



BUSINESS PAPER
ORDINARY MEETING OF COUNCIL

To be held on

Wednesday, 30 September 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/2015/01828

AGENDA

Submitted to Council: 30 September 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, 30 September 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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7. Notice of Motion

Submitted to Council: 30 September 2015

..... General Manager Mayor



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

9. Management Review Report WO/2015/01812

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

11. Delegate Reports

11.1 Minutes of the New England Tablelands (Noxious Plants) County Council Meeting held on Wednesday, 17 June 2015. WI/205/05390

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

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: 30 September 2015

..... General Manager Mayor



Present:

Apologies:

**Confirmation of the Ordinary Meeting Minutes held on Wednesday,
26 August 2015:**

Matters arising from the Ordinary Meeting held on Wednesday, 26 August 2015:

Submitted to Council: 30 September 2015

..... General Manager Mayor



ORDINARY MEETING OF COUNCIL

held on

Wednesday, 26 August 2015

at

3:23pm

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 Mr MG Fanning, Director – Engineering Services.

1. APOLOGIES:

Nil.

MINUTES



2. CONFIRMATION OF THE ORDINARY MEETING MINUTES HELD ON WEDNESDAY, 29 JULY 2015:

19 **RESOLVED** on the Motion of Councillors Levingston and Heazlett that the Minutes of the Ordinary Meeting held on Wednesday, 29 July 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

Item 6.3 Part Day Public Holiday for 2016 Walcha Races WO/2015/01587

Councillor Ferrier declared a pecuniary interest in this matter as he is Secretary of the Walcha Jockey Club.

5. MAYORAL MINUTE

Nil.

Afternoon Tea

Afternoon tea commenced at 3:25pm and the Meeting resumed at 3:57pm.

6. SENIOR OFFICERS REPORT

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

6.1 Development Application 10.2015.12 Demolition of Existing dwelling, Multi dwelling housing (9 units) and consolidation of Title – C & T Dawson at 8N Middle Street, Walcha WO/2015/01360

21 **RESOLVED** on the Motion of Councillors Lyon and Woods that Council approve Development Application 10.2015.12 being for multi dwelling housing, demolition of dwelling and consolidation which is staged development consisting of:

- a) Stage 1 – Demolition of existing dwelling;
- b) Stage 2 – Construction of Units 7, 8 and 9, and consolidation;
- c) Stage 3 – Construction of Units 4, 5 and 6; and
- d) Stage 4 – Construction of Units 1, 2 and 3.



ON land know as 8N Middle Street, Walcha being Lot 6 Section 8 DP 759035 and Lot 2 DP 514505 under the ownership of T & C Dawson subject to the conditions in the Development Assessment Report.

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

For: Councillors: Archdale, Ferrier, Levingston, Lyon, Schmutter and Woods.

Against: Councillors: Heazlett and Thomson.

Absent: Nil.

Declared Interest: Nil.

Councillor Woods left the Meeting at 4:12pm

6.2 Grants for Junior Sporting / Coaching Clinics WO/2015/01576

22 **RESOLVED** on the Motion of Councillors Schmutter and Ferrier that Council approve the requested amounts as follows:

1. Walcha & District Tennis Association - \$600
2. Walcha Pony Club - \$2,000
3. Walcha Flippers Swimming Club - \$1,500

6.3 Part Day Public Holiday for 2016 Walcha Races WO/2015/01587

Councillor Ferrier left the Meeting and took no part in the debate.

23 **RESOLVED** on the Motion of Councillors Lyon and Schmutter that Council propose a Part Day Public Holiday, from 12 noon to 6pm, for the Walcha Races 2016 and invite the community to submit comments on this option before September 2015 Ordinary Council Meeting.

Councillor Ferrier returned to the Meeting and was informed of the resolution.

6.4 Review of Walcha Council Community Care Advisory Committee under Section 355 WO/2015/01580

24 **RESOLVED** on the Motion of Councillors Lyon and Ferrier that Council adopt the revised Community Care Advisory Committee Roles and Structures **FURTHER THAT** the current members be endorsed by Council for the ensuing two year term **STILL FURTHER THAT** Council advertise for citizen representatives for the current vacancies.



6.5 Variation of Central Northern Regional Libraries Regional Library Agreement extension **WO/2015/01566**

25 **RESOLVED** on the Motion of Councillors Heazlett and Ferrier that Council approve the extension of the current Central Northern Regional Libraries Library Agreement for a further twelve month period by affixing the Common Seal to the Variation of Central Northern Regional Libraries Regional Library Agreement **FURTHER THAT** the affixing of the Common Seal be attested to by the Mayor and the General Manager.

6.6 Affix Common Seal to Tablelands Community Transport Provision Contract – Uralla Shire Council & Walcha Council **WO/2015/01575**

26 **RESOLVED** on the Motion of Councillors Ferrier and Thomson that Council approve the affixing of the Common Seal to the Tablelands Community Transport Provision Contract between Uralla Shire Council and Walcha Council Community Care **FURTHER THAT** the affixing of the Common Seal be attested to by the Mayor and the General Manager.

6.7 Committee of the Whole Referral – Request to Purchase Lot 6 DP 1046217 at Beaver Place Walcha **WO/2015/01600**

27 **RESOLVED** on the Motion of Councillors Ferrier and Levingston that, in accordance with the provisions of Section 10 of the Local Government Act, 1993, the matters of Request to Purchase Lot 6 DP 1046217 at Beaver Place Walcha be considered in Committee of the Whole for the reason that it relates to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

12. COMMITTEE OF THE WHOLE

28 **RESOLVED** on the Motion of Councillors Ferrier and Thomson that Council resolve into Committee of the Whole and that the press and public be excluded from the entire proceedings of the Meeting of the Committee of the Whole for the reason that it relates to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

29 The Meeting resumed in **OPEN** Council on the Motion of Councillors Levingston and Lyon.
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 Purchase of Land at 59 Beaver Place, Walcha WINT/2015/02204

The Committee **RECOMMENDED** on the Motion of Schmutter and Ferrier that Council offer Lot 6 in DP 1046217, being 59 Beaver Place Walcha as indicated on the attached plan containing 1.43 Hectares for \$28,000 plus the cost of legal fees **FURTHER THAT** a clause be placed in any contract detailing the drainage issues and that no further claims can be lodged against Council in this regard.

ADOPTION OF COMMITTEE OF THE WHOLE

30 **RESOLVED** on the Motion of Councillors Ferrier and Thomson that the Report and Recommendations of the Meeting of the Walcha Council Committee of the Whole held on Wednesday, 26 August 2015 be **ADOPTED** by Council.

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

7. NOTICE OF MOTION

Nil.

8. MATTERS OF URGENCY

Nil.

9. MANAGEMENT REVIEW REPORTS **WO/2015/01563**

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



10. COMMITTEE REPORTS

10.1 Minutes of the Walcha Council Community Care Advisory Committee Meeting held on Tuesday, 4 August 2015. WO/2015/01499

32 **RESOLVED** on the Motion of Councillors Ferrier and Schmutter that Council seek Expressions of Interest for the provision of Meals on Wheels meals to Walcha Council Community Care clients.

11. DELEGATE REPORTS

11.1 Minutes of Country Mayors Association of NSW Meeting held on Thursday, 6 August 2015 at Country Embassy, Sydney. WI/2015/04818

THERE BEING NO FURTHER BUSINESS THE CHAIRMAN DECLARED THE MEETING CLOSED AT 5:10PM.



Senior Officers' Reports

Submitted to Council: 30 September 2015

..... General Manager Mayor



Item: 6.1 **Ref:** WO/2015/01822
Title: 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
Author: General Manager
Previous Items: Not Applicable
Attachment: No

Introduction

Each year Council must consult with the Community before deciding to apply for a Part Day Public Holiday, from 12 noon to 6:00pm, or to apply for a Local Event Day for the Walcha . Applications are to be submitted by November.

Report

Council has consulted the community of Walcha via Council website and in both the Apsley Advocate and Walcha News, to encourage those that feel strong enough to make comments. I have included a copy of the Submission Form. To date we have received three replies and a copy of them is attached to the Report.

One of them is from the Walcha Central School which actually has reasons for and against the part day public holiday. One of the three responses is from the Walcha Central School P & C Association and they advise they are AGAINST the part day public holiday, stating various reasons why. The final response was from The Oxley Explorer which does seem to favour AGAINST the part day public holiday due to school related concerns, mainly that children would be picked up as early as 10am which seemed to be ineffective for their time and money. Other schools were invited to make submissions but did not submit one.

As per the Submission form we did encourage people to submit if they had any issues with the part day public holiday in 2015. No issues were stated.

In determining whether to apply for a local public holiday or a local event day, it is important that the Council be aware of the potential impact the application will have upon businesses and communities located within designated public holiday areas. Council have consulted extensively over the last two years with the majority of business houses fully supporting the part day public holiday. The results of previous years are:

2014:		2013:	
For:	52	For:	52
Against:	10	Against:	13
		Indifferent:	6

The following extract is from a letter sent to Council explaining the process and matters to be considered.

Submitted to Council: 30 September 2015

..... General Manager Mayor



Declaration of a Local Public Holiday

In circumstances where a local public holiday is declared by the Minister a bank located in the designated holiday area will be required to close unless it holds an approval to open on the day under Part 3A of the *Retail Trading Act 2008*. Shops located within the designated holiday area are free to open without restriction.

The public holiday provisions contained in the National Employment Standards of the *Fair Work Act 2009* (Cth) apply to local public holidays declared under the *Public Holidays Act 2010*. This means that all employees irrespective of their former entitlements and whose place of work is within a local public holiday area will be entitled to be absent from work on the day or half day that is the local public holiday or half holiday. In addition, employees who work on the day or part day may then have an entitlement to penalty rates under a relevant award or an enterprise agreement where previously that entitlement may not have existed.

In considering an application to the Minister for a local public holiday or half day, Council is expected to consult with the affected community and other relevant stakeholders, as to the impact of a local public holiday or half holiday on businesses located within your local government area. As part of that consultation, Council may consider the option of a local event day declaration instead of a public holiday or half day.

Declaration of a Local Event Day

The capacity for the Minister to declare a local event day or half day at the request of a local council is also available under the Public Holidays Act. The Minister must be satisfied that the day or part day is, and will be observed as, a day of special significance to the community in the area concerned.

The declaration of a local event day or half day does not preclude banks or shops located within the designated holiday area from opening or trading on the day.

A declared local event day does not automatically mean that employers in the particular locality are compelled to treat the day as a public holiday. Entitlements to paid time off work or penalty rates on a local event day will only arise where they have been agreed at the workplace level usually in the form of an enterprise agreement or a contract. This goes some way to restoring industrial arrangements for the occasion to those that existed prior to changes to Commonwealth workplace laws.

The application process

Should the Council wish to proceed with a request for a local public holiday or local event day (including a half day) then, following resolution by the Council on the matter, could you please inform me in writing before 12 October 2012 of the desired dates and occasions in 2013 specifying the category of declaration requested. In addition, in support of the Council's request, it would be of assistance if the following information was provided:

- (i) whether the request was approved by resolution of the Council;
- (ii) whether consideration was given to the alternative of local event day; and
- (iii) the extent of community consultation undertaken in respect of the request.

In respect of (iii) it would assist the application process if copies of correspondence sent to relevant stakeholders, including bank managers, school principals and chambers of commerce about the possibility of a forthcoming Ministerial declaration for the relevant local government area was included.

RECOMMENDATION:

For Council consideration.

Submitted to Council: 30 September 2015

..... General Manager Mayor



WALCHA COUNCIL

ABN 24 780 320 847

2W Hamilton Street
PO Box 2
WALCHA NSW 2354



Telephone: 02 6774 2500
Rates & Admin: 02 6774 2500
Engineering: 02 6774 2515
Fax: 02 6777 1181
Email: council@walcha.nsw.gov.au
Website: www.walcha.nsw.gov.au

4 September 2015

Dear Community Member

Part Day Public Holiday on Friday, 5 February 2016

Council are required each year to apply for the part day public holiday, from 12 noon to 6:00pm, that the Walcha local government area have for the running of the Walcha Cup. As a part of the process Council would now like to consult with the affected community as to the impact of a part day public holiday on businesses and the general public located within our local government area.

I would appreciate it if you could fill in the form below, advising whether you are *for* or *against* the declaration of a part day public holiday, how it effected your business or way of life this year and provide comments. If you require any additional information please do not hesitate to give me a call on 0427 772 086.

