayor, Councillor Schmutter, **EXCEPT** for Clause 7.

36 **RESOLVED** on the Motion of Councillors Heazlett and Ferrier that, in accordance with the Local Government Act, 1993, the Delegations of Authority listed above be made to the Mayor, Councillor Archdale and the Deputy Mayor, Councillor Schmutter, respectively.

Councillor Archdale, Mayor of Walcha, took the Chair.

3.2 Committees and Delegates Membership

WO/2014/01680

37 **RESOLVED** on the Motion of Councillors Levingston and Ferrier that if more than one person expressed an interest in the Committees then Council would hold a Secret Ballot to elect the Delegate to that Committee.

38 **RESOLVED** on the Motion of Councillors Heazlett and Ferrier that the list of Delegates, listed below, be **ADOPTED** for the ensuing twelve months, with the exception of the New England Weeds Authority which is for a four year period:

New England Tablelands (Noxious Plants) County Council – trading as New England Weeds Authority (NEWA)

Organisations: Uralla Shire Council, Guyra Shire Council, Armidale Dumaresq Council and Walcha Council

Purpose: Special Purpose County Council set up for the control of noxious plants.

Delegate – Clr M J Woods (4 year term – due September 2016)

Namoi Councils

Organisations: Namoi CMA, Gunnedah Shire Council, Tamworth Regional Council, Liverpool Plains Shire Council, Narrabri Shire Council, Walcha Council

Purpose: To provide strong local government leadership, to work co-operatively for the benefit of the Namoi region, and effectively advocate on agreed regional positions and priorities.

Delegate – Mayor – Clr JM Archdale

Alternate Delegate – Deputy Mayor – Clr SJ Schmutter

Representative – General Manager – Jack O’Hara



Mid North Weight of Loads Group

Organisations: Armidale Dumaresq Council, Bellingen Shire Council, Coffs Harbour City Council, Dungog Shire Council, Gloucester Shire Council, Great Lakes Council, Greater Taree Council, Kempsey Shire Council, Liverpool Plains Council, Port Macquarie Hastings Council, Tamworth Regional Council, Upper Hunter Council, Uralla Shire Council, Walcha Council.

Purpose: The Group was established in 1986 for the purpose of minimising pavement damage caused by overloaded trucks.

Delegate – Clr L Levingston
Alt Delegate – Clr CM Lyon
Representative – Director – Engineering Services - TBA

Country Libraries Association of NSW – North Eastern Zone

Organisations: The Group represents libraries from Tweed Heads to Forster across to Gunnedah and up to Tenterfield
Delegate – Clr WJ Heazlett
Library Officer Delegate – DM Garrad – Librarian

Central Northern Libraries Committee

Organisations: Tamworth Regional Council, Uralla Shire Council Walcha Council, Liverpool Plains Council, Narrabri Shire Council

Purpose: To monitor and negotiate the provision of library services through the Central Northern Libraries

Delegate – Clr WJ Heazlett

Local Traffic Committee and Council Advisory Committee

Organisations: Roads and Traffic Authority, Police, Walcha Council.

Purpose: To advise Council on local traffic matters.

Representative – Director – Engineering Services

Local Emergency Management Committee (LEMC)

Organisations: Police, State Emergency Service, Rural Fire Service, Ambulance, NSW Fire Brigade and Hunter New England Area Health Service, local Councils.
The Local Emergency Management committee covers the local government areas of Guyra, Walcha, Armidale Dumaresq and Uralla.

New England Local Emergency Management Committee

Delegate – Clr RS Thomson
Local Emergency Management Officer – Director – Engineering Services



Zone Bush Fire Management Committee

Organisations: Unless the Bush Fire Co-ordinating Committee determines otherwise, the following persons are to be invited to become members of a Bush Fire Management Committee:

- (a) A person nominated by each local authority whose area comprises land in the Bush Fire Management Committee's area, being (in the case of a local authority that is a council) the Mayor or a councillor of the Council;
- (b) A person nominated by each of the following organisations as being in charge of its affairs in the Bush Fire Management Committee's area:
 - (i) The Roads & Maritime Services;
 - ii) The Land & Property Management Authority;
 - iii) The NSW Fire Brigades;
 - iv) The NSW Police;
 - v) Each distribution network service provider listed in Schedule 3 to the *Electricity Supply Act 1995* having a distribution district comprising land in the Bush Fire Management Committee's area;
 - vi) Each Livestock Health & Pest Authority established for any rural lands protection district comprising land in the Bush Fire Management Committee's area;
 - vii) Rail Corporation NSW
 - viii) Rail Infrastructure Corporation.
- (c) A person or persons nominated by the Director-General of the Department of Environment & Climate Change and Water NSW as being in charge of the affairs of the Department in the Bush Fire Management Committee's area;
- (d) A person or persons nominated by the Deputy-General, Primary Industries of the Industry & Investment NSW as being in charge of the affairs of the Department in the Bush Fire Management Committee's area;
- (e) A person nominated by each local authority for the Bush Fire Management Committee's area as having responsibilities for the performance of the local authority's functions respecting the environment;
- (f) A person nominated by the Nature Conservation Council of NSW;
- (g) Not more than 2 persons chosen by rural fire brigades operating in the area;
- (h) A rural land holder nominated by the NSW Farmers Association or, if the Association does not nominate a rural land holder within a reasonable time (as determined by the Bush Fire Co-ordinating Committee), by the local authority for the area;
- (i) A person nominated by each Local Aboriginal Land Council for any Local Aboriginal Land Council area comprising land located in the Bush Fire Management Committee's area;
- (j) An other person or persons approved by the Bush Fire Co-ordinating Committee.

Purpose: Each Bush Fire Management Committee must, in accordance with the State Legislation, prepare and submit to the State Bush Fire Co-ordinating Committee a draft of each of the following kinds of bush fire management plans for the rural fire district or other part of the State for which it is constituted:

- (a) A plan of operations; and



(b) Bush fire risk management Plan.

Delegate – Clr RS Thomson
Alternate Delegate – Clr CM Lyon

Tablelands Community Transport Management Committee

Membership: Chairperson, Uralla Shire Council’s delegate to the Committee; Delegates nominated by each of Armidale Dumaresq Council, Walcha Council and Guyra Shire Council. One representative of volunteers and one representative of customers from each of the four local government areas involved in the service area. Representative of special need groups, on an ad hoc basis, by invitation from the Manager of the service (those representatives having no voting rights).”

The Manager of the program is also a member of the Committee, with no voting rights.

Purpose: To advise Uralla Council on the management and operation of TCT in the provision of transport facilities for the frail aged, disabled and other transport disadvantaged people in the Shire and on a regional basis.”

Delegate – Lacey Latham – Environmental Services Manager

Arts North West

Membership: Arts North West was established in 1996 as a Regional Arts Development Program and established as an independent Regional Arts Board in 1997. The program receives financial support from Arts NSW and twelve local governments in the New England North West region.

Purpose: To build community capacity in the Arts North West region through supporting creative activity.

Representative – Clr WJ Heazlett
Alternate – Clr SJ Schmutter

Northern Inland Regional Waste Group (NIRW)

Organisations: Armidale Dumaresq Council, Glen Innes Council, Gunnedah Shire Council, Guyra Shire Council, Gwydir Shire Council, Inverell Shire Council, Liverpool Plains Shire Council, Moree Plains Shire Council, Narrabri Shire Council, Tamworth Regional Council, Tenterfield Shire Council, Uralla Shire Council and Walcha Council.

Purpose: Northern Inland Regional Waste (NIRW) is a voluntary local Government networking group to specifically address waste management issues on a regional level.

Representative – Manager of Waste, Sewer & Water – Tess Dawson

Walcha Council Australia Day Committee

The Services Clubs currently fill this role.
Representative – Clr Lloyd Levingston



Management Committee Pioneer Cottage

Representative – Clr L Levingston
Alternate Representative – Clr RS Thomson

Walcha Local (Liquor) Consultative Committee

Membership - Representatives of all Licensed Premises', Police and Council
Representative – Clr KW Ferrier
Alternate Representative – Clr Lloyd Levingston

Community Centre Committee (Multi-Purpose Centre)

Representative – Clr SJ Schmutter
Alternate Representative – Clr CM Lyon

Walcha Community Consultative Committee

Organisations – All community organisations are invited to attend and include the police, service groups, Amaroo and Council

Purpose: To discuss community wide social issues

Delegate – Clr L Levingston
Delegate – Clr Heazlett

Walcha Local Health Committee

Representative – Clr JM Archdale

Purpose: To facilitate information flows between the community and the Hunter New England Area Health Service (HNEAHS) and to advise HNEAHS on appropriate levels of service for our community.

Sub Regional Strategy Committee

Delegate – Clr JM Archdale

Walcha Community Safety Precinct Sub-Committee

Membership:

Representative – Clr Lloyd Levingston – Deputy Chair
Walcha Police Sergeant – Sergeant Anthony Smith
Various Community Members
Members of Oxley Local Area Command Police

Purpose:

- ❖ Ensure Local Area Commanders are communicating to their local communities;
- ❖ Encourage community partnerships to reduce crime and the fear of crime;
- ❖ Develop local solutions to local crime in partnership with local stakeholders;
- ❖ Improve public safety and reduce the fear of crime at a local level;
- ❖ Raise understanding of the relationship between policing and crime reduction; and
- ❖ Ensure Commanders take into account local community views on police visibility, police deployment and crime hotspots when deciding police tasking and deployment.



Meetings:

To meet twice yearly and report back to the Tamworth Community Safety Precinct Committee which meets quarterly.

Country Mayors Association of NSW (CMA)

Membership: Those eligible for membership are the Mayors and General Managers of regional and country councils in NSW.

Purpose: The CMA was established to further the interests of regional and country areas in NSW by being an effective voice and forum for country NSW Mayors.

Meetings: Held quarterly in Sydney.

Plant Committee

Membership

Representative – Clr CM Lyon
Representative – Clr L Levingston
Representative – Clr RS Thomson
General Manager – Jack O’Hara
Director – Engineering Services – TBA
Plant Foreman – Stephen Bath

Staff Committee

Membership:

Representative – Mayor – Clr JM Archdale
Representative – Deputy Mayor – Clr SJ Schmutter
Representative – Clr WJ Heazlett
Representative – Clr CM Lyon
General Manager – Jack O’Hara
Other Senior Officers as appropriate.

Purpose:

- ❖ To assess applications, carry out interviews and report to Council on appointments to the following Senior positions:
 - General Manager.
- ❖ To assist the Mayor and Senior Staff in the resolution of industrial disputes as considered necessary.
- ❖ To advise Council on conditions of employment including Staff Housing.
- ❖ To advise Council, as necessary, on matters of Staff training.
- ❖ To advise Council on other Staff matters as considered appropriate with the exception of those matters falling within the responsibility of the Staff Consultative Committee.
- ❖ To carry out the General Manager’s performance appraisal and negotiate performance agreement.



Staff Consultative Committee

Membership:

2 Management Representatives: Mayor – Clr JM Archdale & Deputy Mayor – Clr SJ Schmutter
1 Local Government Manager – General Manager – Jack O’Hara
1 Environmental Health Professional – Environmental Services Manager – Lacey Latham
2 USU Members: Kevin Creighton & Bernard Lynch
1 Local Organiser of the USU – Chris Preston
Secretary – non voting member

Baths and Squash Courts Committee

Membership:

Representative – Clr KW Ferrier
Alternate – Clr CM Lyon
Director – Engineering – TBA
Environmental Services Manager– Lacey Latham
President Walcha Squash Club – Scott Kermode
President Walcha Swimming Club – Angus Warden
Pool Supervisor – Andrew Cross

Purpose:

- ❖ To advise Council on an annual basis of appropriate fee structures for both the Memorial Baths and the Squash Court complex.
 - ❖ To advise Council on Policy matters relating to both the Memorial Baths and the Squash Court complex such as opening times, building maintenance and improvements, methods of operation and the like.
 - ❖ To generally advise Council on all matters relating to the operation of the Walcha War Memorial Baths and the Squash Courts.
-

Walcha Town and District Beautification and Tidy Towns Committee

Membership:

Representative – Clr CM Lyon
Representative – Clr RS Thomson
Director – Engineering Services – TBA
Urban Works Supervisor – Steph Sweeney
Citizen Representatives - Phyllis Hoy
Citizen Representatives - Robyn Vincent
Citizen Representatives – Felicity Nivison
Citizen Representatives – Irene Woods
Citizen Representatives – Alex Smith

Purpose:

- ❖ To generally monitor the appearance of the town and district and to advise Council of areas requiring enhancement.
 - ❖ To advise Council on its Tree Planting Programme particularly as to suitability of species to be planted.
-



- ❖ Administer Council's participation in the Keep Australia Beautiful Council's Tidy Towns Competition. The Committee should also review the results of Council's entry in this competition making recommendations as appropriate.
- ❖ Administer the conduct of the Garden Competition.