Yours faithfully

JACK O'HARA
GENERAL MANAGER

Name: _____

Business Name: _____

Please tick whether you are in favour of the Part Day Public Holiday or not

For

Against

Comments:

WHEN REPLYING PLEASE QUOTE WO/2015/01704
WHEN MAKING ENQUIRIES PLEASE ASK FOR Jack O'Hara

Submitted to Council: 30 September 2015

..... General Manager Mayor



Page 2: Part Day Public Holiday Survey for Friday, 5 February 2016
Walcha Council

Please advise how the Part Day Public Holiday affected your business in 2015:

Was it a positive experience or not?

Yes

No

Additional Comments:

WHEN REPLYING PLEASE QUOTE WO/2015/01704
WHEN MAKING ENQUIRIES PLEASE ASK FOR Jack O'Hara

Submitted to Council: 30 September 2015

..... General Manager Mayor



WALCHA CENTRAL SCHOOL



Telephone: 02 6777 2777
Facsimile: 02 6777 1009
Principal: Mr Mark Hall
E mail: walcha-c.school@det.nsw.edu.au

154e North Street
WALCHA NSW 2354

11 September 2015

Mr Jack O'Hara
The General Manager
Walcha Council
PO Box 2
WALCHA NSW 2354

WALCHA COUNCIL RECEIVED	
DATE	17/09/15
GDA REF	
TRIM FILE	W13/129
DOC NO	
H/C FILE	W112015/05861
related	W0115/1724

Dear Mr O'Hara

Re: Part Day Public Holiday Friday 5 February 2016, 12 noon to 6pm

With regard to the race day held in 2015, Walcha Central School had very few issues managing the gazetted public holiday

Council provided plenty of notice which enabled the school to notify parents and liase with the local bus company about the early 11.30 am pick up of students from school.

Walcha Central School had reasonable attendance on the morning of race day.

Even though the actual morning ran smoothly there is mixed opinion within the school community as to the value of a half day public holiday. During recent discussion at our P & C Association meeting the feeling was that the benefits to the students did not outweigh the loss of school time.

Their reason orientated around the fact that Saturday was seen as the family day where young people were encouraged to participate. The Friday was seen as a more adult occasion and few children attended. It was suggested that child-minding required because of the public holiday may prevent parents from attending.

Walcha Central School has most staff living locally in Walcha and for some the public holiday allows them to participate in the race day activities. Equally there are staff who are opposed to the notion of gambling being the focus of a public holiday.

Good Luck.

Yours sincerely

Mark Hall
PRINCIPAL

Submitted to Council: 30 September 2015

..... General Manager Mayor



Name Susie Crawford (secretary)
Business Walcha Central School P&C
Please tick if you are in favour of the Part Day Public Holiday or not

FOR

AGAINST

Comments:

We surveyed the WCS P&C members. We had 13 responses, 10 opposed, 3 supported the holiday
Concerns were

- The inconvenience to working parents
 - Having to make alternative arrangements for their children for the half a day.
 - Keeping in mind many working parents work outside the Walcha LGA
 - The Friday of the racing carnival does not encourage children to attend, Saturday is the family day.
 - Having children at school for half a day is very inconvenient and a waste of an educational day – they only just get to school to have to turn around at recess and go home again.
 - Last year many children didn't attend for a whole day due to the inconvenience
 - Many children spent more hours on the bus than at school that day
 - A common comment among the surveyed was that the Walcha Show would be a more appropriate date to have a gazetted holiday
 - More community minded event
 - Children participate in the show quite heavily
- The potential of unsupervised minors
- The message sent to the children that **education is important except when the races are on**

Other comments were that if there were a gazetted holiday a whole day holiday would be more convenient and there was strong suggestion of the show being a better date for the gazetted holiday

***Positive feedback on the gazetted half day holiday from the survey responses was that teachers/staff were able to attend and support the event due to the gazetted holiday.*

Please advise how the Part Day Public Holiday affected your business in 2015:

Children had to leave school early, which leaves a lot of parents forced to juggle their own work days or not attend the race meet.

Was it a positive experience or not

YES

NO

Additional Comments

Submitted to Council: 30 September 2015

..... General Manager Mayor



Macphersons Walcha Pty Ltd T/as



ABN: 33 101 011 287

ACN: 101 011 287

10 s Meridian St
Walcha NSW 2354

Phone: 02 6777 2436
Fax: 02 6777 1342

Email: info@oxleyexplorer.com.au

16th September 2015

Attn: Mr Jack O'Hara
General Manager
Walcha Council
PO Box 2
WALCHA NSW 2354

WALCHA COUNCIL RECEIVED	
DATE	22/09/15
GDA REF	
TRIM FILE	W13/129
DUC NO	
H/C FILE	W1/2015/05 933
Related	W0/15/1727

Dear Jack

Thank you for your letter regarding the proposed Part Day Public Holiday for the Walcha Cup in 2016.

As noted within your letter, schools and the provision of an afternoon school service to ensure students are returned home, is of some concern. In particular, we are required to ensure employees have completed their full afternoon school service and return to depot before 12 noon to ensure we are not forced to pay penalty rates to employees for the provision of services, in line with the Public Holiday Award rates and this greatly affects our payroll, which is not reimbursed to us by Transport for NSW.

If students were to travel to school as normal in the morning it is estimated that the majority of school services would be required to collect children for the return journey by 10.00am, enabling vehicles and drivers to be returned to depot by 12noon. This appears to also be an inefficient scenario in both time and money for all concerned.

Should you have any queries, or would like to discuss any aspect of this information further, please do not hesitate to contact me.

Yours Sincerely,

Malcolm Macpherson
Managing Director

Submitted to Council: 30 September 2015

..... General Manager Mayor



Item: 6.2 **Ref:** WO/2015/01817
Title: Review of Ward Boundaries
Author: General Manager
Previous Items: Not Applicable
Attachment: Yes – attached separately to Business Paper

Introduction:

The Council of an area divided into Wards is required under Section 211 of the Local Government Act, 1993 to keep Ward boundaries under review. If a review is undertaken and a Council is required to alter the Ward boundaries due to a difference of greater than 10% in the number of electors between Wards, the Council is required to consult with the NSW Electoral Commission and the Australian Statistician.

Report:

Our Wards have been over 10% for a number of years, September 2012 – 10.95%, September 2013 – 13.21% and the latest data date 27 August 2015 – 12.42% and therefore we must alter the Wards to rectify the imbalance in the number of electors in each Ward.

Council have been liaising with the NSW Electoral Commission and have altered the Wards with the most minimal impact to Walcha’s electors. A copy of the proposed Ward boundary change will be sent separately.

As per Section 210A of the Local Government Act, 1993, Council must publicly exhibit these new Ward boundaries for at least 28 days and submissions may be made to Council on the Ward boundary plan for a period of not less than 42 days. The closing date for submission of Ward boundary alterations is 14 December 2015.

RECOMMENDATION:

That Council ENDORSE the proposed Ward Boundaries as submitted FURTHER THAT Council publicly exhibit the Ward Boundary Plan for a period of 28 days.

Submitted to Council: 30 September 2015

..... General Manager Mayor



Item: 6.3 **Ref:** WO/2015/01816
Title: 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
Author: Environmental Services Manager
Previous Items: WO/2014/02405 - Request to use Lot: 1 in DP 1137046 to access the rear of 21E Fitzroy Street, Walcha
Attachment: WI/15/1843 Request from Barry Marshall to consider a decorative gravel surface in lieu of bitumen seal at 21E Fitzroy Street
21E Fitzroy Street Car Park Site Plan
Subject site Aerial Image

Introduction:

Council has received correspondence from Mr Barry Marshall requesting Council reconsider its requirements in relation to the consent to use part of Lot: 1 in DP 1137046 to access the rear of his property at Lot: 1 in DP: 574019, being 21E Fitzroy Street, Walcha.

Please see enclosed a copy of the correspondence submitted to Council, along with the previously provided aerial photograph of the site and car parking location plan.

Report:

Council at its December 2014 Ordinary Meeting of Council approved a request from Mr Barry Marshall to use part of Lot: 1 in DP: 1137046 to access the rear of his property at Lot: 1 in DP: 574019, being 21E Fitzroy Street, Walcha with the following conditions imposed:

- 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).
- The applicant to be responsible for all legal costs associated with establishing the Right of Carriageway.
- The Right of Carriageway is to be sealed with a two coat bitumen seal on 200 mm of road base.
- The applicant will not have exclusive rights over the Right of Carriageway.
- Maintenance of the Right of Carriageway is the responsibility of the owner/s of Lot: 1 in DP: 574019.
- A "TURN LEFT ONLY" sign is to be located at the exit of the Right of Carriageway.

Council received correspondence from Mr Marshall on 17 March 2015 requesting Council consider amending the requirements for the Right of Carriageway to be

Submitted to Council: 30 September 2015

..... General Manager Mayor



sealed with a two coat bitumen seal on 200m of road base, but rather allow Mr Marshall to provide a decorative gravel surface on 200mm of road base.

Council's Engineer has inspected the subject site as it has been prepared in accordance with Mr Marshall's request and advised that whilst a gravel surface would require an increased level of maintenance, the current gravel surface is suitable for its intended use. It is noted that should the access require sealing the material used would not be suitable for sealing over.

RECOMMENDATION: 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 constructed of a decorative gravel surface on 200 mm of road base.



"Langford"

Walcha N.S.W. 2354

Phone 067-784195

Fax 067-729287



16-3-15

THE GENERAL MANAGER
WALCHA COUNCIL

WALCHA COUNCIL RECEIVED	
DATE	17/03/15
SEALER	
INITIALS	
EXCISE	
REMARKS	
Related	W0/14/2503 W1/14/7388

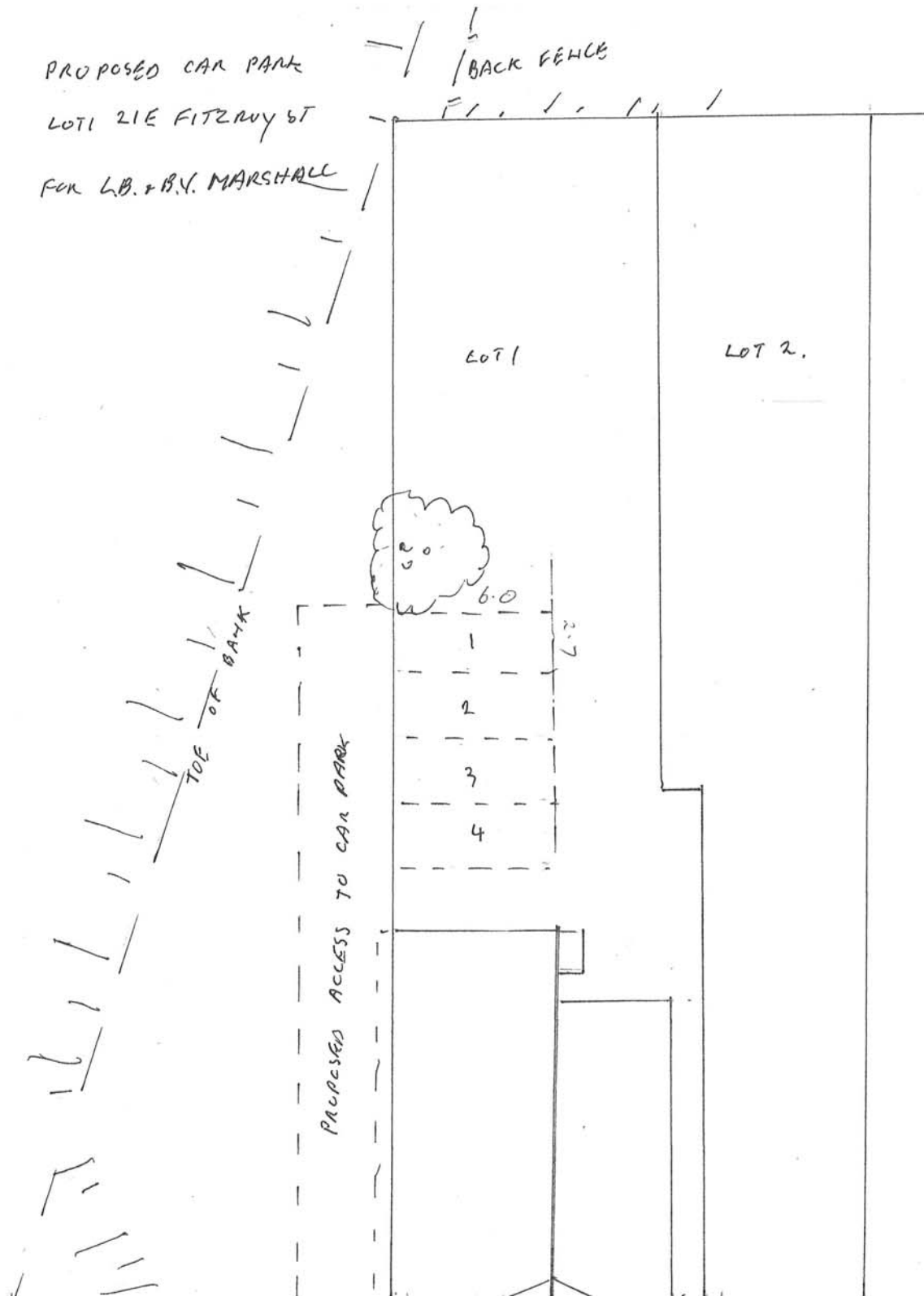
Re W0/2014/02503

I wish council to consider a decorative gravel surface on 200mm road base in lieu of a bitumen seal. As this area including the car park is used by large trucks making deliveries, I am concerned that turning will tear up the bitumen seal.

Also as I was not able to vibrate the subbase some settlement could occur after prolonged wet periods. This will be much easier to rectify with a gravel surface.

Yours faithfully

L. Marshall



Submitted to Council: 30 September 2015

..... General Manager Mayor



Submitted to Council: 30 September 2015

..... General Manager Mayor



Item: 6.4 **Ref:** WO/2015/01832
Title: Refer Financial Statements to Audit 2014 - 2015
Author: General Manager
Previous Items: Not Applicable
Attachment: Yes

Summary:

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

Report:

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

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

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

The above Statement must:

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

RECOMMENDATION:

That the 2014/2015 Financial Reports be referred for Audit and FURTHER THAT a Statement in accordance with Section 413(2) (c) of the Local Government Act 1993 be completed and signed by the appropriate signatories.

Submitted to Council: 30 September 2015

..... General Manager Mayor



WALCHA COUNCIL

**ANNUAL FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2015**

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

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

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

To the best of our knowledge and belief, these reports

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

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

Signed in accordance with a resolution of Council made on 30 September 2015

.....

MAYOR

.....

Jack O'Hara

GENERAL MANAGER

.....

.....

DEPUTY MAYOR

.....

Rosemary Strobel

RESPONSIBLE ACCOUNTING OFFICER

.....

Submitted to Council: 30 September 2015

..... General Manager Mayor



WALCHA COUNCIL

SPECIAL PURPOSE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2015

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

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

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

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

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

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

Signed in accordance with a resolution of Council made on 30 September 2015

.....

.....

MAYOR

DEPUTY MAYOR

.....

.....

Jack O’Hara

Rosemary Strobel

GENERAL MANAGER

RESPONSIBLE ACCOUNTING OFFICER

Submitted to Council: 30 September 2015

..... General Manager Mayor



Item: 6.5 **Ref:** WINT/2015/02496
Title: Affix Seal to Documentation for Sale of Land at 59 Beaver Place,
Walcha
Author: General Manager
Previous Items: WINT/15/2204 – August 2015 – Purchase of Land 59 Beaver Place
Attachment: Yes

Report:

Further to last month's Report the purchaser has agreed to Council's conditions and Council have now received the Contract of Sale and approval is now required to affix the Council Seal to all legal documentation in relation to the sale of land at 59 Beaver Place, Walcha being Lot 6 DP 1046217.

RECOMMENDATION:

That the Committee recommend 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 **FURTHER THAT** the affixing of the Common Seal be attested to by the Mayor and the General Manager.

Submitted to Council: 30 September 2015

..... General Manager Mayor



Item: 6.6 **Ref:** WO/2015/01763
Title: Pecuniary Interest Annual Returns for the period 1 July 2014 to 30 June 2015
Author: General Manager
Previous Items: Not Applicable
Attachment: No – Folder will be tabled at the Meeting.

Summary

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

Report

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

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

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

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

All Returns for the period ended 1 July 2014 to 30 June 2015 have been lodged with the General Manager within the statutory timeframe and are now tabled as required.

RECOMMENDATION

That Council formally records that the Ordinary Returns of Pecuniary Interest required to be submitted by Councillors, the General Manager and Designated Staff, for the period 1 July 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.

Submitted to Council: 30 September 2015

..... General Manager Mayor



Item: 6.7 **Ref:** WO/2015/018??
Title: Committee of the Whole Referral – Proposed New Off Creek Reservoir AND General Manager’s Contract Request
Author: General Manager
Previous Items: Not Applicable
Attachment: No

Introduction

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

Report

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

Approval to refer the matters to Committee of the Whole is sought because the reports relate to information on personnel matters concerning particular individuals.

RECOMMENDATION:

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 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.

Submitted to Council: 30 September 2015

..... General Manager Mayor



Item: 6.8 **Ref:** WO/2015/01808
Title: Committee of the Whole Referral – Proposed Tourism Event AND
Proposed Relocation of Visitor Information Centre
Author: General Manager
Previous Items: Not Applicable
Attachment: No

Introduction

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

Report

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

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

RECOMMENDATION:

That, in accordance with the provisions of Section 10 of the Local Government Act, 1993, the matter of 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).

Submitted to Council: 30 September 2015

..... General Manager Mayor



Ref: WO/2015/01812

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

Item 9:

Management Review Reports

Submitted to Council: 30 September 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 August 2015

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

	<u>2015</u>	<u>2014</u>
General	\$4,225,291.96	\$ 2,089,357.29
Interest Earned (YTD)	\$ 8,520.84	\$ 4,294.50

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 August 2015

Please see the following Report for the investments placed in August 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: 30 September 2015

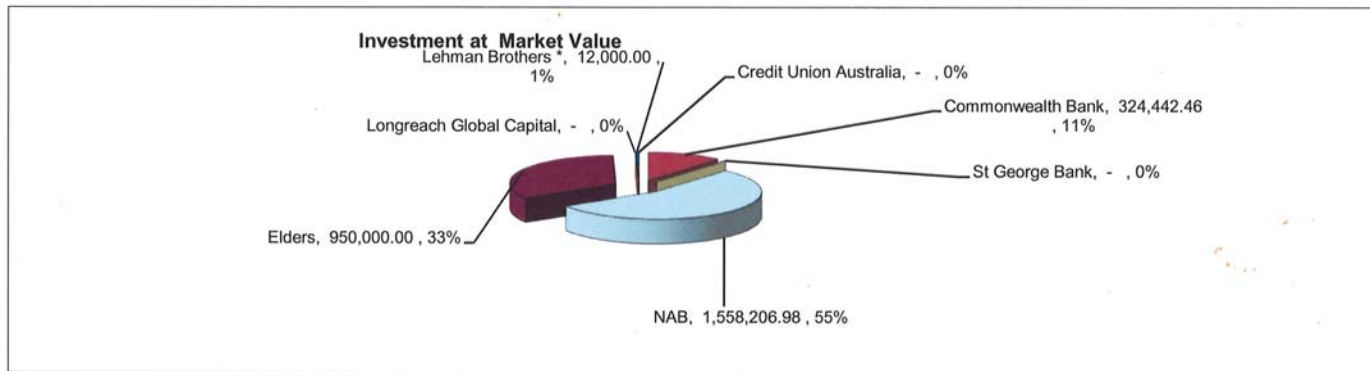
..... General Manager Mayor



REGISTER OF INVESTMENTS TO 31/08/2015

Institution	Type	Placement Date	Term (Days)	Maturity Date	Rate	Est. Interest	YTD Interest	Amount Invested	YTD Redemption	Est. Market Value At 31/08/15	Estimated Loss CDO and FRN	Actual Loss CDO and FRN	MV % of Portfolio	
Commonwealth Banl	Term Deposit	17/05/2015	240	17-Jan-16	3.05%	6506.63	10625.26	324,442.46	-	324,442.46	0.00		11.42%	
National Australia Ba	Term Deposit	19/06/2015	90	20-Sep-15	2.90%	4290.41	20816.11	600,000.00	-	600,000.00	0.00		21.04%	
Elders Rural Bank	Term Deposit	28/08/2015	180	28-Feb-16	2.85%	13352.05	41278.15	950,000.00	-	950,000.00	0.00		33.31%	
National Australia Ba	Term Deposit	11/06/2015	90	09-Sep-15	2.90%	6904.55	32963.62	965,578.62	-	965,578.62	0.00		33.86%	
						31,054	105683.14	2,840,021.08	-	2,840,021.08	0.00		99.63%	
Lehman Brothers														
		Prior to												
Morgan Stanley	CDO	30/06/2009	365	20/06/2015	4.20%	20,988	0.00	500,000.00	-	12,000.00	-488,000.00		0.42%	
						20,988.40	-	500,000.00	-	12,000.00	-488,000.00	0.00	0.42%	
grand totals								105,683.14	3,340,021.08	0.00	2,852,021.08	-488,000.00	0.00	100.05%

Capital Value of Portfolio	3,340,021.08
Redeemed Value of Portfolio	-
Market Value of Portfolio 31/08/15	2,852,021.08
Estimated Profit/(Loss) 31/08/15	(488,000.00)



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 Rose Strobel (Responsible Accounting Officer)

Submitted to Council: 30 September 2015

..... General Manager Mayor



4. Work, Health & Safety

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

1 x Injury incident – Engineering Services / Outdoor of which there was actual lost time of 109.5 hours with a Workers Compensation claim to be finalised, including Doctors appointments and physio. I am pleased to report the injured worker has returned to work with minor restrictions in place.

5. Tourism Report

August 2015

Destination Management Working Group Meeting - NEHC

On Tuesday 8 September 2015 a meeting in Glen Innes for the Destination Management Working Group of New England High Country. We are already looking forward to our next campaign and obtaining funding for this as well.

The Bauer Media / Inland NSW relationship

This is proving to be highly advantageous for this tourism group. As previously mentioned we are branding ourselves (NEHC) as a “motorcycle touring destination” we have recently had 3 articles published in magazines we would otherwise be unable to afford. All up there will be five publications with one article being repeated in New Zealand version of the same magazine and one article being re-run in the same magazine. “Touring”, “Luxury” and “Adventure” (dirt bikes) Walcha featured quite prominently in the “Touring” article. **PLEASE SEE ATTACHED**. The three articles individually covered different pockets of the New England High Country, so Walcha or any other LGA was not represented in every single article, but there was a mention of everyone over the three articles.

Along with the 3 articles there is

- A call to action page called “*My Favourite Corner*” where there is YouTube video footage, extended versions of the articles by the riders and options for others to post their own “*My Favourite Corner*” of the New England High Country. NEHC owns “*My Favourite Corner*”.
- TV commercials for “*My Favourite Corner*” one of which can be viewed at <https://www.dropbox.com/sh/ailrjkj8kmitzrx/AAANrpsrMD0SfjUDK4FTkW12a?dl=0>
- This is also being pushed through social media outlets, Instagram and Facebook.
- The implementation plan of these commercials / social media / print article is attached **PLEASE SEE ATTACHED**



Motorcycle Time Trial Event

I have been keeping in contact with David Rollins regarding the time trial event proposed for 2016. I have alerted him to the dates proposed for other major events in Walcha. He has said he will contact me when they have a finalised date.

Walcha Farmers Markets

September 19 2015 saw the first of the monthly Walcha Farmers Market for this season be staged. Town was buzzing on Saturday morning with both Derby and Fitzroy Streets lined with cars on Saturday morning. With the Farmers Market now established it is proving to be a great asset for the town and businesses.

Susie Crawford
Walcha Tourism Manager

NATURAL HIGH

Whether you're touring, scratching or off-roading, the New England High Country claims to be Australia's best riding destination. MT loads up three BMW tourers to investigate

> WORDS: GRANT ROFF IMAGES: NATHAN JACOBS





“Motorcycling’s worst-kept secret, the Oxley Highway from Port Macquarie, is a combination of over 800 corners followed by a long section of fast sweepers”

Vineyards – up there?”
“Sure, plenty of them, and that’s where you’ll be staying each night.”

Just saying the word ‘vineyard’ means I’m a shot dog, but there were plenty of other reasons why I was interested in this trip. I have a long history with Armidale including some years at the University of New England and it’s always fascinating to revisit towns from your wild youth to see how the passing years have treated them.

Having a university located in a town makes a big difference. It started life as a college of the University of Sydney in 1938 but eventually became the first Australian university outside of a capital city. Towns with a population of 25,000 don’t usually have vibrant arts cultures but the uni has a rich music school and what was a teachers’ college when I lived there has now become the New England Conservatorium.

The town boasts a symphony orchestra as well as a youth orchestra. The uni also informs the regional art museum and the harmonious mix of ‘town and gown’ makes the area far more interesting than you could possibly expect.

START YOUR ENGINES

The New England High Country (Northern Tablelands or also known as the New England Tablelands) is a plateau in a region of the Great Dividing Range. These tablelands are the largest highland area in Australia with lots of locations with altitudes 1000 metres above sea level. What it means for us is the roads twist and turn, climb and dive and generally provide a fabulous riding environment.