Walcha Work Health and Safety Committee

No Elected Representatives

Roads Management Committee

Membership: All Council

Director – Engineering Services – TBA

Purpose: Oversee the development of the Roads Management Plan for Walcha shire.

Walcha Council Waste Management Committee

Representative – Clr MJ Woods

Representative – Clr SJ Schmutter

Representative – Clr L Levingston

General Manager – Jack O'Hara

Director-Engineering Services – TBA

Manager Waste, Sewer & Water – Tess Dawson

Walcha Council Arts Advisory Committee

Function of the Committee – To advise Council on future public art projects.

Membership:

Representative – Clr SJ Schmutter - Chairperson

Alternate Representative – Clr WJ Heazlett

General Manager – Jack O'Hara

Director – Engineering Services – TBA

Three community representatives – James Rogers, Carley McLaren and Stephen King.

Meetings – The Committee is to meet six monthly or as required. The appointed Councillor to act as the Chairperson. The quorum is to be four.

Walcha Council Community Care Advisory Committee

Function of the Committee:

To advise Council on policy matters and strategic issues regarding the management of Walcha Council Community Care.

Membership:

Representative – Clr KW Ferrier - Chairperson

Environmental Services Manager – Lacey Latham

Walcha Council Community Care Coordinator – Cathy Noon

ATSI Walcha Council Community Care Coordinator – Elaine Bartholomew

Meals on Wheels Provider – Kristin Bourke

Independent Community Care Service Provider – Debra Sweeney



Six Citizen Representatives (preferably consisting of a volunteer, a carer and four clients) – Ron Denham, Kate Hoy, Sue Reardon, TBA, TBA & TBA.

All 12 Committee Members to have voting rights.

Election of Members:

Six citizen representatives to be elected for a two year term with half that number changing each year. Citizen membership to be restricted to a maximum of four consecutive terms. Ie: eight years. Casual vacancies can be appointed until the review period.

Meetings:

The Committee is to meet quarterly on third Tuesday. Quorum is 7.
(updated Resolution No.: 24/1415 – 26 August 2015)

Walcha Council Preschool Advisory Committee

Membership:

Representative – Clr CM Lyon
Alternate Representative – Clr JM Archdale
Preschool Administration Manager – Karen Kermode
Nominated Supervisor – Zoe Herbert
Parent/Citizen Representatives (4):

- ❖ Lucie Street
- ❖ Stacey Miller
- ❖ Anna Mulligan
- ❖ Lisa Patterson-Kane

The Early Intervention Officer, Rhonda Barnett, can attend Meetings but does not have voting rights.

Four parent/citizen representatives to be elected for a 2 year term with half that number changing each year. They are also restricted to a maximum of 3 consecutive terms, ie 6 years.

Purpose: To advise Council on policy matters and strategic issues regarding the management of the Walcha Preschool.

Meetings: Meet quarterly (once per term) or as required on the fourth (4th) Tuesday of the term. The appointed Councillor to act as Chairman. The quorum to be 5.

Walcha Council Tourism Advisory Committee

Function of the Committee:

To advise Council on future tourism promotion.

Membership:

Representative – Clr CM Lyon – Chairperson
Alternate Representative – Clr WJ Heazlett



General Manager – Jack O’Hara
Tourism Manager – Susie Crawford

Seven community representatives on two year term with them being eligible for reappointment on expiration of each term – Len Woods, Neil Smith, Vanessa Arundale, Casper Ozinga and Doug Laurie.

Meetings:

The Committee is to meet quarterly or as required. The appointed Councillor to act as the Chairperson. The quorum is to be 5.

Walcha Council Audit & Risk Committee

Function of Committee:

To provide independent assurance and assistance to the Walcha Council on risk management, control, governance and external accountability responsibilities. The Committee has no executive powers, except those expressly provided by Council.

Membership:

Voting Members:

Clr CM Lyon
Clr WJ Heazlett

Independent Representatives: Michael O’Connor, Sean Johnston and David Locke (one of these are to be elected Chairperson).

Non Voting Members:

General Manager
Chief Financial Officer
Governance Coordinator??

Meetings:

Meet four times per year with one of those meetings to include review and endorsement of the annual audited financial reports and external audit opinion. Additional meetings as required.

Walcha Council Festival Committee

Function of the Committee:

To organise an annual festival showcasing the local food, art and craft.

Membership:

One Councillor – Clr KW Ferrier – Chairperson
Tourism Manager – Susie Crawford

Community representatives on a two year term: Lisa Kirton, Cameron Greig, Ron Denham, Vicki McIvor, Chris Feltham, Leanne Natty, Glenn Dick, Michael Luchick and Ian Mackey.



Meetings:

Meet quarterly or as required. Appointed Councillor to act as a Chairperson. Quorum to be 6.

THERE BEING NO FURTHER BUSINESS THE CHAIRMAN DECLARED THE MEETING CLOSED AT 2:55PM.



ORDINARY MEETING OF COUNCIL

held on

Wednesday, 30 September 2015

at

2:56pm

at

Walcha Council Chambers

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

IN ATTENDANCE: Mr JG O'Hara, General Manager, and Mrs LJ Latham, Environmental Services Manager.

1. APOLOGIES:

Nil.

MINUTES



2. CONFIRMATION OF THE ORDINARY MEETING MINUTES HELD ON WEDNESDAY, 26 AUGUST 2015:

39 **RESOLVED** on the Motion of Councillors Schmutter and Levingston that the Minutes of the Ordinary Meeting held on Wednesday, 26 August 2015, copies of which have been distributed to all members, be taken as read and confirmed a **TRUE** record.

3. BUSINESS ARISING

Nil.

4. DECLARATIONS OF INTEREST

6.1 Proposed Gazettal of Part Day Public Holiday for the Walcha Races to be held on Friday, 5 February 2016 from 12 noon to 6:00pm WO/2015/01822

Clr Ferrier declared a Pecuniary Interest in this matter as he is the Walcha Jockey Club Secretary.

12.2 Proposed relocation of Visitor Information Centre WINT/2015/02507

Clr Lyon declared a Pecuniary Interest in this matter as he has a financial interest in an alternate location.

12.3 New Off Creek Reservoir WO/2015/01807

Clr Lyon & Clr Woods declared Pecuniary Interests in this matter as Clr Lyon's spouse works for the owner of one of the properties in the report and Clr Woods' parents in law own one of the properties in the report.

12.4 General Manager's Contract Request WINT/2015/02494

The General Manager declared a Pecuniary Interest in this matter as he is the subject of the report.

5. MAYORAL MINUTE

Nil.

6. SENIOR OFFICERS REPORT

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



6.1 Proposed Gazettal of Part Day Public Holiday for the Walcha Races to be held on Friday, 5 February 2015 from 12 noon to 6:00pm WO/2015/01822

Clr Ferrier left the Chambers and took no part in the debate.

41 **RESOLVED** on the Motion of Councillors Lyon and Levingston that Council apply for a Part Day Public Holiday from 12 noon to 6:00pm on Friday, 6 February 2016.

Clr Ferrier returned to the Council Chambers and was advised of the resolution.

6.2 Review of Ward Boundaries WO/2015/01817

42 **RESOLVED** on the Motion of Councillors Lyon and Ferrier that Council **ENDORSE** the proposed Ward Boundaries as submitted **FURTHER THAT** Council publicly exhibit the Ward Boundary Plan for a period of 28 days.

6.3 Request for Variation to Requirements for use of Lot 1 in DP 1137046 to access the rear of Lot 1 in DP 574019, being 21E Fitzroy Street, Walcha WO/2015/01816

43 **RESOLVED** on the Motion of Councillors Ferrier and Schmutter that Council approve the request by Barry Marshall subject to the previously imposed conditions as described below:

1. Establish a Right of Carriageway over Lot 1 in DP 1137046, three metres wide and located approximately 2200mm from the adjoining boundary and for approximately 32 metres in length (to the last car park).
2. The applicant to be responsible for all legal costs associated with establishing the Right of Carriageway.
3. The applicant will not have exclusive rights over the Right of Carriageway.
4. Maintenance of the Right of Carriageway is the responsibility of the owner/s of Lot 1 in DP 574019.
5. A "TURN LEFT ONLY" sign is to be located at the exit of the Right of Carriageway.

And with the following amendment:

6. The Right of Carriageway is to be constructed of a decorative gravel surface on 200mm of road base.

6.4 Refer Financial Statements to Audit 2014 – 2015 WO/2015/01832

44 **RESOLVED** on the Motion of Councillors Heazlett and Thomson that the 2014 – 2015 Financial Reports be referred for Audit **FURTHER THAT** a Statement in accordance with Section 413(2) (c) of the Local Government Act 1993 be completed and signed by the appropriate signatories.



**6.5 Affix Seal to Documentation for Sale of Land at 59 Beaver Place, Walcha
WO/2015/02496**

45 **RESOLVED** on the Motion of Councillors Schmutter and Ferrier that Council approve the affixing of the Common Seal to all legal documentation in relation to the sale of land of Lot 6 in DP 1046217, being 59 Beaver Place, Walcha **FURTHER THAT** the affixing of the Common Seal be attested to by the Mayor and the General Manager.

**6.6 Pecuniary Interest Annual Returns for the period 1 July 2015 to 30 June
2015
WO/2015/01763**

46 **RESOLVED** on the Motion of Councillors Ferrier and Levingston that Council formally records that the Ordinary Returns of Pecuniary Interest required to be submitted by Councillors, the General Manager and Designated Staff, for the period 1 July 2014 to 30 June 2015 have been submitted as required and have been tabled in accordance with the provisions of Section 450A of the Local Government Act, 1993.

**6.7 Committee of the Whole Referral – Proposed New Off Creek Reservoir
AND General Manager’s Contract Request
WO/2015/01821**

47 **RESOLVED** on the Motion of Councillors Lyon and Ferrier that, in accordance with the provisions of Section 10 of the Local Government Act, 1993, the matter of the Proposed New Off Creek Reservoir AND General Manager’s Contract Request be referred to be discussed in Committee of the Whole for the reason that the report relates to information on personnel matters concerning particular individuals.

**6.8 Committee of the Whole Referral – Proposed Tourism Event AND
Proposed Relocation of Visitor Information Centre
WO/2015/01808**

48 **RESOLVED** on the Motion of Councillors Ferrier and Schmutter that, in accordance with the provisions of Section 10 of the Local Government Act, 1993, the matter of the Proposed Tourism Event AND Proposed Relocation of Visitor Information Centre be referred to be discussed in Committee of the Whole for the reason that they confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

LATE REPORTS:

- 1. Review of “Payment of Expenses and Provision of Facilities for
Councillors & Staff” Policy for Adoption
WO/2015/01848**



49 **RESOLVED** on the Motion of Councillors Ferrier and Heazlett that Council **ADOPT** the “Payment of Expenses and Provision of Facilities for Mayors, Councillors & Staff” Policy as presented.

7. NOTICE OF MOTION

Nil.

8. MATTERS OF URGENCY

The General Manager advised the Meeting that Council had received a letter from a concerned ratepayer regarding rates. The letter was tabled at the Meeting.

50 **RESOLVED** on the Motion of Councillors Schmutter and Thomson that Council **NOTE** the letter from the ratepayer.

9. MANAGEMENT REVIEW REPORTS

WO/2015/01812

51 **RESOLVED** on the Motion of Councillors Ferrier and Thomson that items included in the Management Review Report, numbered 1 to 13 inclusive, be **NOTED** by Council.

Afternoon Tea:

Afternoon tea commenced at 3:20pm and the Meeting resumed at 3:55pm.

10. COMMITTEE REPORTS

10.1 Minutes of the Walcha Preschool Advisory Committee Meeting held at the Walcha Preschool on 25 August 2015. WINT/2015/02260

52 **RESOLVED** on the Motion of Councillors Lyon and Schmutter that Council **ADOPT** the Allergies and Anaphylaxis Policy, Arrival and Departure Policy, Asthma Policy, Back Care and Manual Handling Policy, Child Health Policy, Contact between Children and Animals Policy, Hygiene Policy, Indoor Safety Policy and the Dental Accidents Policy.