Getting to Armidale absolutely confirms the cliché that the trip is just as important as the destination. From whichever direction you approach it, you have to climb.

From Sydney, the conventional route is through the Hunter Valley and up the New England Highway where the climb starts from Tamworth. But there are better routes. Thunderbolts Way out of Gloucester is fast and richly rewarding with scenery that makes you question whether you’re still in Australia.

Motorcycling’s worst-kept secret, the Oxley Highway from Port Macquarie, is a combination of more than 800 corners followed by a long section of fast sweepers and straights heading to Walcha. The road-less-travelled is Coffs Harbour to Armidale via Ebor and the aptly named Waterfall Way.

Coming from Queensland, the Bruxner Highway from Casino through Tenterfield where it links up with the New England Highway is also a riot of corners but true adventurers would probably turn right at Grafton and take the Cobb & Co stage route along the Old Grafton Road. If your bike is more of

the touring persuasion, Grafton to Glen Innes along the Gwydir Highway is also richly rewarding.

MT’s spoilt team collected its fleet of BMW tourers (K 1600 GTL, R 1200 RT and F 800 GT) from Rock Motorcycles in Port Macquarie which committed us to the Oxley Highway, named after John Joseph William Molesworth Oxley, an early explorer of the area. The North Coast is fortunate to have a bike shop like Rock Motorcycles but visit it quickly if you want a chat with 70-year-old Peter Rock – he’s taken up racing again and it’s hard to guess how many crashes he has left in him.

Riding past the Long Flat pub is always difficult but a stop at Gingers Creek is compulsory. Sections of the Oxley Highway are currently being upgraded making it even more attractive to riders but the fun-police are now aware of it so caution is required, particularly on weekends. The Oxley finishes at Walcha where

it joins Thunderbolt’s Way through to Uralla where you turn right for the short gallop to Armidale.

POLKA IN WALCHA

Walcha was our first town stop once we’d reached the plateau. Again, the motorcycle-friendly Royal Café (a thinly disguised pub) made its siren song but, since we were on our way to a vineyard anyway, we resisted and dined instead at Café Graze which proved beyond doubt that good coffee exists outside of Melbourne. It also does excellent homemade pies in ramekins.

We walked it off afterwards on the town’s public art trail where around 50 works of art (one for every 75 residents) are featured. None of this is Big Banana stuff – it’s the real deal and impressed the proper artists in our group. Morley, Newbold and I were happy enough with the overtly pornographic nature of some of it but it led to some heated discussion. Morley settled matters by



ABOVE: The Oxley Highway allows you to test cornering clearance without breaking the law – genius.

LEFT: Pies aplenty at Walcha’s Cafe Graze.

BELOW: There’s a practical aspect to some of the art in Walcha’s open gallery.



declaring, “I know everything about art, I just don’t know what I like.”

I’m fond of Walcha for other reasons: the local op shop saved my life once when it sold me four woollen jumpers for \$10 on a very cold ride.

We wanted to stay the night and visit Apsley Falls and Tia Falls in the Oxley Wild Rivers National Park but a vineyard was calling.



MERILBA

When Oxley arrived in the area, his reports recommended it for grazing and this began in the early 1830s no doubt to the shock and awe of the indigenous Aniwaniwi people. Armidale appears to be a misspelling of Armadale on the Isle of Skye in Scotland and, along with calling the region 'New England', demonstrated how attached the whites were to the Auld Country. Armidale was gazetted as a town in 1849 but its focus shifted dramatically from grazing to gold when the precious metal was discovered in nearby Rocky River, leading to a rush which swamped the tiny town with thousands of prospectors it wasn't anticipating.

The real money was still with the pastoralists, though, and Merilba is an example of how pastoral properties endured. It currently occupies 30,000

acres at Kingstown (slightly west of Uralla) and runs a South Devon stud and commercial cattle while producing Merino fine wool and prime lamb.

We didn't visit for any of that – it also has 27 acres under grapes, produces excellent wine and has one of the most interesting cellar door/restaurant buildings in the country. It was originally a way station for stagecoaches and hosted around 30 horses, which were swapped for duty as the coaches passed.

It did around 100 years of service as a shearing shed afterwards but it's now a fascinating building in which to have a drink and do a little personal grazing. The six of us had separate dishes and ended up passing them around to be shared as the extensive use of local produce gives the menu great regional interest. I know it's a mixed metaphor but I hogged the rabbit – you hardly



ever see it on menus – and the crispy duck and a barley-based vegetarian dish were also exceptional.

A downside of Merilba is it doesn't have accommodation so some discipline is required if you have to ride back to Uralla or on to Armidale. Oh, and if it's dark, watch out for the furry jumpers.

BAIL UP!

Known to the stagecoach industry was Fred Ward, better known as Captain Thunderbolt. He was a bushranger in



LEFT and BELOW: McCrossin's Mill in Uralla is a hands-on reminder of the early days of the New England High Country. The area's most famous bushranger, Captain Thunderbolt, is heavily featured, along with honest accounts of how the indigenous population was treated and the racism experienced by the Chinese during the gold rush.



"It's not a city museum .. if you want to handle the gun which killed Thunderbolt, the volunteer assistant will pass it to you"



the area and is famous for escaping from Sydney's Cockatoo Island and for never having actually killed anyone, despite a 40-year career in crime. Plenty of people around him died, though. Thunderbolt's Way is named after him as is Thunderbolt's Rock in Uralla.

McCrossin's Mill tells most of the Thunderbolt story, including a series of paintings depicting his final hours. It's a great museum (in Uralla) and the Thunderbolt story is reminiscent of Jesse James in that you get the impression that, in the end, he wasn't trying too hard not to be shot.

It's not a city museum with everything in protected glass cases. If you want to handle the gun which killed Thunderbolt, the volunteer assistant will pass it to you.

The museum isn't shy about how the indigenous population of the area was treated when the whites arrived and, if you think antipathy towards Asians is new with boat people arriving, the treatment of the Chinese during the gold rush is sobering reading.

Uralla has recently attracted a tree-





Saumarez Homestead is an untouched reminder of the grand life of 1900s landed gentry. Its last full-time residents were two of the servants who were born there, grew up together, married and outlasted the occupiers.

change population shift from Sydney and its pubs, restaurants, book shops and art culture reflects this. It's a very surprising town and worth a lot more than just a beer at the 'top' pub.

ARMIDALE

The New England region has every right to identify itself as different from the rest of the country. Its sense of self was such that, in 1967, a referendum was held to make the New England region a separate state. Current maps would have Victoria, NSW, New England and Queensland as separate entities. The ALP pushed the no vote (mining and steel production in the Hunter Valley as opposed to agriculture everywhere else) and the proposal was defeated by a slim 54/44 per cent margin.

Newcastle would probably have been the new state's capital but Armidale was a serious contender. These days, the town impresses for the architecture of its grand, 1800s buildings and the 1948 decision by the Armidale Improvement and Beautification Committee to plant 1500 trees in the township. The current council still commits to 100-150 new trees every year and the result is brilliant colours throughout the year.

Typical of the period charm of the buildings is Saumarez Homestead



which is a 30-room, Edwardian-era house with 15 other buildings attached which were all required when the house was built to make it self-sufficient.

The National Trust is involved, of course, but it didn't have to do much work to make the place worth visiting. The last surviving member of the family which lived there was transferred to a retirement village in Armidale and walked out leaving the interior of the house as intact as it would have been in early 1900s.

MT stayed at another genius old house – Petersons Guesthouse. By an amazing coincidence, it happens to be a winery as well. The historic homestead, originally named 'Palmerston', was built in 1911 and it has been recently restored, leaving the giant ceilings and huge guest rooms which are so rare in modern architecture.

Prices range between \$200 and \$300 a night depending on the features in the room but there are only seven rooms and even the most modest of them is luxury beyond



THE BIKES

It's a rare opportunity to get three of BMW's touring bikes on one trip: the K1600 GTL, the R 1200 RT and the F 800 GT. While they're not directly comparable in that BMW has different markets in mind for each model, they do offer interesting touring alternatives.



Priced from \$37,590 (plus on-road costs), the K 1600 GTL (pictured, above right)

exudes grand luxury with its giant straight-six engine and overload of comfort features. Dave Morley and his wife, Maree, spent most of their time on this although the jury is still out on whether the pillion comfort was actually better than that offered by the R 1200 RT, mostly piloted by Paul and Joan Newbold. The GTL features a topbox with a surround pillion support which all the pillions warmed to, partly as a result of the heated pillion seat.

If a topbox isn't your thing then you can opt for the K 1600 GT and GT Sport (from \$35,990 and \$36,490 respectively), or go for the flagship GTL Exclusive (from \$42,500) which distinguishes itself by its premium paintwork and seat trimming, among other things.

Dave and Paul are survivors of the 'across Russia' trip MT featured earlier this year but they were on a Suzuki

DR650 and Paul's 1982 Yamaha Ténéré then. Needless to say, they no longer have any secrets from each other and were quite happy to be honest about the respective merits of the big Beemers.

What you probably imagine from a six-cylinder motorcycle actually happens: sensational torque and great road presence. The low rider seat height of 750mm doesn't disguise the size and weight of the bike, however, and the rider needs to keep this in mind, particularly with slow speed work. The design of the 1600 has America written all over it so it wasn't much of a surprise when, ridden with some spirit on a road like the Oxley Highway and trying to keep up with the more sporty R 1200 RT, it occasionally demonstrated some slight ground clearance issues. This is ground clearance, not cornering clearance. It handles better than any bike its size and weight has any right to but it's a genuine tourer, not a sports bike in disguise. If your primary aim is 'happy wife, happy life' and you're a 'smell the roses' rider, you'll love it and so will she. Did I mention the torque?

Priced from \$30,700, the R 1200 RT (above left) appears to be almost



perfectly sorted for both rider and pillion. Controlled suspension travel and the

number of electronic options available to adjust this to the specific conditions you're riding in make it hard to beat on the open road. It has lower gearing than the 1600 which, in top gear roll-ons, makes it almost as fast in the 140-190km/h bracket where most of our top-end riding is done when the red mist descends. It's a fine bike and was everyone's favourite.

Given it's around half the price of the others at \$16,300, the F 800 GT (centre) shouldn't be a direct competitor.

Its limited standard equipment includes two important items: three-stage ride adjustment and heated grips. It was the least comfortable two-up but if most of your touring is solo, it's a great performer.

It was probably the fastest in the tight stuff due to its relatively light weight and it was a pleasure to leave it in fourth gear and sprint from corner to corner without having to change gear. Gearing is high, generally, meaning some attention is required at low engine speeds if you're packed with gear and a pillion. The upside is it will do an indicated 222km/h without feeling in any way stressed. If you're between girlfriends or boyfriends, save yourself some money and maximise your fun!



“Getting to Armidale confirms the cliché that the trip is just as important as the destination”

ALL OVER, ROVER

Bugger. Four days bookended by a sprint back down the Oxley Highway to Port Macquarie, this time with 15 minutes at the Long Flat pub along the way. We took our partners and instead of focusing on the white line in the middle of the road we looked up to smell the roses. The New England High Country has recognised motorcycle tourism as worth pursuing and it's now probably the most motorcycle-friendly destination in the country.

MT's partners loved it as well so if your ride is often 'and partner' then you'll get the best of both worlds: great riding and a happy companion. Make the most of it. If you're staying at Petersons, I recommend the Romance Suite... ■

the imagination of most of us. The guesthouse restaurant has digestible prices for its regional cuisine and its wine is cheap as well – it's the advantage of getting out of the city where exorbitant rent is always factored into the bill.

We used Petersons as a springboard for rides along the Waterfall Way to Ebor and back, calling in at various national parks for short walks to lookouts which revealed what the name of the road suggests – waterfalls.

The eastern escarpment of the Tablelands region has mind-boggling gorges and rainforests protected in around 25 national parks, three of them listed as world heritage areas by UNESCO. Most of the waterfalls suit riders in that the parking area isn't too far from the views – you can do it in your riding gear without melting in the process.



ABOVE: Petersons Guesthouse is a beautifully restored pastoral home which now incorporates a vineyard. The guest rooms are enormous and in keeping with the period style of the rest of the building. See those tiles on the bathroom floor? They're heated!

TOP RIGHT: Sunset and time to leave the Merilba vineyard. Native wildlife is an issue for night riding and care is required.



WIN YOUR OWN TOUR

Having ridden for years in parts of Australia where 'bikers' were treated with caution or suspicion, it's a fascinating change to see a region like the New England High Country not just welcoming motorcycle tourism but actively promoting it.

Visit the Tourism Information Centre in Armidale and pick up a copy of 'New England High Country – experience the highs'. Included in the content is a motorcycle touring guide. When was the last time you read something like this in a

tourism brochure:

"New England High Country roads offer riders hundreds of kilometres of motorcycling bliss. Tight hairpins, long sweeping curves, stunning scenery and bike-friendly towns make our region a must-ride destination."

Such is the commitment to motorcycle touring that a range of exclusive offers has been developed to encourage riders to take advantage of the region. All the details are on www.travelin.com.au/MFC

Visit the site soon and you'll also have the chance to win a personalised motorcycle tour package which will give you and your partner sensational access to the best the region has to offer.

If you need further convincing to make the New England High Country your next touring holiday destination, check out the motorcycle touring video on www.travelin.com.au/MFC Motorcycle Trader can modestly say the talent in the video is exceptional!



Publication	Placement	Specs	Material Deadline	Start	Finish	Duration	Assigned To	Responsible	Aug		Sep			Oct			Nov			
									Aug 2	Aug 9	Aug 16	Aug 23	Aug 30	Sep 6	Sep 13	Sep 20	Sep 27	Oct 4	Oct 11	Oct 18
Print																				
Campaign Content																				
Motorcycle Trader (AMT)	Editorial - High end touring - August issue #298	8-page	24/07/15	13/08/15	13/08/15	0	Grant Roff	Grant Roff		◆ Editorial - High end touring - August issue #298										
Australian Motorcycle News (AMCN)	Editorial - Road riding trip - V. 65, No 5	8-page	20/08/15	03/09/15	03/09/15	0	Kellie Buckley	Kellie Buckley			◆ Editorial - Road riding trip - V. 65, No 5									
Australasian Dirt Bike (ADB)	Editorial - Off Road - November issue	8-page	07/09/15	05/10/15	05/10/15	0	Mitch Lees	Mitch Lees						◆ Editorial - Off Road - November issue						
Motorcycle Trader (AMT)	Editorial - Off Road - December issue		TBA			0	Grant Roff	Grant Roff												
Motorcycle Trader NZ	Editorial - Off Road - December issue		TBA			0	Grant Roff	Grant Roff												
Website																				
As per below schedule (with exception of High End Touring Trailers)																				
Travelln	Video upload - High end touring trailer #1.	30 sec	06/08/15	06/08/15	06/08/15	0	Editorial, Steve Dwight, Ma	Raakhee Nagaonkar		◆ Video upload - High end touring trailer #1.										
AMT	Video upload - High end touring trailer #2.	30 sec	10/08/15	10/08/15	10/08/15	0	Copy: Editorial/Video: Steve	Lindsay Elin		◆ Video upload - High end touring trailer #2.										
	Video upload - High end touring feature.	3-5 mins (TBC)	10/08/15	12/08/15	12/08/15	0	Copy: Editorial/Video: Steve	Lindsay Elin		◆ Video upload - High end touring feature.										
AMCN	Video upload - Road riding trip trailer #1.	30 sec	10/08/15	12/08/15	12/08/15	0	Copy: Editorial/Video: Steve	Lindsay Elin		◆ Video upload - Road riding trip trailer #1.										
	Video upload - Road riding trip trailer #2.	30 sec	24/08/15	01/09/15	01/09/15	0	Copy: Editorial/Video: Steve	Lindsay Elin			◆ Video upload - Road riding trip trailer #2.									
	Video upload - Road riding trip feature.	3-5 mins (TBC)	04/09/15	08/09/15	08/09/15	0	Copy: Editorial/Video: Steve	Lindsay Elin			◆ Video upload - Road riding trip feature.									
ADB	Video upload - Off road trailer #1.	30 sec	10/08/15	12/08/15	12/08/15	0	Copy: Editorial/Video: Steve	Lindsay Elin		◆ Video upload - Off road trailer #1.										
	Video upload - Off road trailer #2.	30 sec	10/08/15	28/09/15	28/09/15	0	Copy: Editorial/Video: Steve	Lindsay Elin						◆ Video upload - Off road trailer #2.						
	Video upload - Off road feature.	3-5 mins (TBC)	02/10/15	06/10/15	06/10/15	0	Copy: Editorial/Video: Steve	Lindsay Elin						◆ Video upload - Off road feature.						
EDM																				
Content clip - link to High end touring trailer #2 on AMT website																				
	Content clip - link to High end touring feature video on Travelln website			10/08/15	10/08/15	0	Copy and img from web	Lindsay Elin		◆ Content clip - link to High end touring trailer #2 on AMT website										
AMCN	Content clip - link to road riding trip trailer #1 on AMCN website			17/08/15	17/08/15	0	Copy and img from web	Lindsay Elin		◆ Content clip - link to High end touring feature video on Travelln website										
	Content clip - link to road riding trip trailer #2 on AMCN website			26/08/15	26/08/15	0	Copy and img from web	Lindsay Elin			◆ Content clip - link to road riding trip trailer #1 on AMCN website									
	Content clip - link to road riding trip feature video on Travelln			02/09/15	02/09/15	0	Copy and img from web	Lindsay Elin			◆ Content clip - link to road riding trip trailer #2 on AMCN website									
ADB	Content clip - link to off road trailer #1 on ADB website			09/09/15	09/09/15	0	Copy and img from web	Lindsay Elin			◆ Content clip - link to road riding trip feature video on Travelln									
	Content clip - link to off road trailer #2 on ADB website			23/09/15	23/09/15	0	Copy and img from web	Lindsay Elin			◆ Content clip - link to off road trailer #1 on ADB website									
	Content clip - link to off road feature video on Travelln			30/09/15	30/09/15	0	Copy and img from web	Lindsay Elin			◆ Content clip - link to off road trailer #2 on ADB website									
Travelln	N/A			07/10/15	07/10/15	0	Copy and img from web	Lindsay Elin			◆ Content clip - link to off road feature video on Travelln									
Social																				
Please tag @NewEnglandHighCountry in Social posts																				
Boost with YouTube instream advertising																				
Boost with Facebook advertising																				
Travel In	YouTube video upload - high end full feature			12/08/15	12/08/15	0	Maddison Capuano	Maddison Capuano		◆ YouTube video upload - high end full feature										
	YouTube video upload - road riding full feature			08/09/15	08/09/15	0	Maddison Capuano	Maddison Capuano			◆ YouTube video upload - road riding full feature									
	YouTube video upload - off road full feature			06/10/15	06/10/15	0	Maddison Capuano	Maddison Capuano				◆ YouTube video upload - off road full feature								
	Facebook video upload - High end touring trailer #1			06/08/15	06/08/15	0	Maddison Capuano	Maddison Capuano		◆ Facebook video upload - High end touring trailer #1										
	Facebook video upload - High end touring trailer #2			10/08/15	10/08/15	0	Maddison Capuano	Maddison Capuano		◆ Facebook video upload - High end touring trailer #2										
	Facebook video upload - high end touring teaser with link to full feature on Travelln website			12/08/15	12/08/15	0	Maddison Capuano	Maddison Capuano		◆ Facebook video upload - high end touring teaser with link to full feature on Travelln website										
	Facebook video upload - road riding trailer #1			26/08/15	26/08/15	0	Maddison Capuano	Maddison Capuano			◆ Facebook video upload - road riding trailer #1									
	Facebook video upload - road riding trailer #2			02/09/15	02/09/15	0	Maddison Capuano	Maddison Capuano			◆ Facebook video upload - road riding trailer #2									
	Facebook video upload - road riding teaser with link to full feature on Travelln website			09/09/15	09/09/15	0	Maddison Capuano	Maddison Capuano			◆ Facebook video upload - road riding teaser with link to full feature on Travelln website									
	Facebook video upload - off road trailer #1			23/09/15	23/09/15	0	Maddison Capuano	Maddison Capuano			◆ Facebook video upload - off road trailer #1									
	Facebook video upload - off road trailer #2			30/09/15	30/09/15	0	Maddison Capuano	Maddison Capuano			◆ Facebook video upload - off road trailer #2									
	Facebook video upload - off road teaser with link to full feature on Travelln website			07/10/15	07/10/15	0	Maddison Capuano	Maddison Capuano			◆ Facebook video upload - off road teaser with link to full feature on Travelln website									
	Instagram video upload - High end touring			12/08/15	12/08/15	0	Maddison Capuano	Maddison Capuano		◆ Instagram video upload - High end touring										
	Instagram video upload - Road riding			20/08/15	20/08/15	0	Maddison Capuano	Maddison Capuano		◆ Instagram video upload - Road riding										
	Instagram video upload - Off road			03/09/15	03/09/15	0	Maddison Capuano	Maddison Capuano		◆ Instagram video upload - Off road										
AMT	Facebook video upload - High end touring trailer #1			06/08/15	06/08/15	0	Chris Harris?	Mary Lee?		◆ Facebook video upload - High end touring trailer #1										
	Facebook video upload - High end touring trailer #2			10/08/15	10/08/15	0	Chris Harris?	Mary Lee?		◆ Facebook video upload - High end touring trailer #2										
	Facebook video upload - high end touring teaser with link to full feature on Travelln website			12/08/15	12/08/15	0	Chris Harris?	Mary Lee?		◆ Facebook video upload - high end touring teaser with link to full feature on Travelln website										
	YouTube video upload - high end full feature			12/08/15	12/08/15	0	Chris Harris?	Mary Lee?		◆ YouTube video upload - high end full feature										
AMCN	Facebook video upload - road riding trailer #1			26/08/15	26/08/15	0	Kellie Buckley	Kellie Buckley		◆ Facebook video upload - road riding trailer #1										
	Facebook video upload - road riding trailer #2			02/09/15	02/09/15	0	Kellie Buckley	Kellie Buckley		◆ Facebook video upload - road riding trailer #2										
	Facebook video upload - road riding teaser with link to full feature on Travelln website			09/09/15	09/09/15	0	Kellie Buckley	Kellie Buckley		◆ Facebook video upload - road riding teaser with link to full feature on Travelln website										
	YouTube video upload - road riding full feature			09/09/15	09/09/15	0	Kellie Buckley	Kellie Buckley		◆ YouTube video upload - road riding full feature										
ADB	Facebook video upload - off road trailer #1			21/09/15	21/09/15	0	Dylan Ruddy	Dylan Ruddy		◆ Facebook video upload - off road trailer #1										
	Facebook video upload - off road trailer #2			28/09/15	28/09/15	0	Dylan Ruddy	Dylan Ruddy		◆ Facebook video upload - off road trailer #2										
	Facebook video upload - off road teaser with link to full feature on Travelln website			07/10/15	07/10/15	0	Dylan Ruddy	Dylan Ruddy		◆ Facebook video upload - off road teaser with link to full feature on Travelln website										
	YouTube video upload - off road full feature			07/10/15	07/10/15	0	Dylan Ruddy	Dylan Ruddy		◆ YouTube video upload - off road full feature										
Campaign Advertising																				
TVC	Ch9 - NSW TNC	30 Sec TVC	07/08/15	16/08/15	25/09/15	31d	Dom Maclean	Dom Maclean												
	Ch9 - VIC GTV	30 Sec TVC	07/08/15	16/08/15	04/09/15	16d	Dom Maclean	Dom Maclean												
Print																				
Motorcycle Trader (AMT) Print advertisement - issue #298																				
Australian Motorcycle News (AMCN)	Print advertisement - V. 65, No 5			24/07/15	13/08/15	0	Caroline Garde	Maegan Kinson		◆ Print advertisement - issue #298										
Motorcycle Trader (AMT)	Print advertisement - issue #299			20/08/15	03/09/15	0	Caroline Garde	Maegan Kinson			◆ Print advertisement - V. 65, No 5									
Australian Motorcycle News (AMCN)	Print advertisement - V. 65, No 6			21/08/15	10/09/15	0	Caroline Garde	Maegan Kinson			◆ Print advertisement - issue #299									
Australian Dirt Bike (ADB)	Print advertisement - November issue			03/09/15	17/09/15	0	Caroline Garde	Maegan Kinson			◆ Print advertisement - V. 65, No 6									
Australian Motorcycle News (AMCN)	Print advertisement - V. 65, No 7			11/09/15	05/10/15	0	Caroline Garde	Maegan Kinson			◆ Print advertisement - November issue									
Motorcycle Trader (AMT)	Print advertisement - issue #300			17/09/15	01/10/15	0	Caroline Garde	Maegan Kinson			◆ Print advertisement - V. 65, No 7									
Australian Dirt Bike (ADB)	Print advertisement - December issue			18/09/15	08/10/15	0	Caroline Garde	Maegan Kinson			◆ Print advertisement - issue #300									
	Print advertisement - December issue			07/10/15	02/11/15	0	Caroline Garde	Maegan Kinson			◆ Print advertisement - December issue									
Display																				
AMT	Leaderboard			06/08/15	13/08/15	30/10/15	57d	Caroline Garde	Samantha Youl											
	MREC			06/08/15	13/08/15	30/10/15	57d	Caroline Garde	Samantha Youl											
	Inline banner			06/08/15	13/08/15	30/10/15	57d	Caroline Garde	Samantha Youl											
AMCN	Leaderboard			06/08/15	13/08/15	30/10/15	57d	Caroline Garde	Samantha Youl											
	MREC			06/08/15	13/08/15	30/10/15	57d	Caroline Garde	Samantha Youl											
	Inline banner			06/08/15	13/08/15	30/10/15	57d	Caroline Garde	Samantha Youl											
ADB	Leaderboard			06/08/15	13/08/15	30/10/15	57d	Caroline Garde	Samantha Youl											
	MREC			06/08/15	13/08/15	30/10/15	57d	Caroline Garde	Samantha Youl											
	Inline banner			06/08/15	13/08/15	30/10/15	57d	Caroline Garde	Samantha Youl											