10.2 Minutes of the Walcha Mountain Festival Committee Meeting held at the Council Chambers on Tuesday, 15 September 2015. WO/2015/01788

11. DELEGATE REPORTS

11.1 Minutes of the New England Tablelands (Noxious Plants) County Council Meeting held in Armidale on Wednesday, 17 June 2015. WI/2015/05390



11.2 Minutes of the Namoi Councils Joint Organisation Meeting held on Thursday, 3 September 2015 at Walcha Council Chambers. WI/2015/05532

12. COMMITTEE OF THE WHOLE

53 **RESOLVED** on the Motion of Councillors Ferrier and Heazlett that Council resolve into Committee of the Whole and that the press and public be excluded from the entire proceedings of the Meeting of the Committee of the Whole for the reason that the reports relate to information on personnel matters concerning particular individuals AND for the reason that they confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

54 The Meeting resumed in **OPEN** Council on the Motion of Councillors Schmutter and Ferrier.

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

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

12.1 Proposed Opera Event at Langford in 2016 WINT/2015/02506

The Committee **RECOMMENDED** on the Motion of Councillors Ferrier and Schmutter that Council agree in principle subject to the submission of a detailed business plan and the marketing strategy with associated budget being returned to a Meeting of Council.

12.2 Proposed Relocation of Visitor Information Centre WINT/2015/02507

Councillor Lyon declared an interest and left the Meeting and took no part in the debate.

The Committee **RECOMMENDED** on the Motion of Levingston and Schmutter that the General Manager investigate all alternate options for relocating the Visitor Information Centre and a report to be brought back to Council.

12.3 New Off Creek Reservoir WO/2015/01807

Councillor Woods and Lyon declared an interest in this matter and left the Council Chambers and therefore took no part in the debate.



The Committee **RECOMMENDED** on the Motion of Schmutter and Levingston that Council approve the General Manager opening discussions with land/interest owner's to ascertain if they would be amendable for Council to acquire approximately 30 acres / 12 Ha of land for the site of the new Off Creek Reservoir.

Councillor Woods and Lyon returned to the Meeting and were informed of the recommendation.

12.4 General Manager's Contract Request

WINT/2015/02494

The General Manager left the Meeting and took no part in the debate.

Motion

It was **MOVED** Councillor Heazlett **SECONDED** Councillor Schmutter that the General Manager's Contract be renewed on 3 July 2016.

Amendment:

An Amendment was **MOVED** Councillor Lyon **SECONDED** Councillor Woods that the General Manager's Contract be renewed on 19 October 2015.

On being put to the **VOTE** the **AMENDMENT** was **CARRIED**.

It then became the Substantive Motion and was put to the **VOTE** and **CARRIED**.

The Committee **RECOMMENDED** on the Motion of Woods and Ferrier that the General Manager's commencing remuneration of the new Contract commencing 19 October 2015 be to the value of \$220,000.

ADOPTION OF COMMITTEE OF THE WHOLE

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

12.1 Proposed Opera Event at Langford in 2016

WINT/2015/02506

55 **RESOLVED** on the Motion of Councillors Woods and Levingston that Council agree in principle subject to the submission of a detailed business plan and marketing strategy with associated budget being returned to a Meeting of Council.

12.2 Proposed Relocation of Visitor Information Centre

WINT/2015/02507

Clr Lyon declared an interest in this matter and left the Chambers.



56 **RESOLVED** on the Motion of Councillors Schmutter and Ferrier that the General Manager investigate all alternate options for relocating the Visitor Information Centre and a report to be brought back to Council.

Clr Lyon returned to the Meeting and was advised of the resolution.

12.3 New Off Creek Reservoir **WO/2015/01807**

Clr Lyon and Woods declared an interest in this matter and left the Chambers.

57 **RESOLVED** on the Motion of Councillors Schmutter and Heazlett that Council approve the General Manager opening discussions with land/interest owner's to ascertain if they would be amendable for Council to acquire approximately 30 acres / 12 Ha of land for the site of the new Off Creek Reservoir.

Clr Lyon and Woods returned to the Chambers and were advised of the resolution.

12.4 General Manager's Contract Request **WINT/2015/02494**

The General Manager declared an interest and left the Chambers.

58 **RESOLVED** on the Motion of Councillors Woods and Levingston that Council renew the General Manager's Contract on 19 October 2015.

59 **RESOLVED** on the Motion of Councillors Woods and Levingston that the General Manager's commencing remuneration of the new Contract commencing 19 October 2015 be to the value of \$220,000.

THERE BEING NO FURTHER BUSINESS THE CHAIRMAN DECLARED THE MEETING CLOSED AT 5:50PM.



Senior Officers' Reports

Submitted to Council: 28 October 2015

..... General Manager Mayor



Item: 6.1 **Ref:** WO/2015/01965
Title: STP Upgrade and Reuse Options Workshop Summary
Author: General Manager
Previous Items: Not Applicable
Attachment: Walcha STP Upgrade and Reuse Option Planning Risk Assessment Workshop Summary Paper October 2015 (WI/15/6398)

Introduction:

Earlier this month a facilitated workshop for the Sewage Treatment Plant (STP) upgrade options and recycled water reuse options was attended by Council staff, EPA personnel, DPI-Water personnel and NSW Health personnel.

The objectives of the workshop were to:

- Understand the quality of the recycled water that can currently be provided and the likely recycled water intended uses that could currently be met;
- Understand the likely recycled water intended use options and the quality of the recycled water that would need to be provided to ensure it is appropriate for the proposed uses;
- Identify the additional controls (physical barriers or operational procedures) that may be required to manage and minimise risks to acceptable levels for the proposed recycled water options.

The outcome from the workshop is currently the STP cannot meet required log reduction values for the proposed end uses i.e. without upgrades to the process.

Report:

Eight recycled water end use options were presented, assessed and ranked as summarised in Table 3-7 from the Summary Paper (see below). The criteria used for the assessment of the recycling options included – Log Reduction Value credit, existing use, recycled water availability and distance from site.

Table 3-7. Assessment ranking summary for recycling enduse options.

RECYCLING ENDUSE OPTION	RANK
Existing STP Maintenance	1
Proposed Agricultural Irrigation	2
Existing Truck Wash at STP	3
Proposed High School Sports Grounds Irrigation	3
Proposed John Oxley Sports Grounds Irrigation	5
Proposed Municipal Irrigation	6
Proposed Replacement for Permanent Truck Wash at Sale Yards	6
Proposed Golf Course Irrigation	8
Existing Crown Land Irrigation (Crown Reserve 16916)	Not assessed as currently not operational and infrastructure was only put in place as a trial.

Submitted to Council: 28 October 2015

..... General Manager Mayor



In the course of the workshop the stakeholders further recommended and assessed a number of system upgrade options for the STP and ranked them using the following criteria – cost, time, use of existing infrastructure, environmental/health benefits and ease of operation.

Table 3-8 summarises the six identified upgrade options and their rankings, see below:-

Table 3-8. Assessment ranking summary for system upgrade options.

OPTION INFORMATION		RANK
A	<ul style="list-style-type: none"> * Keep existing infrastructure * Build a second maturation pond on Crown Land (design to be consistent with best practice including baffling considerations) * Construct new small balancing pond with chemical dosing for P removal and settling for TSS removal * UV disinfection * Existing maturation pond cleaned out and turned into a wet weather or other storage * New drying beds on Crown Land to deal with additional sludge production and existing sludge lagoon buildup * Improved fencing around the site to increase security 	2
B	<ul style="list-style-type: none"> * Keep existing infrastructure * Build a second maturation pond on Crown Land (design to be consistent with best practice including baffling considerations) * Refurbish (desludging, removal of sheep etc) and reuse the current maturation pond * Improved fencing around the site to increase security * New drying beds on Crown Land to deal with existing sludge lagoon buildup 	1
C	<ul style="list-style-type: none"> * As for Option B but using covering (tiles or specialised balls) on the storage pond 	3
D	<ul style="list-style-type: none"> * Current process with the addition of chlorine disinfection 	Not considered further due to unfeasibility of chlorine additions to reach breakpoint
E	<ul style="list-style-type: none"> * Construct a package plant (probably membrane bioreactor) downstream of the trickling filter * Convert the existing maturation pond to a balance tank 	4
F	<ul style="list-style-type: none"> * Construct a new treatment plant (Biological N removal and chemical dosing for P removal) 	5

RECOMMENDED:

For Councils information, the options’ assessment now forms a fundamental part of Walcha Council’s Integrated Water Cycle Management (IWCM) review currently being undertaken by NSW Public Works. The IWCM review shall include cost estimates for the six identified upgrade options presented in the Summary Paper.

Submitted to Council: 28 October 2015

..... General Manager Mayor



Item: 6.2 **Ref:** WO/2015/01961
Title: Water Carting
Author: General Manager
Previous Items: Not Applicable
Attachment: No

Introduction:

Council's Environmental Health Department has been investigating what is required to bring Council's plant and equipment up to current health and safety standards. Below are the findings. Further, Council has been approached by a local contractor requesting Council to allow him to take over the carting of potable water to Walcha residents on the proviso that Council ceases to provide this service.

Report:

Environmental Health Department findings:

Background

The Public Health Act 2010 (the Act) and 2012 Regulation (the Regulation) require drinking water suppliers to develop and adhere to a Quality Assurance Program or Drinking Water Management System from the 1st September 2014. This requirement applies to waters carters and private water suppliers.

Water Source

Water carters providing drinking water for human consumption are to take water from a supply that meets the *Australian Drinking Water Guidelines* (potable water supplies). Appropriate sources include town drinking water supplies, or directly from a bulk water supplier at the point of water treatment. Other sources should be avoided.

In an emergency, water carters may need to take water from non potable sources, for example, untreated dam or river water. In such circumstances, water carters should seek advice from Environmental Health Officers at their local Public Health Unit or Council on cleaning and disinfection requirements.

Water tanks, hoses and fittings

Tanks used for carting drinking water should be used only for that purpose. If this is not possible, then the tank must not be used for transport of effluent (treated or otherwise), petroleum products, or other potentially hazardous materials that may be harmful to health.

Tanks, hoses and fittings should be regularly cleaned and disinfected. When a tank has been used for transport of non-hazardous materials other than drinking water,

Submitted to Council: 28 October 2015

..... General Manager Mayor



the tank, hoses and fittings should be cleaned and disinfected prior to filling with drinking water.

Hoses and fittings should be capped or stored in a dust proof container.

Water carting tanks and fittings must be kept clean and in good repair so that they do not cause deterioration of water quality. Tanks, hoses and fittings should be made of, or lined with, a material that will not contaminate the drinking water.

Applicable standards or certification include:

- ❖ AS/NZS 4020:2005 The testing of products for use in contact with drinking water and/or
- ❖ AS 2070:1999 Plastics materials for food contact use.
- ❖ Australian Technical Standard ATS 5200.026: 2004 Technical Specification for Plumbing and Drainage

Products, Cold Water Storage Products

- ❖ AS/NZS 4766:2006 – Polyethylene storage tanks for water and chemicals.
- ❖ Use only containers, hoses and fittings which are marked as WaterMark, AS/NZS4020, AS2070, AS/NZS4766 or ATS5200.026.

Water Carters

A water carter must obtain written approval from the local water supplier before drawing and selling water. Owner /operator of a water carting vehicle must take action to render the vehicle in a clean and sanitary condition. A water carting vehicle must have an opening large enough to allow easy inspection and thorough cleaning of the interior and must have a cover that is able to be kept clean.

Records to be kept by Water Carters - Log Books

A water carter must keep a log book to record information on deliveries and cleaning. A sample logbook is provided as an attachment in the Water Carting Guidelines.

Under the Act & Regulation water carters are required to keep the following records:

- ❖ The name of each supplier of drinking from whom the water cater receives water
- ❖ The place, date, and time at which water is supplied to the water carter
- ❖ The name and address of each person to whom the water carter supplies water
- ❖ The place, date and time at which the water is supplied to that person
- ❖ The volume of water supplied to that person,
- ❖ Details of any substances other than drinking water transported in the water tank used by the water carter
- ❖ The dates on which any water tank used by the water carter is cleaned.



These records must be retained for at least 6 months.