Tourism Report Attachment 3

My Favourite Corner - Implementation Plan					
Publication	Placement	Specs	Material Deadline	Start	Finish
Print	Campaign Content				
Motorcycle Trader (MCT)	Editorial - High end touring - August issue #298	8-page	24/07/2015	13/08/2015	N/A
Australian Motorcycle News (AMCN)	Editorial - Road riding trip - V. 65, No 5	8-page	20/08/2015	3/09/2015	N/A
Australasian Dirt Bike (ADB)	Editorial - Off Road - November issue	8-page	7/09/2015	5/10/2015	N/A
Website					
Travelln	Video upload - High end touring trailer #1.	30 sec	6/08/2015	28/09/2015	N/A
	Video upload - High end touring trailer #2.	30 sec	10/08/2015	5/10/2015	N/A
	Video upload - High end touring feature.	3 - 5 mins	10/08/2015	12/10/2015	N/A
	Video upload - Road riding trip trailer #1.	30 sec	10/08/2015	2/09/2015	N/A
	Video upload - Road riding trip trailer #2.	30 sec	24/08/2015	23/09/2015	N/A
	Video upload - Road riding trip feature.	3 - 5 mins	4/09/2015	30/09/2015	N/A
	Video upload - Off road trailer #1.	30 sec	10/08/2015	23/09/2015	N/A
	Video upload - Off road trailer #2.	30 sec	10/08/2015	30/09/2015	N/A
	Video upload - Off road feature.	3 - 5 mins	2/10/2015	7/10/2015	N/A
MCT	Video upload - High end touring trailer #1.	30 sec	6/08/2015	28/09/2015	N/A
	Video upload - High end touring trailer #2.	30 sec	10/08/2015	5/10/2015	N/A
	Video upload - High end touring feature.	3 - 5 mins	10/08/2015	12/10/2015	N/A
AMCN	Video upload - Road riding trip trailer #1.	30 sec	10/08/2015	18/09/2015	N/A
	Video upload - Road riding trip trailer #2.	30 sec	24/08/2015	23/09/2015	N/A
	Video upload - Road riding trip feature.	3 - 5 mins	4/09/2015	30/09/2015	N/A
ADB	Video upload - Off road trailer #1.	30 sec	10/08/2015	23/09/2015	N/A
	Video upload - Off road trailer #2.	30 sec	10/08/2015	30/09/2015	N/A
	Video upload - Off road feature.	3 - 5 mins	2/10/2015	7/10/2015	N/A
EDM					
MCT	Content clip - link to High end touring trailer #1 on Travelln website			28/09/2015	N/A
	Content clip - link to High end touring trailer #2 on Travelln website			5/10/2015	N/A
	Content clip - link to High end touring feature video on Travelln website			12/10/2015	N/A
AMCN	Content clip - link to road riding trip trailer #1 link to Travel In Website			2/09/2015	N/A
	Content clip - link to road riding trip trailer #2 link to Travel In Website			23/09/2015	N/A
	Content clip - link to road riding trip feature link to Travel In Website			30/09/2015	N/A
ADB	Content clip - link to off road trailer #1 link to Travel In Website			23/09/2015	N/A
	Content clip - link to off road trailer #2 link to Travel In Website			30/09/2015	N/A
	Content clip - link to off road feature video on Travel In Website			7/10/2015	N/A
Social					
<i>Please tag @NewEnglandHighCountry in Social posts & Please use #Myfavouritecorner.</i>					
Travel In	YouTube video upload - high end full feature			12/10/2015	N/A
	YouTube video upload - road riding full feature			8/09/2015	N/A
	YouTube video upload - off road full feature			7/10/2015	N/A
	Facebook video upload - High end touring trailer #1			28/09/2015	N/A
	Facebook video upload - High end touring trailer #2			5/10/2015	N/A
	Facebook video upload - high end touring teaser with link to full feature on Travelln website			12/10/2015	N/A
	Facebook video upload - road riding trailer #1			2/09/2015	N/A
	Facebook video upload - road riding trailer #2			23/09/2015	N/A
	Facebook video upload - road riding teaser with link to full feature on Travelln website			30/09/2015	N/A
	Facebook video upload - off road trailer #1			23/09/2015	N/A
	Facebook video upload - off road trailer #2			30/09/2015	N/A
	Facebook video upload - off road teaser with link to full feature on Travelln website			7/10/2015	N/A
	Instagram video upload - High end touring			12/10/2015	N/A
	Instagram video upload - Road riding			30/09/2015	N/A
Instagram video upload - Off road			7/10/2015	N/A	
MCT	Facebook video upload - High end touring trailer #1			28/09/2015	N/A
	Facebook video upload - High end touring trailer #2			5/10/2015	N/A
	Facebook video upload - high end touring teaser with link to full feature on Travelln website			12/10/2015	N/A
AMCN	YouTube video upload - high end full feature			5/10/2015	N/A
	Facebook video upload - road riding trailer #1			18/09/2015	N/A
	Facebook video upload - road riding trailer #2			23/09/2015	N/A
	Facebook video upload - road riding teaser with link to full feature on Travelln website			30/09/2015	N/A
ADB	YouTube video upload - road riding full feature			9/09/2015	N/A
	Facebook video upload - off road trailer #1			23/09/2015	N/A
	Facebook video upload - off road trailer #2			30/09/2015	N/A
	Facebook video upload - off road teaser with link to full feature on Travelln website			7/10/2015	N/A
	YouTube video upload - off road full feature			7/10/2015	N/A
Campaign Advertising					
TVC	Ch9 - NSW TNC	30 Sec TVC	7/08/2015	16/08/2015	25/09/2015
Print	Material Due				
Motorcycle Trader (MCT)	Print advertisement - issue #298		24/07/2015	13/08/2015	N/A
Australian Motorcycle News (AMCN)	Print advertisement - V. 65, No 5		20/08/2015	3/09/2015	N/A
Motorcycle Trader (MCT)	Print advertisement - issue #299		21/08/2015	10/09/2015	N/A
Australian Motorcycle News (AMCN)	Print advertisement - V. 65, No 6		3/09/2015	17/09/2015	N/A
Australian Dirt Bike (ADB)	Print advertisement - November issue		11/09/2015	5/10/2015	N/A
Australian Motorcycle News (AMCN)	Print advertisement - V. 65, No 7		17/09/2015	1/10/2015	N/A
Motorcycle Trader (MCT)	Print advertisement - issue #300		18/09/2015	8/10/2015	N/A
Australian Dirt Bike (ADB)	Print advertisement - December issue		7/10/2015	2/11/2015	N/A
	All Press Material:				
Display					
MCT	Leaderboard		6/08/2015	23/09/2015	30/11/2015
	MREC		6/08/2015	23/09/2015	30/11/2015
	Inline banner		6/08/2015	23/09/2015	30/11/2015
AMCN	Leaderboard		6/08/2015	23/09/2015	30/11/2015
	MREC		6/08/2015	23/09/2015	30/11/2015
	Inline banner		6/08/2015	23/09/2015	30/11/2015
ADB	Leaderboard		6/08/2015	23/09/2015	30/11/2015
	MREC		6/08/2015	23/09/2015	30/11/2015
	Inline banner		6/08/2015	23/09/2015	30/11/2015
External Network					
	PPC (Adwords)			10/01/2015	TBC
	Remarketing			10/01/2015	TBC



ENGINEERING SERVICES

6. Wages & Overtime Summary

Pay Period	Week Ending	Overtime Hours	Amount (\$)
8	16/082015	60.25	2,797.32
9	23/08/2015	43.25	1,939.29
10	30/08/2015	50.00	2,614.27
11	06/09/2015	32.25	1,588.96
12	13/09/2015	70.50	3,371.32
13	20/09/2015	45.75	2,313.39
TOTAL		302.00	\$14,624.55

7. Shire Roads Maintenance

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

Gravel Surface:

The following roads received maintenance grading during this period:

- ❖ Lakes Road
- ❖ Cowsby Road
- ❖ Brackendale Road
- ❖ Geraldine Road
- ❖ Ruby's Nob Road
- ❖ Hurricane Gully Road
- ❖ Merlin Downs Road
- ❖ Campfire Road
- ❖ Tops Road
- ❖ Brooks Road
- ❖ Walcrow Mummel Road

Gravel Re-Sheeting:

The following roads were gravel re-sheeted during this period:

- ❖ Brackendale Road
- ❖ Geraldine Road
- ❖ Scrubby Gully Road

Rural Addressing:

The following roads had rural addressing signs installed:

- ❖ Belhaven Road
- ❖ Aberbaldie Road

Heavy Patching:

Niangala Road received strategic heavy patching during this period.

Guide Post Maintenance:

Guide post maintenance occurred on the following roads:

- ❖ Bergen Road

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- ❖ Hurricane Gully Road
- ❖ Ruby's Nob Road

Drainage Works:

Drainage works occurred on the following Roads:

- ❖ Hurricane Gully Road
- ❖ Geraldine Road
- ❖ Moona Plains Road
- ❖ Saleyards Road
- ❖ Scrubby Gully Road

State Highway 11:

- ❖ Completed additional safety signage near chimney swamp creek.
- ❖ Maintenance:
 - ◆ Drainage works have occurred in segment 3340 (within the recently completed narrow section at Congi).
 - ◆ Pothole Patching.
 - ◆ Repairing road edges.
 - ◆ Vegetation maintenance.

Regional Roads:

- ❖ Maintenance:
 - ◆ Cut out several shoves on the Thunderbolts Way.
 - ◆ Pothole Patching.
 - ◆ Vegetation maintenance.

Works In Town:

- ❖ Tree and garden maintenance.
- ❖ Depot Shed Underway.

Proposed Works for the Coming Period:

Shire Roads:

Grading will occur on the following roads

1. Brooklyn Road
2. Bukeiro Road
3. Chinooks Road
4. Echo Point Road
5. Riverside Road
6. Lockyer's Lane
7. Rowley's Creek Road
8. Oklahoma Road
9. Nuggetty Gully Road

State Highway 11:

- ❖ Additional safety signage will be installed near Chimney Swamp Creek.
- ❖ Maintenance:
 - ◆ Further drainage works
 - ◆ Crack Sealing

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- ◆ Pothole Patching
- ◆ Culvert Cleaning

Regional Roads:

- ❖ The “Yerrawun” rehabilitation will be started. It is intended that this rehabilitation will be completed before November.

Works In Town:

- ❖ Tree and garden maintenance.
- ❖ Pool Maintenance.
- ❖ Footpath Maintenance.
- ❖ Complete Depot Shed.

8. Water Matters

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

- ❖ Monthly Usage – 10.33 Megalitres
- ❖ Daily Usage – 333 Kilolitres
- ❖ Usage per person/day – 199 Litres

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



ENVIRONMENTAL SERVICES

9. Development

Development Approvals and Refusals for August 2015

Information is being provided on development approvals and refusals for the month of August 2015. The following data details the development approvals issued by Council and private certifiers for August 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
10.2015.12	Demolish existing dwelling, new multi dwelling housing & consolidation of lots	8N Middle St, Walcha	T Dawson	26/08/2015	Approved – Council
10.2015.13	Single new dwelling, new shed & temporary dwelling	199 Oxley Dr, Walcha	A K McDarmont	3/08/2015	Approved – Delegation
10.2015.14	Single dwelling alterations & additions	7N Lagoon St, Walcha	R J Morrison	14/08/2015	Approved – Delegation
10.2015.15	Single new dwelling	195W Hill St, Walcha	M J Keogh	13/08/2015	Approved – Delegation
10.2015.16	Demolish existing shed & erect new shed	120W North St, Walcha	Walcha Council	14/08/2015	Approved – Delegation
10.2015.18	Shed	19W Churchill St, Walcha	G A Dick	20/08/2015	Approved – Delegation
Monthly Estimated Value of Approvals: \$1,861,800.00					
Refusals:					
DA No.	Description	Location	Applicant	Determined	Determination
Nil					

Development Applications Outstanding				
DA No.	Description	Location	Applicant	Status
10.2015.19	Subdivision of land	226W Hill St, Walcha	V P Mullins	Assessment
10.2015.20	Storage shed / workshop	116N Towers St, Walcha	R J Latham	Assessment
10.2015.21	Subdivision of land	111W-113W Fitzroy St, Walcha	V J Gordon	Assessment
				Total: 3

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Construction Certificates

Approvals:

CC No.	Description	Location	Applicant	Determined	Determination
11.2015.11	Single dwelling alterations & additions	7N Lagoon St, Walcha	R J Morrison	14/08/2015	Approved – Delegation
11.2015.12	Demolish existing shed & erect new shed	120W North St, Walcha	Walcha Council	14/08/2015	Approved – Delegation

Issued by Private Certifier

CC No.	Description	Location	Applicant	Determined	Determination
--------	-------------	----------	-----------	------------	---------------

Nil

Monthly Estimated Value of Approvals: \$85,600.00

Construction Certificates Outstanding

CC No.	Description	Location	Applicant	Status
11.2015.8	Alterations & additions to dwelling	167W Evans Street WALCHA 2354	J A Payne	Awaiting additional information
11.2015.10	Single new dwelling	199 Oxley Drive WALCHA 2354	A K McDarmont	Assessment (referral)

Total: 2

Complying Development Applications

Approvals:

CDC No.	Description	Location	Applicant	Determined	Determination
---------	-------------	----------	-----------	------------	---------------

Nil

Issued by Private Certifier

Nil

Monthly Estimated Value of Approvals: \$0

Complying Development Applications Outstanding

CDC No.	Description	Location	Applicant	Status
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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	17

Submitted to Council: 30 September 2015

..... General Manager Mayor



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),
- *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 August 2015	
Dog attacks	2
Roaming dogs	6
Other animal	1

Tree Management Applications

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

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

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



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

13. Walcha Council Community Care

Groups

Women's Group and Wanderer's Group

5 August 2015 – 18 clients from the Women's Group and the Wanderer's Group attended morning tea at the Community Day Centre Rooms.

12 August 2015 – the Wanderers Group enjoyed morning tea at the Community Day Centre Rooms. The morning consisted of a group craft project and game activities. The group are finding their creative side and are having fun doing a mosaic tiled table and chair.

19 August 2015 – 21 members from the Women's and Wanderer's Group enjoyed the day at the Walcha Bowling Club. The group was entertained by Glen Crosby, a popular singer in Tamworth and father of the Crosby Sisters. The group had a lovely day and look forward to listening and singing along with Glen another day.

26 August 2015 – The Wanderer's Group spent the morning at Ralph's property, "Winterbourne Pines", where they enjoyed morning tea and the fantastic view from Ralph's verandah. The group then travelled to Uralla through the back roads where they had lunch and filled in the afternoon strolling around Uralla.

Men's Group

11 August 2015 – 18 gentlemen attended morning tea at the Community Day Centre Rooms. Chris Feltham was the guest speaker for the morning and talked about the charity

Submitted to Council: 30 September 2015

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Westpac Helicopter bike ride from Cameron's Corner to Tamworth and the incredible journey and experiences they had along the way.

25 August 2015 – 14 gentlemen attended the bowling day held at the Walcha Bowling Club where a social game of bowls was enjoyed before lunch.

Transport – August 2015

Medical drives– 18 clients utilized the service in which 31 trips to medical appointments were made.

Access bus – 8 clients used the service making 40 trips.

Bus to Tamworth – 14 clients use the service on 28 August 2015. The car was also taken to provide an opportunity for extra people wanting to travel to Tamworth to see the movie "The Last Cab to Darwin".

Bus to Armidale numbers was as follows:

- ◆ 4 August 2015 – 7clients – Walcha Service
- ◆ 11 August 2015 – 6 clients – Walcha Service
- ◆ 18 August 2015 – 5 clients – Walcha Service
- ◆ 25 August 2015 – 7 client – Walcha Service

Meals on Wheels

9 clients received 173 meals in August 2015.

Rural and Remote Exercise Groups

5 clients attended the exercise groups at Niangala.

10 clients attended the exercise groups at Nowendoc.

Feedback and Complaints

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

Meetings and Training

4 August – WCCC Advisory Committee meeting held in the Community Day Centre Rooms.

6 August – Centre Based Day Care meeting held at Bingara.

12 August – Transport Forum held at Barraba.

13 August – Dementia support group get together held in the Community Day Centre Rooms.

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: 30 September 2015

..... General Manager Mayor



Committee Reports

Submitted to Council: 30 September 2015

..... General Manager Mayor

**MINUTES OF THE MEETING OF THE WALCHA PRESCHOOL
ADVISORY COMMITTEE HELD AT THE WALCHA PRESCHOOL ON
25 AUGUST 2015 COMMENCING AT 3.40PM**

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

IN ATTENDANCE: Nil

APOLOGIES: Clr Clint Lyon and Stacey Miller

**CONFIRMATION OF THE MINUTES OF THE MEETING HELD ON
19 MAY 2015**

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

BUSINESS ARISING:

The Records / Preschool Administration Manager gave the committee an update on the preschool funding model. Fee setting will be on the agenda for the next meeting.

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 have increased slightly
- Professional Development undertaken by educators and planned for in the future.

GENERAL BUSINESS:

6.1 Policy Review

Policies up for review were:

- Allergies and Anaphylaxis Policy
- Arrival and Departures Policy
- Asthma Policy
- Back Care and Manual Handling Policy
- Child Health Policy
- Contact between Children and Animals Policy
- Hygiene Policy

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- Indoor Safety Policy
- Dental Accidents Policy

The Committee RECOMMENDED that Council ADOPT the Allergies and Anaphylaxis Policy, Arrival and Departures 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.

Next meeting date is 13 October 2015.

THERE BEING NO FURTHER BUSINESS THE CHAIRPERSON CLOSED THE MEETING AT 4:25 PM.

CONFIRMED: _____ (Signature of Chairperson)

DATE: ___/___/___

**MINUTES OF THE MEETING OF THE WALCHA PRESCHOOL
ADVISORY COMMITTEE HELD AT THE WALCHA PRESCHOOL ON
25 AUGUST 2015 COMMENCING AT 3.40PM**

Allergies and Anaphylaxis – NQA2

Aim

Walcha Preschool will minimise the risk of exposure of children to foods and other substances, which might trigger severe allergy or anaphylaxis in susceptible children.

Food allergies in children are common and are usually due to peanuts, other tree nuts, fish, shellfish, eggs, wheat, milk, milk products, soy, seed and some fruits. Food allergies are more common in children under 2 years of age. Nut allergy is the most likely allergy to need availability of adrenaline. Other substances to which children can have a severe allergic reaction are drugs (especially antibiotics and vaccines), bees, other insect stings, and some plants. The most severe form of allergic reaction to any substance is anaphylaxis and effective immediate management requires adrenaline.

Legislative Requirements

Walcha Preschool and all educators must ensure all operations are compliant to the following Acts/Regulations as required by the State of New South Wales. Failure to meet the below requirements is a criminal offence and may result in fines of up to \$22,000.

Related Policies

Food and Nutrition Policy

Allergy and Anaphylaxis Policy

Who is affected by this policy?

- Child
- Educators
- Families
- Management
- Visitors

Implementation

To minimise the risk of exposure of children to foods that might trigger severe allergy or anaphylaxis in susceptible children, Walcha Preschool will:

Educate children not trade or share food, food utensils or food containers.

Be aware that allergy in children can be triggered in the following ways – contact through ingestion, inhalation of a dust or vapour, skin contact, or a bite or sting.

Be aware that allergies are very specific to the individual and it is possible to have an allergy to any foreign substance.

Where possible, ensure all children with food allergies only eat food and snacks that have been prepared for them at home.

Ensure food preparation, food serving, and relief educators are informed of children and educators who have food allergies, the type of allergies they have, and Walcha Preschool's procedures for dealing with emergencies involving allergies and anaphylaxis.

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Restrict the use of foods likely to cause allergy in craft and cooking play.

In preparing food, prevent cross-contamination between foods, food surfaces and utensils, particularly when preparing foods containing the most likely allergens such as nuts, milk and milk products, eggs and egg products, and soy.

Where a child is known to have a susceptibility to severe allergy or anaphylaxis to a particular food, Walcha Preschool will inform the families and educators and request that those foods related to that allergy are not bought to Walcha Preschool such as:

- peanuts, brazil nuts, cashew nuts, hazelnuts, almonds, pecan nuts
- any other type of tree or ground nuts, peanut oil or other nut based oil or cooking product, peanut or any nut sauce, peanut butter, hazelnut spread, marzipan
- any other food which contains nuts such as chocolates, sweets, lollies, nougat, ice creams, cakes, biscuits, bread, drinks, satays, pre-prepared Asian or vegetarian foods
- foods with spices and seeds such as mustard, poppy, wheat and sesame seeds
- nut and peanut material is also often in cosmetics, massage oils, body lotions, shampoos and creams such as Arachnis oil.

If displaying personal information about children's or educators allergies in food preparation or serving areas, do so in accordance with privacy guidelines, such as displaying in an area accessible to educators and not accessible to visitors or other families. Explain to families the need to display personal information for the purpose of the child's obtain signed parental consent.

Ensure children identified as allergic to specific triggers and substances do not have access to or contact with those substances.

Ensure body lotions, shampoos and creams used on allergic children have been approved by their parent.

Other common groups of substances which can trigger allergic reaction or anaphylaxis in susceptible children include:

- all types of animals, insects, spiders and reptiles
- all drugs and medications, especially antibiotics and vaccines
- many homeopathic, naturopathic and vitamin preparations
- many species of plants, especially those with thorns and stings
- latex and rubber products
- Band-Aids, Elastoplast and products containing rubber based adhesives.

An epi-pen is available on site and stored in the locked first aid kit. All staff have been trained in its use.

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Relevant Legislation and Key Resources

- Anaphylaxis. (2010). Anaphylaxis Australia <http://www.allergy.org.au>
- Education and Care Services National Law and Regulations 2011
- National Quality Framework
- Bryant, L. (2009). Managing a Child Care Service : A Hands-On Guide for Service Providers. Sydney: Community Child Care Co-Operative.
- Guide to the National Quality Standards
- Australian Children's Education and Care Quality Authority (ACECQA)-
www.acecqa.gov.au
- Staying Healthy in Child Care, NHMRC, 2005
- Work Health and Safety Act 2011 (WHS Act).

Review

The policy will be reviewed annually. The review will be conducted by:

- Management
- Employees
- Families
- Interested Parties

Date Adopted	31/7/2013	Minute No. 19/2013-14
Date Reviewed	11/5/2015	
Nominated Supervisor		
Management Committee Representative:		

**MINUTES OF THE MEETING OF THE WALCHA PRESCHOOL
ADVISORY COMMITTEE HELD AT THE WALCHA PRESCHOOL ON
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Arrival and Departure Policy – NOA2 & NOA6

Aim

To ensure and encourage the safety of children, families, visitors and educators during arrival and departure experiences at Walcha Preschool and to educate such persons of appropriate procedures.

Legislative Requirements

Walcha Preschool and all educators must ensure all operations are compliant to the following Acts/Regulations as required by the State of New South Wales. Failure to meet the below requirements is a criminal offence and may result in fines of up to \$22 000

Related Policies

Protective Behaviours Policy
Work Health and Safety Policy

Who is affected by this policy?

- Child
- Families
- Educators

Implementation

The following guidelines must be adhered to at all times to ensure the safety of the children.

Arrival:

- All children must be signed IN by their parent or responsible adult in order for parents to be eligible for Childcare Benefit. This also assists educators in the event of evacuation of Walcha Preschool. This is the parent/caregivers responsibility.
- A cubby is available to children for the storage of their bag and clothing for the day.

Departure:

- Nominated supervisors are to ensure that the authorised pick-up list for each child is kept up to date.
- No child will be released into the care of any persons not known to educators. If educators do not know the person by appearance, the person must be able to produce some form of photo identification to prove that they are a person authorised to collect the child on the child's enrolment form.
- Parents must give prior notice where the person collecting the child is someone other than those mentioned on the enrolment form, e.g. in an emergency situation. The person nominated by the parent must be able to produce some form of identification.
- Children are not to be released into the care of persons not authorised to collect the child, e.g. court orders concerning custody and access.
- Parents must give prior notice of any variation in the persons picking up the child. If notice is not given, and educators cannot contact the parent, the child must not be released into the care of that person.
- If the authorised person collecting the child appears to be intoxicated, or under the influence of drugs, and educators feel that the person is unfit to take responsibility for

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the child, the educators are to bring the matter to the person's attention before releasing the child into their care.