The water carter should also keep a record of the following:

- ❖ Identification detail for temporary mounted tanks. (e.g. serial number if applicable)
- ❖ Chlorine level at the time of filling or re-chlorination
- ❖ Additional chlorine added (if applicable)

Records to be kept by Water Utilities/Suppliers

Water utilities and any other water supplier should keep a record of water carters who draw from their drinking water supply. They should ensure that each water carter is notified to the NSW Food Authority, undergoes regular sanitary inspections by the local council and maintains appropriate log books prior to accessing the reticulated drinking water supply.

The Act and Regulation require water utilities/suppliers to keep records of the name and contact details of each water carter to which drinking water is supplied. These records must be retained for at least 6 months.

It is also recommended that water utilities/suppliers or local councils keep a record of:

- ❖ Details of water carting vehicles, make, model, registration, tank volume, type of tank e.g. temporary mounted tanks, etc
- ❖ Date and results of last inspection of each vehicle.

Plant & Equipment

Council does not have a dedicated water tank for potable water deliveries. Existing tanks are used by outdoor gangs predominately for dust suppression on road and construction works. Water may be sourced for jobs from the town supply (unless Level 3 or higher restrictions apply), from local rivers, creeks or dams.

Further, the plant and staff required for carting potable water can often be working on a job some distance from town and are taken off the job to service potable water delivery requests. The requirement for the plant and staff member to leave a job can be disruptive to the jobs completion.

Quotes have been sourced for dedicated water tanks and range from \$15,000 for just the tank to \$40,000 for a tank and slip-on system.



Water Delivery Service Costs

	2013 - 2014	2014 - 2015
Income	\$21,351	\$8,029
Cost	<u>\$23,866</u>	<u>\$10,145</u>
Profit/Loss	-\$2,515	-\$2,116

NB:

- ❖ The costs above do not include labour and plant costs for the plant and staff taken to get from other jobs to make a delivery.
- ❖ The 2014-15 figures are presumed to be lower than the 2013-14 figures due to higher rainfall (2014-15:750mm, 2013-14:500mm), and due to two private operators also providing water carting services during the 2014-15 year.

RECOMMENDED:

That Council approve:

- ❖ **The cessation of water carting services by Council to Walcha residents when the local contractor has the required approvals and health and safety requirements.**
- ❖ **The provision of a written undertaking to the local contractor stating such.**

Submitted to Council: 28 October 2015

..... General Manager Mayor



Item: 6.3 **Ref:** WO/2015/01963
Title: Request to rename McKeaten's Bridge
Author: General Manager
Previous Items: WO/2014/00440
Attachment: APR15 – Request to Rename McKeaton's Bridge

Introduction:

In April this year Council approved the renaming of .McKeaten's bridge to honour Sgt Andrew Russell (a copy of the report is attached).

Report:

Council has received permission from the Russell family to rename the bridge in Sgt Andrew Russell's honour. Council has also gained the necessary permissions from the Australian Armed Forces to rename the bridge and use AAF emblem.

Council has been advised by Land & Property Information and the Geographical Names Board of NSW who suggested the Commemorative Naming Guidelines be followed for the bridge. Council has also spoken to the local RSL sub branch, to get their thoughts on what to name the bridge and they have suggested "Sgt Andrew Russell Bridge". Council is now in a position to proceed with the bridge renaming in accordance with the NSW Land & Property Information requirements.

RECOMMENDATION:

That Council proceed with the renaming of the bridge from "McKeaten's Bridge" to "Sgt Andrew Russell Bridge", in accordance with the NSW Land & Property Information requirements.

Submitted to Council: 28 October 2015

..... General Manager Mayor



APRIL 2015 Report to Council:

Item: 6.3 **Ref:** WO/2015/00755
Title: Request to Rename McKeaten's Bridge
Author: Director Engineering Services
Previous Items: Not Applicable
Attachment: NA

Introduction:

Peter Ireland has requested the renaming of McKeaten's bridge in Niangala. Mr Ireland was a member of the 2nd Troop 1st Field Squadron of the Royal Australian Engineers that came to Walcha and built the bridge over the Macdonald River just over 24 years ago.

Mr Ireland and other Royal Australian Engineers troop members are planning a reunion for Anzac Day 2016 in Walcha as it will be 25 years since the bridge was completed. As part of that reunion members of the troop are hoping to have the bridge named officially after one of their members, Andrew Russell. Andrew Russell was the first Australian soldier killed in conflict since Vietnam.

Report:

The bridge Mr Ireland is referring to is McKeaten's Bridge which was renamed only last year. Prior to last year's renaming it was known as Keatons Bridge, but the Walcha Historical Society brought to Council's attention the original "name for the crossing (at Keatons Bridge)... was McKeaten's crossing ..." hence the name was changed. Further, the bridge has always also been known as 'The Army Bridge'.

Andrew Russell was a member of the Royal Australian Engineers troop that built the bridge and was killed in Afghanistan serving for the Australian Army Forces. Sgt Andrew Russell was the first Afghanistan War Veteran.

Initial investigations with War Graves suggest the next steps in renaming the bridge would be to contact the Royal Australian Engineers to get formal agreement from them to name the bridge in Andrew Russell's honour, and to advise the Russell family of the naming of the bridge. Council would then need to proceed with the bridge renaming in accordance with the NSW Land & Property Information requirements.

RECOMMENDATION:

That Council proceed with the renaming of the bridge to honour Sgt Andrew Russell in accordance with the consultative requirements and the normal statutory requirements set down for the naming of bridges.

Submitted to Council: 28 October 2015

..... General Manager Mayor



Item: 6.4 **Ref:** WO/2015/01977
Title: Model Code of Conduct Complaints Statistic Report
Author: General Manager
Previous Items: Not Applicable
Attachment: No

Report:

Under the new Model Code of Conduct framework the Complaints Coordinator must report on a range of complaints statistics to their Council and to the Division of Local Government within three months of the end of September each year. This Report is to ensure that Council have followed that directive.

Under Part 12 of the *Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW – March 2013*, Council's Complaints Coordinator must arrange for the following statistics to be reported to Council within the three month timeframe:

- a) The total number of code of conduct complaints made about Councillors and the General Manager under the Code of Conduct in the year to September,
- b) The number of code of conduct complaints referred to a conduct reviewer,
- c) The number of code of conduct complaints finalised by a conduct reviewer at the preliminary assessment stage and the outcome of those complaints,
- d) The number of code of conduct complaints investigated by a conduct reviewer,
- e) The number of code of conduct complaints investigated by a conduct review committee,
- f) Without identifying particular matters, the outcome of code of conduct complaints investigated by a conduct reviewer or conduct review committee under these procedures,
- g) The number of matter reviewed by the Division and, without identifying particular matters, the outcome of the reviews, and
- h) The total cost of dealing with code of conduct complaints made about Councillors and the General Manager in the year to September, including staff costs.

The Council is to provide the Division with a report containing the statistics referred to above, within three months of the end of September each year.

RECOMMENDATION:

That Council, under Part 12 of the *Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW – March 2013*, ADOPT the submitted Report on Code of Conduct Complaints Statistics for the reporting period 1 September 2014 to 31 August 2015 as presented FURTHER THAT Council send the Report to the Office of Local Government.

Submitted to Council: 28 October 2015

..... General Manager Mayor



Office of Local Government

Model Code of Conduct Complaints Statistics

Reporting Period: 1 September 2014 - 31 August 2015

Date Due: 31 December 2015

To assist with the compilation of the Your Council publication it would be appreciated if councils could return this Report by 30 November 2015

Survey return email address: codeofconduct@olg.nsw.gov.au

Council Name:	Walcha Council
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Contact Name:	Jack O'Hara
Contact Phone:	67742500
Contact Position:	General Manager
Contact Email:	council@walcha.nsw.gov.au

All responses to be numeric

Where there is a zero value, please enter 0

Enquiries: Performance and Compliance Team
Office of Local Government
Phone: (02) 4428 4100
Enquiry email: olg@olg.nsw.gov.au

Submitted to Council: 28 October 2015

..... General Manager Mayor



Model Code of Conduct Complaints Statistics Walcha Council		
Number of Complaints		
1 a	The total number of complaints received in the period about councillors and the general manager under the code of conduct	2
b	The total number of complaints finalised in the period about councillors and the general manager under the code of conduct	2
Overview of Complaints and Cost		
2 a	The number of complaints finalised at the outset by alternative means by the general manager or Mayor	0
b	The number of complaints referred to the Office of Local Government under a special complaints management arrangement	0
c	The number of code of conduct complaints referred to a conduct reviewer	2
d	The number of code of conduct complaints finalised at preliminary assessment by conduct reviewer	1
e	The number of code of conduct complaints referred back to GM or Mayor for resolution after preliminary assessment by conduct reviewer	0
f	The number of finalised code of conduct complaints investigated by a conduct reviewer	1
g	The number of finalised code of conduct complaints investigated by a conduct review committee	0
h	Number of finalised complaints investigated where there was found to be no breach	0
i	Number of finalised complaints investigated where there was found to be a breach	0
j	Number of complaints referred by the GM or Mayor to another agency or body such as the ICAC, the NSW Ombudsman, the Office or the Police	0
k	Number of complaints being investigated that are not yet finalised	0
l	The total cost of dealing with code of conduct complaints within the period made about councillors and the general manager including staff costs	\$3,132

Submitted to Council: 28 October 2015

..... General Manager Mayor



Preliminary Assessment Statistics

3	The number of complaints determined by the conduct reviewer at the preliminary assessment stage by each of the following actions:	
a	To take no action	0
b	To resolve the complaint by alternative and appropriate strategies	2
c	To refer the matter back to the general manager or the Mayor, for resolution by alternative and appropriate strategies	0
d	To refer the matter to another agency or body such as the ICAC, the NSW Ombudsman, the Office or the Police	0
e	To investigate the matter	0
f	To recommend that the complaints coordinator convene a conduct review committee to investigate the matter	0

Investigation Statistics

4	The number of investigated complaints resulting in a determination that there was no breach , in which the following recommendations were made:	
a	That the council revise its policies or procedures	0
b	That a person or persons undertake training or other education	0
5	The number of investigated complaints resulting in a determination that there was a breach in which the following recommendations were made:	
a	That the council revise any of its policies or procedures	0
b	That the subject person undertake any training or other education relevant to the conduct giving rise to the breach	0
c	That the subject person be counselled for their conduct	0
d	That the subject person apologise to any person or organisation affected by the breach	0
e	That findings of inappropriate conduct be made public	0
f	In the case of a breach by the general manager, that action be taken under the general manager's contract for the breach	0
g	In the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the Local Government Act 1993	0
h	In the case of a breach by a councillor, that the matter be referred to the Office for further action	0
6	Matter referred or resolved after commencement of an investigation under clause 8.20 of the Procedures	0

Submitted to Council: 28 October 2015

..... General Manager Mayor



Categories of misconduct	
7 The number of investigated complaints resulting in a determination that there was a breach with respect to each of the following categories of conduct:	
a General conduct (Part 3)	<input type="text" value="0"/>
b Conflict of interest (Part 4)	<input type="text" value="0"/>
c Personal benefit (Part 5)	<input type="text" value="0"/>
d Relationship between council officials (Part 6)	<input type="text" value="0"/>
e Access to information and resources (Part 7)	<input type="text" value="0"/>
Outcome of determinations	
8 The number of investigated complaints resulting in a determination that there was a breach in which the council failed to adopt the conduct reviewers recommendation	<input type="text" value="0"/>
9 The number of investigated complaints resulting in a determination that there was a breach in which the council's decision was overturned following a review by the Office	<input type="text" value="0"/>

Submitted to Council: 28 October 2015

..... General Manager Mayor



Ref: WO/2015/01959

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

Item 9:

Management Review Reports

Submitted to Council: 28 October 2015

..... General Manager Mayor



FINANCE AND ADMINISTRATION

1. Librarian's Report:

No report was submitted due to the Librarian being on extended leave.

Donna Garrad
Librarian

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

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

	<u>2015</u>	<u>2014</u>
General	\$3,628,287.67	\$ 1,616,373.90
Interest Earned (YTD)	\$ 14,163.58	\$ 7,629.71

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

3. Investments (Local Government (Financial Management) Regulation 1993, Clause 19 (3) (A) For September 2015

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

Overdraft Limit

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

Jack O'Hara
GENERAL MANAGER

Submitted to Council: 28 October 2015

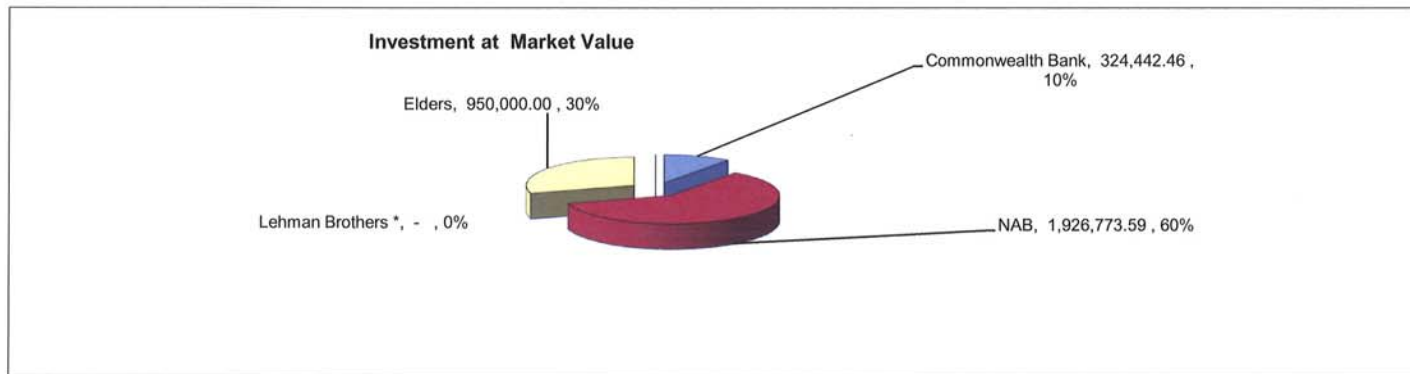
..... General Manager Mayor



REGISTER OF INVESTMENTS TO 30/09/2015

Institution	Type	Placement Date	Term (Days)	Maturity Date	Rate	Est. Interest	YTD Interest	Amount Invested	YTD Redemption	Est. Market Value At 30/09/15	Estimated Loss CDO and FRN	Actual Loss CDO and FRN	MV % of Portfolio	
Commonwealth Bank	Term Deposit	17/05/2015	240	17-Jan-16	3.05%	6506.63	0.00	324,442.46	-	324,442.46	0.00	0.00	10.13%	
National Australia Bank	Term Deposit	17/09/2015	180	17-Mar-16	2.95%	13882.96	4290.42	954,290.42	-	954,290.42	0.00	0.00	29.81%	
Elders Rural Bank	Term Deposit	28/08/2015	180	28-Feb-16	2.85%	13352.05	14839.52	950,000.00	-	950,000.00	0.00	0.00	29.68%	
National Australia Bank	Term Deposit	9/09/2015	180	09-Mar-16	2.90%	13907.84	6904.55	972,483.17	-	972,483.17	0.00	0.00	30.38%	
						47,649	26034.49	3,201,216.05	-	3,201,216.05	0.00	0.00	100.00%	
Lehman Brothers														
		Prior to												
Morgan Stanley	CDO	30/06/2009	365	20/06/2015	4.20%	-	0.00	12,000.00	12,000.00	-	0.00	0.00	0.00%	
						-	-	12,000.00	12,000.00	-	0.00	0.00	0.00%	
grand totals								26,034.49	3,213,216.05	12,000.00	3,201,216.05	0.00	0.00	100.00%

Capital Value of Portfolio	3,213,216.05
Redeemed Value of Portfolio	12,000.00
Market Value of Portfolio 30/09/15	3,201,216.05
Estimated Profit/(Loss) 30/09/15	0.00



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 John O'Hara (Responsible Accounting Officer)

Submitted to Council: 28 October 2015
 General Manager Mayor



4. Work, Health & Safety

During the month of September Council has recorded one (1) incident within the workplace.

1 x vehicle incident – no injuries were sustained and only minor damage to the vehicle was recorded.

5. Tourism Report

September 2015

Walcha Mountain Festival

The Walcha Mountain Festival, held last weekend, was a great success this year. Definitely the best festival since I have been working for Walcha Tourism. Langford as a location definitely made a difference (this is the second year it has been held at Langford) and I feel momentum had built on last years successes. We estimated (through the gold coin entry fee) that over 700 people attended the Festival on Sunday, last year we estimated around the 500 person mark and when it was up at the showground there were some very weak years where I recall us estimating around 250 people being in attendance. The Quilt Exhibition was a great addition to the day presumably attracting many people in its own right. Mountain Bike ride registrations were around 125, similar to last year. Road Ride registrations nearly doubled at 60 riders, comparative to 35 last year. TAS brought 26 of those riders. I have spoken to Jim Pennington, the TAS PE teacher and he said the students loved the ride, so hopefully TAS will be a regular attendee in the coming years. Long Lunch numbers were down from 65 last year to 44 this year, our thoughts at this stage are to just run that as a stall (café style) as we spent a fair bit of funds on specifically promoting the Long Lunch. The Rock Climbing wall was a fabulous addition with big and little kids and even adults having a go and it definitely added to the day in general.

The only negative that I can think of on the day was that Westpac Rescue Helicopter Service support group started packing up their marquee about 1.5 hours before the end of the festival, this started a bit of a domino effect with others packing up. Lisa and I had to run around and ask them to please not pack up. We will stipulate in next years stall holder registration forms that you have to be operational for the whole of the festival hours.

Walcha Farmers Markets

Were bigger and better this month with many new stall holders and bigger crowds perhaps due to the Mountain Festival, Road Ride and Billy Cart Derby.

Bauer DNSW – Motorcycle campaign update

With this ongoing campaign we have had fabulous exposure through print media, television, Facebook and Instagram. Please find attached the PowerPoint presentation Bauer have sent to us as an overview of the campaign.

Susie Crawford
Walcha Tourism Manager

Submitted to Council: 28 October 2015

..... General Manager Mayor



ENGINEERING SERVICES

6. Wages & Overtime Summary

<u>Pay Period</u>	<u>Week Ending</u>	<u>Overtime Hours</u>	<u>Amount (\$)</u>
14	27/09/2015	52.25	\$2,496.03
15	04/10/2015	34.75	1,553.57
16	11/10/2015	79.25	3,808.56
TOTAL		166.25	\$7,858.16

7. Water Matters

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

- ❖ Monthly Usage – 13.06 Megalitres (5 week month)
- ❖ Daily Usage – 421 Kilolitres
- ❖ Usage per person/day – 252 Litres

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

8. Shire Roads Maintenance

The following maintenance activities occurred during the period from 11 September 2015 – 11 October 2015:

Gravel Surface:

The following roads received maintenance grading during this period:

- ❖ Aerodrome Road
- ❖ Brooklyn Road
- ❖ Brackendale Road
- ❖ Campfire Road
- ❖ Chinooks Road
- ❖ Echo Point Road
- ❖ Gills Road
- ❖ Lockyers Lane
- ❖ Logie Road
- ❖ Nugetty Gully Road
- ❖ Pine Hills Road
- ❖ Riverside Road
- ❖ Rowleys Creek Road
- ❖ Tops Road
- ❖ Wild Cattle Creek Road
- ❖ Woolbrook Streets

Rural Addressing:

The following roads had rural addressing signs installed:

- ❖ Niangala Road
- ❖ Queens Cairn Road
- ❖ Reedy Creek Road
- ❖ Springvale Road
- ❖ Thunderbolts Way

Submitted to Council: 28 October 2015

..... General Manager Mayor



Pothole Patching:

Pothole patching occurred on Back Woolbrook Road.

Tree Removal:

Trees were removed on Woolbrook Road.

State Highway 11:

- ❖ Delivery of aggregate for the local and state reseals has begun. Reseals on state and local roads will begin in November.
- ❖ Works proposal and quality documentation for “Nowendoc Rehabilitation” has been submitted to the RMS. Nowendoc Rehabilitation is to occur on the Oxley Highway adjacent to the Brackendale Road turnoff.
- ❖ Maintenance:
 - ◆ Pothole Patching.
 - ◆ Repairing road edges.
 - ◆ Vegetation maintenance.

Regional Roads:

- ❖ The “Yerrawun” rehabilitation has commenced and is nearing completion. This project continues to be on schedule.
- ❖ Maintenance:
 - ◆ Pothole Patching.
 - ◆ Vegetation maintenance.

Works In Town:

- ❖ Tree and garden maintenance.
- ❖ The Depot shed has been completed.
- ❖ Pool maintenance has begun for the impending season.

Proposed Works for the Coming Period:

Shire Roads:

- ❖ Vegetation maintenance on sealed roads will be completed.
- ❖ Bypass tracks for the bridge replacement program will be installed.
- ❖ Replacement of the Campfire Road bridge with 900mm pipes will begin on 21 October and will be completed by COB 22 October.

State Highway 11:

- ❖ The State reseal program will commence in early November and will continue for approximately 2 weeks.
- ❖ The “Nowendoc Rehabilitation” will commence on 2 November and will continue for approximately 6 weeks.
- ❖ Maintenance:
 - ◆ Further drainage works
 - ◆ Crack Sealing
 - ◆ Pothole Patching
 - ◆ Culvert Cleaning



Regional Roads:

- ❖ The “Yerrawun” rehabilitation will be completed during the week of 26 October with Fulton Hogan booked in to complete the primer seal.
- ❖ Regional reseals and final seals will begin in early November.

Works In Town:

- ❖ Tree and garden maintenance.
- ❖ Pool Maintenance and planned upgrades to the hypochlorite reticulation and safety signage will occur.
- ❖ Footpath Maintenance.

Dylan Reeves
Works Manager

Submitted to Council: 28 October 2015

..... General Manager Mayor



ENVIRONMENTAL SERVICES

9. Development

Development Approvals and Refusals for September 2015

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

Development Applications

Approvals:

DA No.	Description	Location	Applicant	Determined	Determination
10.2015.21	Subdivision of land	111W Fitzroy St, Walcha	V J Gordon	7/09/2015	Granted (under delegation)
10.2015.20	Workshop / storage shed	116N Towers St, Walcha	R J Latham	9/09/2015	Granted (under delegation)
10.2015.19	Subdivision of land	226W Hill St, Walcha	V P Mullins	7/09/2015	Granted (under delegation)

Monthly Estimated Value of Approvals: \$130,000.00

Refusals:

DA No.	Description	Location	Applicant	Determined	Determination
Nil					

Development Applications Outstanding

DA No.	Description	Location	Applicant	Status
10.2015.22	Single dwelling alterations & additions	332 Oxley Hwy, Walcha	G L Woodward	Under assessment
10.2015.23	Subdivision of land	111E Jamieson St, Walcha	Unit 24 Pty Ltd	Under assessment
10.2015.24	Single new dwelling	35 Church St, Woolbrook	H Greenwood	On notification

Total: 3

Construction Certificates

Approvals:

CC No.	Description	Location	Applicant	Determined	Determination
11.2015.15	Shed	19W Churchill St, Walcha	G A Dick	22/09/2015	Issued
11.2015.8	Single dwelling alterations & additions	167W Evans St, Walcha	J A Payne	16/09/2015	Issued

Issued by Private Certifier

Submitted to Council: 28 October 2015

..... General Manager Mayor



CC No.	Description	Location	Applicant	Determined	Determination
Nil					
Monthly Estimated Value of Approvals: \$93,000.00					

Construction Certificates Outstanding				
CC No.	Description	Location	Applicant	Status
11.2015.14	Single dwelling alterations & additions	332 Oxley Hwy, Walcha	G L Woodward	Under assessment
				Total: 1

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

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

s149 Planning Certificates

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

Section 149 Planning Certificates Completed	
2014-2015	2015-2016 YTD
126	38

It is worth noting that there were a total of 21 s149 Planning Certificates issued in September 2015, that is an increase of 15 from August 2015 and double the average per month for the 2014-2015 year.

10. Environment

Environmental & Public Health Complaints

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

- *Companion Animals Act 1998* e.g. dogs not under effective control & nuisance dogs (barking),

Submitted to Council: 28 October 2015

..... General Manager Mayor



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

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

Environmental Services Complaints September 2015		
Other animal	1	2 peacocks straying
Food Premises	1	Hygiene of food premises dining area
Accumulation of waste	1	Residential property
Street trees	1	Essential Energy unsuitable lopping of street trees

Tree Management Applications

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

Tree Management Applications 2015/2016				
	Approved - Delegation	Approved - Council	Refused	Undetermined
July	1	0	0	2
August	0	0	0	4
September	3	0	0	1

11. Public Health

Immunisation Clinic

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

Immunisation Records 2015/2016	
July	3
August	3
September	1

Food Premises Surveillance

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

For information purposes a summary of the food surveillance activities undertaken for the 2015/2016 as at 30 September 2015 is provided.

Submitted to Council: 28 October 2015

..... General Manager Mayor



Food Premises Surveillance 2015/2016				
Category	Number of Premises	Inspections Conducted	Re-inspections Required	Re-inspections Conducted
High Risk	26	1	1	0
Medium Risk	7	0	0	0
Low Risk	6	0	0	0
Mobile	2	0	0	0
Temporary	2	0	0	0

12. 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 2015/2016						
	Desexed	Non desexed	Pensioner desexed	Recognised breeder	Working	Value \$
Jul	1	2	1	0	0	\$457.00

Companion Animals Seizures 2015/2016						
	Seized	Surrendered	Released	Rehomed	Euthanased	Stolen
Jul	3	0	3	0	0	0
Aug	5	1	3	1	1	0
Sep	1	1	0	1	0	0

13. Walcha Council Community Care

September 2015 Report

Groups

Women's Group and Wanderer's Group

2 September 2015 – 19 clients from the Women's Group and the Wanderer's Group attended morning tea at the Community Day Centre Rooms.

9 September 2015 – the Wanderers Group enjoyed morning tea at the Community Day Centre Rooms. The morning consisted of craft and game activities. The group participated in a game of bean bag toss.

Submitted to Council: 28 October 2015

..... General Manager Mayor



16 September 2015 – 20 members from the Women’s and Wanderer’s Group came along to the “Tea Time” themed day in the Community Day Centre Rooms. The day was full of laughs while doing quizzes and other fun activities. The group bought along some of their special teapots and cups to make up a wonderful display with some very unusual and beautiful pieces making up the display. The highlight of the day was Stephanie Bath and her Body Shop products in which the green tea range was used to pamper the ladies with a lovely hand massage.

23 September 2015 – the Wanderer’s Group travelled to Nundle for the day where they visited the Gold Mine and other tourist destinations.

Men’s Group

8 September 2015 – 18 gentlemen attended morning tea at the Community Day Centre Rooms. Ron Denham provided a great photo display of his recent trip to Africa in which everyone felt like they had also tagged along by the completion of the slides.

22 September 2015 – 27 gentlemen attended a mystery trip for the day. There was much excitement and anticipation as the men all climbed aboard the bus about what and where could possibly be planned for the trip. Leaving the car park we headed east along the road to Blue Mountain, eventually arriving at Gostwyck where we stopped for morning tea. Continuing further into Armidale and then taking the Castledoyle Road to call into the Blue Hole Picnic Area in the Oxley Wild Rivers National Park. The group enjoyed strolling around the picnic area and watching the abundant bird life in and around the water. We then travelled into Armidale for lunch at the Armidale Bowling Club. The group all had a fantastic day and many of them made the comment “they had never been along the roads that were taken along the way”.



Transport - September

Medical drives– 11 clients utilized the service with 20 trips to medical appointments.

Access bus – 6 clients used the service making 33 trips for the month.

Submitted to Council: 28 October 2015

..... General Manager Mayor



Bus to Tamworth – 10 clients used the service on 25 September 2015.

Bus to Armidale numbers were as follows:

- ◆ 1 September 2015 – 5 clients – Walcha Service
- ◆ 8 September 2015 – 8 clients – Walcha Service
- ◆ 15 September 2015 – 8 clients – Walcha Service
- ◆ 22 September 2015 – 5 clients – Walcha Service
- ◆ 29 September 2015 – 6 clients – Walcha Service

Meals on Wheels

10 clients received 179 meals.

Rural and Remote Exercise Groups

5 clients attended the exercise groups at Niangala.

8 clients attended the exercise groups at Nowendoc.

Brain Training

14 clients have attended the Brain Training Program in the Community Day Centre Rooms every Monday. The program began on 21 September and has been brain challenging for those people participating as well as having a lot of fun while completing the variety of quizzes, puzzles and other activities.

Feedback and Complaints

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

Meetings and Training

3 September – Foodies Forum held at Barraba.

10 September – Dementia support group get together held in the Community Day Centre Rooms.

17 September – Disability Forum held in Tamworth with presenters from Disability safe, The National disability Insurance Agency and Family and Community services.

18 September – Mental Health Community Workshop held in the Community Day Centre Rooms for volunteers and the wider community to attend.

24 September – Community Information and Awareness day at the street stall shelter for Dementia Awareness Month.

Catherine Noon
Community Care Coordinator

RECOMMENDATION: that items included in the Management Review Report, numbered 1 to 13 inclusive, be NOTED by Council.

Submitted to Council: 28 October 2015

..... General Manager Mayor



Committee Reports

Submitted to Council: 28 October 2015

..... General Manager Mayor

MINUTES OF THE MEETING OF THE WALCHA PRESCHOOL ADVISORY COMMITTEE MEETING HELD AT THE WALCHA PRESCHOOL ON MONDAY 13 OCTOBER 2015

Page 57

PRESENT: Karen Kermode (Chairperson), Zoe Herbert, Lucie Street, & Lisa Patterson-Kane

IN ATTENDANCE: Nil

APOLOGIES: Clr Clint Lyon, Anna Mulligan and Stacey Miller

CONFIRMATION OF THE MINUTES OF THE MEETING HELD ON 25 AUGUST 2015

The minutes were circulated and **ADOPTED** as a true record of the meeting.

BUSINESS ARISING:

There was no business arising.

FINANCIAL REPORT

A full financial report was presented to the Committee and **ADOPTED** by the Committee.

NOMINATED SUPERVISORS REPORT:

A written report was provided by the Nominated Supervisor to the Committee.

It highlighted the following:

- Bus numbers are stable
- Extended hours numbers are stable, with Tuesday and Wednesday the busiest days.
- Emma will commence maternity leave after 23 October 2015.
- Three children are receiving PDSP funding.
- A group of Armidale, Uralla and Walcha Preschools have written to the local members to highlight the concerns for our area. Copy of letter attached.
- In-house professional development has been booked for 2 & 16 November 2015.

GENERAL BUSINESS:

6.1 Setting of Fees

The Committee was happy with the fee structure proposed. However they feel that the Local Aboriginal community should be consulted regarding the increase in fees. It was suggested that Natasha take the fees to the next Aboriginal Community Meeting.

MINUTES OF THE MEETING OF THE WALCHA PRESCHOOL ADVISORY COMMITTEE MEETING HELD AT THE WALCHA PRESCHOOL ON MONDAY 13 OCTOBER 2015

The Committee **RECOMMENDED** that Council **ADOPT** the proposal to set fees as \$28.00 per day, \$14.00 for HCC holders and to consult with the Aboriginal community regarding the increase proposed for the ATSI fee of \$14.00.

6.2 Committee Membership

Lucie Street would like to stay on the Committee for a further 2 years. Stacey Miller did not indicate that she would like to stay on the Committee.

The committee **RECOMMENDS** that Council **appoint** Lucie Street to the **Preschool Advisory Committee** for a further 2 years, and that **nominations** for a committee member be advertised in February 2016.

6.3 Community Preschool Outreach Grant

The Committee supports the decision to implement the following initiative under the Community Preschool Outreach Grant.

- Providing IT skill training to preschool staff to increase the online presence of the preschool.

This is the last Committee Meeting for 2016, and as such the next meeting date has not been set.

THERE BEING NO FURTHER BUSINESS THE CHAIRPERSON CLOSED THE MEETING AT 4:40 PM.

CONFIRMED: _____ (Signature of Chairperson)

DATE: ___/___/___

Addendum to Minutes:

The Aboriginal Community Meeting was held on 16th October 2015 and they discussed the fee increase. Although they are understanding of the need to increase the ATSI fee, they would prefer smaller increases over a two year period. Currently the Fee is \$7.00 and Management recommends the fee be set at \$10.00

MINUTES OF THE MEETING OF THE WALCHA PRESCHOOL ADVISORY COMMITTEE MEETING HELD AT THE WALCHA PRESCHOOL ON MONDAY 13 OCTOBER 2015



Armidale, Uralla and Walcha Community of Preschools



Dear Mr Anderson,

Preschools in the Armidale, Uralla and Walcha Shires would like to bring to your attention our concerns in relation to the NSW State Government' s PFM which has been imposed on our services. In particular the removal of funding from non-equity 3 year olds. We believe that this model works against the provision of EC education and is based on the needs of children in metropolitan areas which does not reflect those of regional/rural NSW.



Services in this area can clearly demonstrate that we are enrolling all children available in the year before school. We do not have waiting lists and rely on the enrolment of 3 year olds to remain financially viable. We also believe that two years of quality preschool education is vital to achieve outcomes in the EYLF as well as laying foundations for future learning. Research supports this claim.



Adventureland Preschool Inc.

Many of our preschools are involved in the operational support program designed to assist services maximise funding and enrolments under the PFM. This has involved an exorbitant amount of tax payers money, with three separate organisations tasked to help preschools fix what was never broken. We are writing business and strategic plans, developing 3 year budgets and spending far too much time away from our work with children.



Uralla Preschool Kindergarten Inc

At the end of the day, our demographics will not change, our fees will increase and we will not be affordable for many families.

We would welcome the opportunity to further discuss the preschool funding model with you and we look forward to your response to our concerns.

Please send any correspondence to the following address:

127 Allingham St
Armidale, NSW, 2350

Yours sincerely,

The Armidale and Uralla Community of Preschools

- Jo McDermott - Dummond Park Preschool
- Sarah Grant - St Peter's Preschool
- Meg Fisher - Uralla Preschool
- Sue Motley - Armidale Community Preschool
- Zoe Herbert - Walcha Preschool
- Aleasha Thomas - Adventure Land Preschool



Delegate Reports

Submitted to Council: 28 October 2015

..... General Manager Mayor



Item:	11.1	Ref: WO/2015/01990
Title:	New England Public Libraries Zone Committee Meeting Minutes held at South West Rocks on 10 September 2015	
Author:	Clr Heazlett	
Previous Items:	Not Applicable	
Attachment:	No	

ANNUAL MEETING

Linda Gill: Chairperson; Chris Jones: Secretary; Bill: Vice president

Apologies: Many

President's Report - Thanks to executive & Chris Jones; thanks to Librarians - Refurbished libraries & New libraries planned. Libraries enter into partnerships with groups in communities. eg. Brain training at Gunnedah; Libraries are people places; suggestion for ordering books for the library. Online - moving rapidly, most offering support for locals to be trained online eg Tech Savvy Seniors; websites, many up and running; Gunnedah library received an award. Events – many Libraries becoming places to use imagination- makerspaces, school activities All Executive positions returned unchanged.

ORDINARY MEETING

Executive Report – not presented as a written report.

NSWPLA - is to endeavour to obtain the names of all Councillor representatives so that they can be contacted for support of library activities. (particularly money from the S.G.& library service innovations)

The executive has been asked to pursue access to the National Library collection, based on the successful NSW State library model. A response is expected soon.

Endeavours are being made to get the Annual meeting changed. It is now held the morning after the annual conference, making it an extra day. Possible change in 2016. A request to change for documentation to be e-mailed instead of paper copies.

STATE LIBRARY REPORT

STRUCTURE: A new division has been set up in the State library, the "Public Libraries and Engagement division." This incorporates services, LIAC/Drug info and NSW.net, commercial activities, research development and State Library Foundation. The purpose is to provide strategic advice and services.

Submitted to Council: 28 October 2015

..... General Manager Mayor



This is Library "operational" but needs a watching brief that it delivers top service.

PUBLIC LIBRARY STATISTICS: Show importance of each library

Public visits to libraries up 30% to 35million in 2013/14. Loans only up 5% to 45million over this time.

Internet use - Library website visits grew by 3million to 10million between 2013/14. WiFi increased internet bookings to 7.8million [a doubling in 5 years]. ebook loans @ 1% of borrowings doubled last year.

Expenditure by Councils increased by \$8million in 2013/14 to \$352million. S.G. expenditure stuck at \$24million

CONDUIT - A program to give log to all providing access to statistics; only one year of data put in so far; Living learning libraries measures can be tracked, brings the information together; Brings all statistical data to the screen What is the value of this? What can we get out of this? Shows council statistics!!! Log in only access. Data - faster in being usable. Probably the biggest use for Councils will be immediate comparisons with other similar Councils. An enhancement of the present system at a lower cost.

BOOKENDS SCENARIOS: developed in 2009 to consider trends in Library services [**information** availability; **communication technologies**; How libraries **valued**]. Result, internet usage has doubled in 4 years. Libraries are being used in new ways. [Pt. Mcquarie - imaginarium]

GARDENING EPHEMERA: Can be sent to the State Library - to end of December.

REGIONAL LIBRARY MODELS: Still being looked at. When will grants be available? Unknown, waiting for the minister.

NSW PLA REPORT: To be sent out to us. Some matters raised. **SOME ISSUES:** Management meetings should be combined with or before these meetings? Lack of elected representatives attending these meetings? Suggest as there are 2 of these meetings a year that one of them should be by internet provision? (investigate and act).



MEETING

Held at

Moree Plains Shire Council

Thursday 1 October 2015 commencing at 9.30pm

MINUTES

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

Uralla Shire Council

Cr Mick Pearce, Mayor and Damien Connor, General Manager

Department of Premier & Cabinet

Alison McGaffin, Regional Coordinator
Lisa Roberts

Regional Development Australian Northern Inland

Russell Stewart, Chairperson and Ian Lobsey, Board Member

State Member for Northern Tablelands

The State Member for Northern Tablelands, Adam Marshall MP, attended the Meeting at 11.00am.

1 REGIONAL GOVERNANCE**1.1 APOLOGIES**

Apologies were announced as having been received from Cr Janelle Archdale, Mayor, Walcha Council, Lester Rodgers, General Manager, Moree Plains Shire Council, Paul Bennett, General Manager, Tamworth Regional Council, Max Eastcott, General Manager, Gwydir Shire Council.

Declaration of Interest

Nil

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

Moved Cr Coulton, Gwydir and seconded Cr Bolton, Narrabri

115/15 RESOLVED

That the Minutes of the Meeting of Namoi Councils held on 3 September 2015, copies of which were circulated to all members, be taken as read and confirmed as a correct record of the proceedings of the Meeting.

1.3 BUSINESS ARISING FROM THE MINUTES

Nil

1.4 OUTSTANDING ACTION LIST 27**MOTION**

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

116/15 RESOLVED

That Outstanding Action List 27 be received and noted.

1.5 FINANCE REPORT

MOTION

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

117/15 RESOLVED

That the Finance Reports for the months of July and August 2015 be received and noted.

2 REGIONAL ADVOCACY

2.1 MURRAY DARLING ASSOCIATION INC

Cr Hasler informed the Meeting that through the Executive Officer, an invitation had been extended to Emma Bradbury, Chief Executive Officer, Murray Darling Association Inc (MDA) to attend the next Board Meeting of the Namoi Councils Joint Organisation to be held at Narrabri Shire Council Chambers on Thursday 29 October to deliver a presentation on issues current to the MDA.

2.2 REGIONAL MEDIA ISSUES

Nil

2.3 MEDIA RELEASES ISSUED

The Board noted the issue of a Media Release in respect of Narrabri Shire Council securing State and Federal Government funding for a Narrabri based strategic alliance with CSIRO and the Gas Industry Social Environment Research Alliance (GISERA) to expand research on the social and environmental impacts of the onshore gas industry.

2.4 OUTWARD CORRESPONDENCE

MOTION

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

118/15 RESOLVED

That Outward Correspondence Items 2.4.1 to 2.4.4 be noted

2.5 INWARD CORRESPONDENCE

MOTION

Moved Cr Bolton, Narrabri and seconded Cr Hasler, Gunnedah

119/15 RESOLVED

- (i) That Inward Correspondence Items 2.5.2, 2.5.3 and 2.5.4 be received and noted
- (ii) That in respect of Inward Correspondence Items 2.5.1 from Moree Plains Shire Council, the Namoi Council's "Open for Business" Statement be amended to record that a qualification and exception exists in relation mineral resource development and that it is the policy position of Moree Plains Shire Council that the Council has a long held moratorium against the exploration and development of coal seam gas within the boundaries of the Shire of Moree Plains.

3 INTERGOVERNMENTAL COLLABORATION

3.1 MEMBER FOR NORTHERN TABLELANDS, ADAM MARSHALL MP

The Member for Northern Tablelands, Adam Marshall MP, addressed the Board in relation to the following matters and issues:

- The work so far of the Namoi Councils Pilot JO is commended in building a flexible and pragmatic Joint Organisation model for recommendation to the Minister for Local Government.
- The Minister for Local Government and all NSW Councils are awaiting the release of the IPART “Fit for the Future” Report which is due to be released in mid to late October 2015.
- The IPART Report will be handed to the NSW Government in the first instance, will then be submitted to State Cabinet and thereafter, released to Parliament and made public.
- The NSW Local Government Elections will proceed in September 2016 as planned.
- A meeting has been held with the Minister for Local Government in relation to Councils located within the Northern Tablelands Electorate to record support for all Councils remaining as stand-alone Councils and that Guyra Shire Council become a “rural council” in the context of recommendations from the NSW Independent Local Government Review Panel.
- It is anticipated that there will be major changes in the local government boundaries of the Sydney Metropolitan Area. Boundary reform is anticipated in respect of councils located within the southern NSW.
- Joint Organisations are a major reform of the NSW Local Government Reform Package.
- The Australian Energy Regulator (AER) determination of Essential Energy 5 year income and expenditure bids will result in significant job losses in regional NSW with 700 staff to be made redundant in Phase 1 of the downsizing of Essential Energy.
- Cr Coulton requested the Member for Northern Tablelands to invite the NSW Premier to the Region.

MOTION

Moved Cr Hasler, Gunnedah and seconded Cr Bolton, Narrabri

120/15 RESOLVED

That the address by the Member for Northern Tablelands, Adam Marshall MP, be received and noted.

3.2 NSW DEPARTMENT OF PREMIER & CABINET, REGIONAL COORDINATOR, ALISON MCGAFFIN

The NSW Department of Premier & Cabinet Regional Coordinator, Alison McGaffin, addressed the Board in relation to the following matters and issues:

- The State Plan had been replaced by “*NSW Making It Happen*” containing the Premier’s Priorities and Reforms to grow the NSW economy, deliver infrastructure, improve health, education and other services across NSW.
- Parliamentary Secretary for Regional and Rural Health and Western NSW, Sarah Mitchell MLC, will be attending the next Regional Leadership Group scheduled to be held on 4 November next.
- Ms Lisa Roberts, recently appointed to the New England North West Regional Office of Department of Premier & Cabinet was introduced to the Board.

MOTION

Moved Cr Hasler, Gunnedah and seconded Cr Bolton, Narrabri

121/15 RESOLVED

That the address by the Department of Premier & Cabinet Regional Coordinator, Alison McGaffin, be received and noted.

3.3 PILOT JOINT ORGANISATION UPDATE

MOTION

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

122/15 RESOLVED

That the Namoi Councils Pilot Joint Organisation Update Report be received and that Namoi Councils record its support for the proposals within the “*Joint Organisations Emerging Directions Paper*” with the following exceptions:

- (i) the Mayor, or in the absence and inability of the Mayor to attend meetings, the Mayor’s delegate, be the appointed representative of Joint Organisation full member Councils; and
- (ii) consensus among Joint Organisation member Councils be the basis for a decision to be made but that no objection be raised in respect of a voting majority of 75% of the Joint Organisation membership being required for a decision to be made so as to support consensus and recognise the importance of regional-scale decision and ensure stable and consistent regional collaboration, leadership and advocacy reflecting widespread regional views.

4 REGIONAL STRATEGIC PLANNING AND PRIORITISATION

4.1 GENERAL MANAGER ADVISORY COMMITTEE (GMAC) MEETING REPORT – 22 SEPTEMBER 2015

MOTION

Moved Cr Bolton, Narrabri and seconded Cr Hope, Liverpool Plains

123/15 **RESOLVED**

Outstanding Action List 27

1. That if Board decisions remain outstanding in respect of advocacy to State Ministers, the JO Chair seek a meeting with Deputy Premier to discuss the outstanding issues.
2. That a letter to be written to the Premier reporting Ministerial lack of response to Namoi Councils Joint Organisation representations and include positive developments arising from the Namoi Councils Joint Organisation Pilot process.

Regional Strategic Priority:

Namoi Regional Investment Prospectus

Sponsor: **Tamworth Regional Council**

That advice is being awaited in respect of the outcomes of a meeting with Industry Skills and Regional Development for a partnership with Regional Development Australia Northern Inland to develop a regional investment prospectus.

Regional Strategic Priority:

MR 357 Rangari Road

Sponsor: **Gunnedah Shire Council**

Joint Organisations Emerging Directions Paper and finalisation of Preferred JO Model

1. That the Draft Namoi Councils *Preferred JO Model Workshop Paper* be tabled at the JO Board Meeting held on 1 October 2015 for initial review and inclusion of any amendments arising from the Board's review.
2. That the *Workshop Paper* be referred to all JO Council members to allow relevant discussion and input from all councillors and referral of comments and input to the JO Board Meeting scheduled to be held on 29 October 2015.
3. That Namoi Councils Preferred JO Model be finalised and adopted at the JO Board Meeting scheduled to be held on 29 October 2015 for submission to the Office of Local Government by the end of November.

4.2 REGIONAL PLANNING GROUP MEETING REPORT – 15 SEPTEMBER 2015

MOTION

Moved Cr Bolton, Narrabri and seconded Cr Hope, Liverpool Plains

124/15 **RESOLVED**

Regional Waste Management Facilities

That the NIRW presentation be noted and that a profile of the different waste streams of member Councils be compiled as base line data for consideration of the feasibility of a Regional Waste Facility.

Namoi Regional Statement of the Environment Report

That the Executive Officer be requested to compile a list of the key environmental issues, and actions for environmental protection and enhancement, contained within all member Councils Community Strategic Plans, for review and consideration whether there is merit in a Project to create alignment, consistency in and synergy in regional environmental management and biodiversity.

4.3 INQUIRY INTO REGIONAL PLANNING PROCESSES IN NSW

MOTION

Moved Cr Humphries, Moree Plains and seconded Cr Hasler, Gunnedah

125/15 **RESOLVED**

That the Namoi Councils make a submission to the Inquiry into Regional Planning Processes and request that a public hearing of the Inquiry be held within the Namoi Region.

4.4 REGIONAL INFRASTRUCTURE PRIORITIES

MOTION

Moved Cr Coulton, Gwydir and seconded Cr Hasler, Gunnedah

126/15 **RESOLVED**

That the Namoi Councils Regional Infrastructure Plan be reviewed at the February 2016 Board Meeting and include infrastructure priorities from Gwydir and Moree LGAs and ensure infrastructure priorities continue to remain relevant.

5 NAMOI COUNCILS SHARED SERVICES

Nil

6 GENERAL BUSINESS

Nil to record

7 DATE AND VENUE FOR NEXT NAMOI COUNCILS BOARD MEETING

Date: Thursday 29 October 2015 commencing at 9.30am

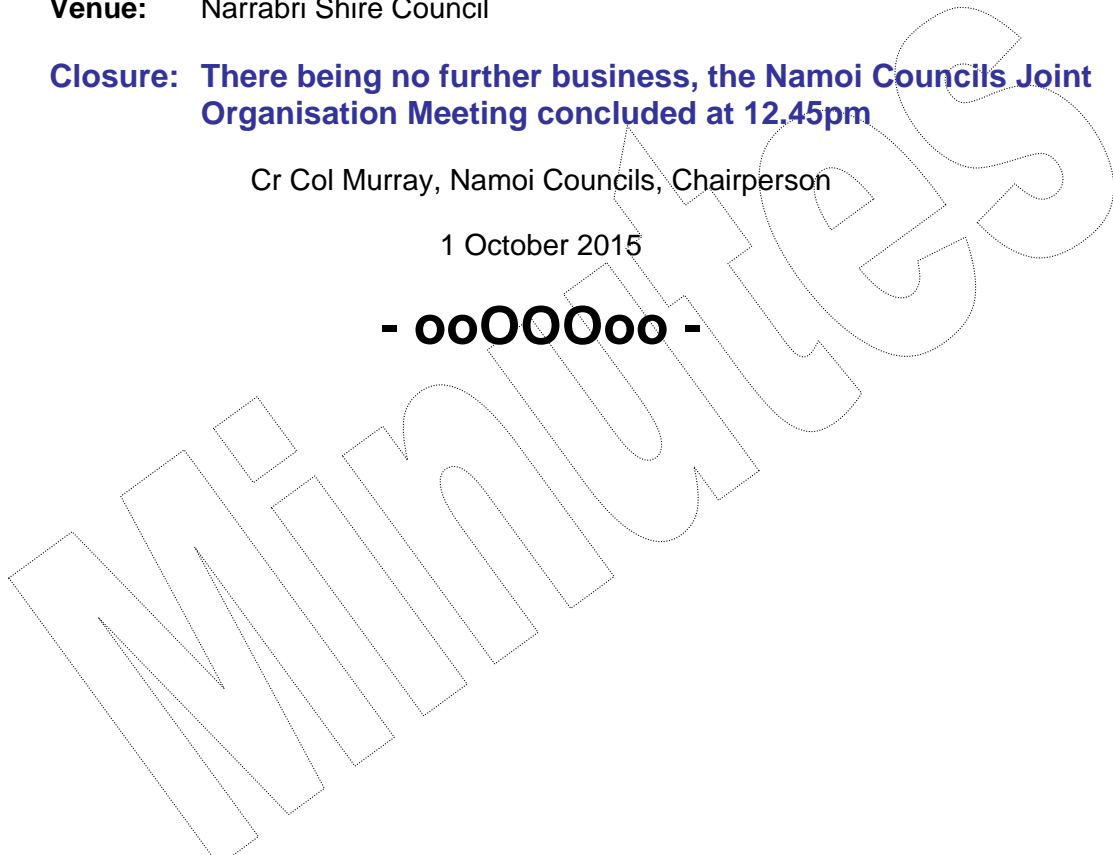
Venue: Narrabri Shire Council

Closure: There being no further business, the Namoi Councils Joint Organisation Meeting concluded at 12.45pm

Cr Col Murray, Namoi Councils, Chairperson

1 October 2015

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Fit for the Future

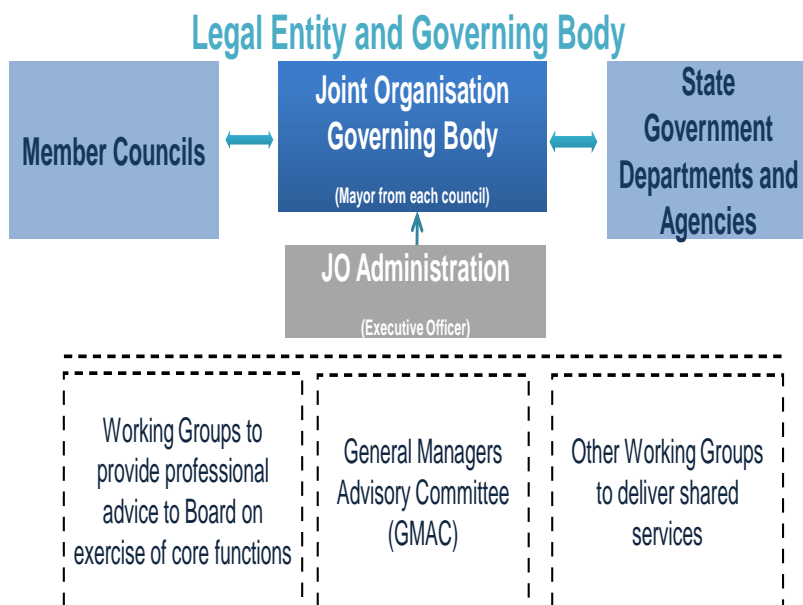


Members: Gunnedah Shire Council, Liverpool Plains Shire Council, Narrabri Shire Council, Tamworth Regional Council, Uralla Shire Council and Walcha Council

Associate Member: Uralla Shire Council

Working together to increase the effectiveness and sustainability of Local Government

NamoI Councils Preferred Joint Organisation Model



JO Governing Body Key Features	JO Governance Key Features
<ul style="list-style-type: none"> • Chair • Council Membership • JO Core Functions • JO non-core functions (discretionary) • Role of GMs - GMAC • Decisions on core functions binding • Decisions on non-core functions (shared services) based on “buy-in” of participating member Councils 	<ul style="list-style-type: none"> • JO enabled through Local Government Act • JO Corporate Body under LG Act • Mandated minimum governance standards • Equality of Voting • Mayor to represent member Council • Meeting attendance fees • Member obligations consistent with councillors • Suitably skilled/qualified Executive Officer • Not a 4th tier of Government

1. Joint Organisation Legal Entity and Powers

Joint Organisation (JO) enabled wholly under the Local Government Act as bodies corporate providing flexibility for the JO to operate and carry out core functions and regionally defined non-core optional functions either directly, or through other arrangements.

All statutory requirements including core functions, non-core functions, mandatory council membership requirements, mayor or the mayor's delegate representing member councils, equality of voting, role of the governing body, decisions binding on member councils in respect of core functions, including governance, reporting and staffing requirements provided for within the Local Government Act framework.

Enable significant strategic projects and initiatives, and associated funding and assets, to be managed regionally by JO as determined and directed by member Councils.

JO functions, legal status and collaborative relationship between State and Local Government embedded in other relevant State Government legislation.

JO as legal entity enabled to employ staff, manage contracts and undertake regulatory functions, as determined and directed by member councils.

JO enabled to serve the best interests of the Region and be directly accountable to member Councils through the JO Governing Body.

JO legislation to embed a direct nexus between the NSW Government Regional Priorities Regional Plans and Joint Organisation Regional Strategic Plans

2. JO legitimacy for key partnership role played in regional strategic planning and prioritisation

Joint Organisation Core Functions



Regional Strategic Planning and Prioritisation
Intergovernmental Collaboration and Engagement
Regional Leadership and Advocacy.



JO decisions binding on member Councils in respect of the exercise of core functions

3. Joint Organisation Non-Core Functions

JO enabled, under legislation, to undertake a range of regionally defined non-core optional functions, such as strategic capacity building and shared service delivery to member councils and the community, as determined and directed by member councils through the JO governing body.

Participation in non-core discretionary functions not compulsory.

Participation in shared services based on sound business case identifying costs, value and benefits to member Councils.

Councils may opt in or opt out of shared services

Preservation of section 358 of Local Government Act 1993 to enable a council, or a group of councils, to obtain ministerial consent to establish a corporation or other separate legal entity wholly owned, operated and directed by the council, or group of councils, if a commercial business model is required to deliver a shared service to a group of councils or provide a service to the community.

4. Joint Organisation Governance and Accountability

4.1 JO Governing Body –Board



JO governing body comprise one representative from each member council appointed by member council for a 2 year term to align with proposed changes to mayoral terms.



JO Board Member positions comprise the Mayor of member councils.



In the absence, or inability, of the Mayor of member councils to attend a JO meeting or fulfil the role of a JO Board Member, the Mayor's authorised delegate being a councillor from the member council will be entitled to represent the Mayor and act as the member council's authorised representative.

Explanatory Note:

The representative chosen by JO member Councils may well be the Mayor in most cases. However, it is argued that Mayor of member Councils should be the representative for reason that the Mayor is a key member of the leadership group of each member Council and should also form part of the regional governance and regional leadership group at Joint Organisation level.

The Mayor of member Councils holds the gravitas that is associated with the position of Mayor and in most cases is able to record a vote at JO Meetings which faithfully reflects the policies, views and opinions of his or her Council without having the refer back to the member Council for direction.

JO Board positions, like the Mayor of each LGA, will be very important and influential positions from a regional perspective and should naturally be filled by the Mayor from member councils.

On another view and with one eye on the future in relation to a proposal for the introduction of direct election of the mayor by voters, there may be support for the representative of member councils to be an elected representative and chosen by the council based on capability and capacity which would give the member council the option or appointing the mayor of the day or other councillor.



JO Board member role modelled on the councillor role identified in the Local Government Act with direct accountability to provide leadership and act in the best interests of the JO, member councils and the region.

JO Board members paid a sitting fee for attending duly convened JO Board Meetings and the JO is responsible for the expenses incurred by the Board chair and members when acting bona fide on behalf of or representing the JO.

JO associate council membership with no voting right enabled by legislation.

JO associate membership for Department of Premier & Cabinet Regional Coordinator with no voting right.

4.2 Voting

Equality of voting rights for member councils – one vote per member council.

JO chair not have a casting vote.

4.3 Chair

JO chair elected for two year term by the voting members of the JO Board to align with proposed changes to mayoral terms.

Election of the JO chair the same process as for the election of the Mayor identified in Schedule 7 of Local Government (General) Regulation 2005 by Ordinary Ballot or Open Voting.

JO chair role modelled on the role of the Mayor identified in the Local Government Act, save and except the urgent policy function, with direct accountability to provide leadership and act in the best interest of the JO, member councils and the region.

4.4 JO Decision Making



Namoi Councils' view is that consensus among Joint Organisation member Councils should be the basis for a decision to be made. However, in promoting the consensus rule, no objection is raised in respect of a voting majority of 75% of the Joint Organisation membership being required for a decision to be made.

Explanatory Note:

Most democratic organisations work on the basis of a simple (51%) majority rule for decisions to be made. In the context of a 7 member Namoi Councils Joint Organisation, a simple majority would equate to a vote of at least 4 recorded for or against a motion for a decision to be made. Under the simple majority rule, a quorum of one more than half of the membership would constitute a quorum. In the case of Namoi Councils, a quorum would constitute 4 full member Councils for a decision to be made.

Applying the 75% majority voting standard to the Namoi Councils Joint Organisation, 6 members would be required to record their vote for or against a motion for a decision to be made. Logically, it then follows that a quorum would also constitute 6 full member Councils for a decision to be made.

A 75% voting majority would not only underpin and support consensus as the basis for a decision to be made, but would recognise the importance of regional-scale decision and ensure stable and consistent regional collaboration, leadership and advocacy reflecting widespread regional views.

Should the 75% majority voting standard be enabled by either legislation or regulation, clarification of what constitutes a quorum must also be confirmed so as to avoid any confusion.



JO decisions binding on member Councils in respect of the exercise of core functions

4.5 Council Delegation of Authority for Core Functions

Member council delegation of authority to the JO Board representative to vote on the exercise of the core functions of the JO.

JO member councils be required to pass a delegation of authority in respect of its JO Board representative that, subject to compliance with the requirements of the Local Government Act 1993 and the regulations made under the Act, and with any expressed policy of the Council, or regulations of any public authority, the council's JO Board representative is authorised to record a vote for or against motions submitted to duly convened meetings of the Joint Organisation in respect of the exercise of the core functions of the Joint Organisation.

Any vote recorded by the JO Board representative in respect of exercise of the core functions of Joint Organisation is binding on the member Council.

4.6 General Managers Advisory Committee (GMAC)



General Manager of each JO member Council has a professional advisory role to deliver in respect the JO Board but has no voting right.



General Managers Advisory Committee (GMAC) established as a key governance committee within the JO structure to provide professional advice and submit recommendations to the JO Board in respect of the exercise of JO core and non-core functions.

5. Joint Organisation Staffing

The JO be required to employ an Executive Officer with the capabilities and at an equivalent level to a General Manager, senior staff member in a council or a Department of Premier and Cabinet Regional Coordinator.

The JO Executive Officer be employed under the Local Government (State) Award and any contract of employment be subject to the Award.

6. Joint Organisation Boundaries



The JO boundaries and council membership align and be consistent with the following criteria proposed:

- align with/nest within strategic regional growth planning boundaries
- demonstrate a clear community of interest between member councils within the region
- not adversely impact on other councils or JOs
- be based around a strong regional centre, where possible
- be of appropriate scale and capacity to partner with the State, Federal Government and other investment partners
- be directly accountable to member councils

- serve the best interest of the region
- associate membership be available with no voting rights
- Walcha Council granted full membership of the proposed Namoi Councils Joint Organisation.

7. Joint Organisation Financial Arrangements

JO members be responsible for costs of administration of the JO from annual membership contributions determined locally and supplemented where necessary from existing available member council resources.

Local Government Act minimum requirements for financial reporting and accounting for councils apply to Joint Organisations.

8. Integrated Planning and Reporting

JOs be required to develop annual work plans drawn from existing Council member Community Strategic Plans that have a regional perspective and benefit, and State Government regional growth plans.

JOs be required to adopt Regional Strategic Plan incorporating regional aspirations, a regional vision and Key Performance Indicators (KPIs) within 12 months of the date of commencement of the JO identifying the key strategic priorities, infrastructure and services for the region in collaboration with member Councils, the State Government and others and key stakeholders.

JOs produce Annual Performance Statements to show member councils, State Government Departments and Agencies and other key stakeholders the extent to which the JO is achieving strategic regional priorities according to KPIs identified by the Joint Organisation

JOs satisfy the same requirements as for councils in the Local Government Act for annual financial reporting and accounting.