Wherever possible, such discussion is to take place without the child being present. Educators are to suggest that they contact another authorised person from the enrolment form, inform them of the situation and request they collect the child as soon as possible. If the person refuses to allow the child to be collected by another authorised person, educators are to inform the police of the circumstances, the person's name and vehicle registration number.

Educators cannot prevent a parent or guardian from collecting a child, but do have a moral obligation to persuade a parent to seek alternative arrangements if they feel the parent is in an unfit state to accept responsibility for the child.

- All children must be signed OUT by a parent or responsible adult this assists educators in knowing who has left Walcha Preschool
- At the end of each day 2 educators check the premises including outdoors and indoors to ensure that no child remains on the premises after Walcha Preschool closes.

Individuals visiting Walcha Preschool must also sign in when they arrive at Walcha Preschool, and sign out when they leave. Details of absences during the day must also be recorded.

Relevant Legislation and Key Resources

- Education and Care Services National Law and Regulations 2011
- National Quality Framework
- Guide to the National Quality Standards
- Australian Children's Education and Care Quality Authority (ACECQA)-
www.acecqa.gov.au

Review

The policy will be reviewed annually. The review will be conducted by:

- Management
- Employees
- Families
- Interested Parties

Date Adopted	31/7/2013	Minute No. 19/2013-14
Date Reviewed	11/5/2015	
Nominated Supervisor		
Management Committee Representative:		

**MINUTES OF THE MEETING OF THE WALCHA PRESCHOOL
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Asthma Policy – NQA2

Aim

Walcha Preschool aims to provide appropriate attention and care to children with asthma and ensure that such children are integrated into all activities. We encourage play and exercise for children with asthma. All educators will uphold and implement positive beliefs and values in relation to children with asthma to develop a sense of security and confidence. Educators will assist children with asthma, other children, visitors and families to understand asthma and medication in a positive manner.

Legislative Requirements

Walcha Preschool and all educators must ensure all operations are compliant to the following Acts/Regulations as required by the State of New South Wales. Failure to meet the below requirements is a criminal offence and may result in fines of up to \$22,000.

Related Policies

Accident and Illness and Emergency Treatment Policy

Who is affected by this policy?

- Child
- Families
- Educators
- Management

Implementation

Management will:

- Identify children with asthma during the enrolment process
- Provide all affected families with a copy of the Asthma policy upon enrolment.
- Provide educators with a copy of the Asthma policy.
- Opportunities for educators to attend regular asthma training should be encouraged and made available by Walcha Preschool.
- Provide an Asthma Record to all families of children with asthma on enrolment.
- Ensure all educators are informed of the children with Asthma in their care.
- Ensure that an Asthma First Aid poster is displayed in a key location.
- Encourage open communication between families & educators.
- Identify and where possible, minimise asthma triggers using appropriate techniques, policies and procedures.

Educators will:

- Ensure that they maintain current Asthma First Aid Training.
- Ensure that they are familiar with each child with asthma in care.
- In regular consultation with families, optimise the health and safety of each child through supervised management of the child's asthma.
- Only administer prescribed and approved medication.
- No medication prescribed for anyone other than a particular child will be given.
- All medication must be clearly marked with the child's name and be stored appropriately.

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- Ensure that all regular prescribed asthma medication is administered in accordance with the information on Child's Asthma Record.
- Medication is to be administered (on a non-emergency basis) and is to be recorded accurately by the parent/guardian, in relation to time and dosage, and will be signed by an educator on its administration.
- Communicate without undue delay to families, if they are concerned about a child's asthma.

Families will:

- Inform educators and Walcha Preschool, either upon enrolment of their child with Asthma or on initial diagnosis (without delay), that their child has a history of asthma.
- Provide all relevant information regarding the child's asthma via the Asthma Record as provided by the child's doctor.
- Notify Walcha Preschool educators, in writing, of any alterations to the Asthma Record.
- Ensure that their child maintains adequate supply of appropriate medication (reliever) and spacer device clearly labelled with the child's name including expiry dates.
- Communicate all relevant information and concerns to educators as the need arises.
- Parent/guardian must give written authority for medication to be dispensed by filling in a Medication Form. If the Medication Form is not filled in, except in the case of an emergency, medication will not be administered on that day.
- Do not leave medications in your child's bag. Give it directly to an educators upon arrival.

In the event of a child having an asthma attack whilst at Walcha Preschool:

1. The child will be given reassurance, calmed and removed to a quiet area under the direct supervision of a suitably trained educator.
2. Asthma medication will be administered as outlined in the child's Asthma Record Form.
3. The parent/guardian will be contacted by phone immediately.
4. In the event of a severe attack, the Ambulance service will be contacted on 000 immediately and the 4 Step Asthma First Aid Plan will be implemented until Ambulance arrives.

Relevant Legislation and Key Resources

- Education and Care Services National Law and Regulations 2011
- National Quality Framework
- Guide to the National Quality Standards
- Australian Children's Education and Care Quality Authority (ACECQA)-
www.cecqa.gov.au
- Work Health and Safety Act 2011 WHS Act) www.workcover.gov.au
- The Asthma Foundation of NSW. (2010, February). The Asthma Foundation of NSW. Retrieved February 26, 2010, from The Asthma Foundation of NSW:
<http://www.asthma.org.au/>

**MINUTES OF THE MEETING OF THE WALCHA PRESCHOOL
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Review

The policy will be reviewed annually. The review will be conducted by:

- Management
- Employees
- Families
- Interested Parties

Date Adopted	31/7/2013	Minute No. 19/2013-14
Date Reviewed	11/5/2015	
Nominated Supervisor		
Management Representative:	Committee	

**MINUTES OF THE MEETING OF THE WALCHA PRESCHOOL
ADVISORY COMMITTEE HELD AT THE WALCHA PRESCHOOL ON
25 AUGUST 2015 COMMENCING AT 3.40PM**

Back Care and Manual Handling Policy (Preschool) – NOA2 & NOA7

Remember:

- Manual handling means any activity requiring the use of force exerted by the person to lift, lower, push, pull, carry or otherwise move, hold or restrain any person or object.
- Manual handling injuries may be caused by the above activities listed above. Injuries can include back strains, similar strains and sprains in parts of the body such as the neck, arm, shoulder and knee.
- Manual handling injuries also encompass overuse injuries or, as a result of falling during manual handling, bruising or laceration.

Recommendations:

As working with children is physically demanding, it is wise to do warm-up exercises for three to five minutes before starting work. This is particularly important during cold periods as muscles and tendons are more likely to be damaged when cold. Simple exercises to warm and stretch all the major muscle groups will help prevent injury.

In addition, regular exercise such as walking, tennis, golf or aerobics will help condition muscles but anyone with neck, back or muscular problems should see a doctor before exercising. To help prevent injuries, there are legal requirements for manual handling in the workplace.

The employer, in consultation with staff/educators will:

- Provide you regularly with training in Manual Handling and Back Care.
- Display in the staff room written information regarding manual handling and any updates as required.
- Make sure that equipment and containers are designed and maintained to be, as far as workable, safe and without risk to health and safety when manually handled.
- Make sure that the work practices involving manual handling and the work environment are designed to be, as far as workable, consistent with safe manual handling activities.
- Identify, assess and control all risks associated with manual handling in each workplace.
- Clearly mark any equipment which requires more than one person to lift or move it.

Principles of Preventing Manual Handling Injuries:

- Eliminate or reduce the amount of manual handling.
- Reduce the amount of bending, forward reaching, and twisting, in all tasks.
- Reduce worker fatigue.
- Keep all equipment in good working order.
- Keep the workplace environment safe.

To help prevent manual handling injuries:

Kneel down rather than bend down.

- For example, helping a child to put their shoes on.

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Sit down rather than bend.

- For example, if a child needs comforting, sit down on the floor and encourage the child to sit on your lap.

Sit in an appropriate sized chair or on the floor.

- A suitable chair allows an adult to sit with upper legs horizontal to hips and feet flat on the floor.

Carry children only when necessary.

- The correct way to carry a child is with one arm under the child's buttocks and the other arm supporting the child's back. At the same time, hold the child facing you, as close to your body as possible.
- Adults should try to avoid carrying a child on their hip because this can strain the back.

When lifting awkward loads, be careful to lift with a balanced and comfortable posture.

Minimise the need to reach above shoulder level.

- If necessary use a step ladder.

Avoid extended reaching forward,

- For example, leaning into low equipment boxes.

Share the load if the equipment is heavy, long or awkward.

When sliding, pulling or pushing equipment that is not easy to move, e.g. trestles or gym mats, ask for help and organise a team lift.

Where possible, rearrange surroundings to meet the needs of both children and adults.

Remember these needs when buying furniture and equipment or upgrading facilities.

Use equipment and furniture that can be moved around as safely and easily as possible.

To complete lengthy writing tasks, e.g. program planning, sit at an appropriate adult sized chair at an adult sized table.

Larger children to climb up steps/ladder provided to change table.

Avoid Twisting when Lifting. Many injuries result from twisting while lifting. To avoid this:

- Move equipment when children are not around.
- Rearrange storage so that it is easier and safer to replace and remove items.
- Lift only within the limits of your strength.
- Use beds and equipment that are easy to move.
- Make sure you can see where you are going when carrying equipment or children.
- Be especially careful when lifting a child with special needs.

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Avoid Accidents with Careful Housekeeping. Good housekeeping means fewer accidents. Check that:

- The floors and other walking surfaces are uncluttered, even and non-slippery.
- The workplace is tidy.
- There is adequate space to perform each task.
- Equipment is maintained regularly.
- Lighting is adequate.

How to Lift Safely

- Place your feet in a stride position.
- Keep your breastbone as elevated as possible.
- Bend your knees.
- Brace your stomach muscles.
- Hold the object close to your centre of gravity, i.e. around your navel.
- Move your feet not your spine.
- Prepare to move in a forward-facing direction
- Ask for help when it is not possible to lift on your own.

How to Organise a Team Lift.

- Ask a colleague who is willing and able to help.
- Ideally the colleague should be fairly well matched with you in size and strength.
- Agree on a plan of action.
- A coordinated movement during a lift is important.
- Timing is important for co-ordination.
- One person should act as a team leader and ‘call’ the lift.

How to Assess the Correct Storage and Shelving Height

Correct storage and shelving height is important to prevent slips, falls and strains:

- To check the height at which it is safest for each individual to work, stand with feet together and hands by sides:
- The best height range for handling loads is around waist level.
- The acceptable height for lifting is any point between the individual’s knuckle and shoulder.
- Seldom-used objects can be stored at the shoulder-to-raised arm height (use ladders to avoid stretching).
- Avoid storing objects at a level between an individual’s knuckles and the floor.
- Mechanical aids such as ladders and trolleys should be used where possible to avoid lifting.

Legislative Requirements

Walcha Preschool and all educators must ensure all operations are compliant to the following Acts/Regulations as required by the State of New South Wales. Failure to meet the below requirements is a criminal offence and may result in fines of up to \$22,000.

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ADVISORY COMMITTEE HELD AT THE WALCHA PRESCHOOL ON
25 AUGUST 2015 COMMENCING AT 3.40PM**

Relevant Legislation and Key Resources

- Education and Care Services National Law and Regulations 2011
- National Quality Framework
- Bryant, L. (2009). Managing a Child Care Service : A Hands-On Guide for Service Providers. Sydney: Community Child Care Co-Operative.
- Guide to the National Quality Standards
- Australian Children’s Education and Care Quality Authority (ACECQA)-
www.acecqa.gov.au
- WHS Act 2011 www.workcover.nsw.gov.au

Review

The policy will be reviewed annually. Review will be conducted by:

- Management
- Employees
- Families
- Interested Parties

Date Adopted	31/7/2013	Minute No. 19/2013-14
Date Reviewed	11/5/2015	
Nominated Supervisor		
Management Representative:	Committee	

**MINUTES OF THE MEETING OF THE WALCHA PRESCHOOL
ADVISORY COMMITTEE HELD AT THE WALCHA PRESCHOOL ON
25 AUGUST 2015 COMMENCING AT 3.40PM**

Child Health Policy – NQA2

Aim

Walcha Preschool aims to provide, promote and encourage the maintenance of a safe and healthy environment to ensure the safety and wellbeing of all children. The policy must be upheld by all educators, children, families, visitors or other persons attending the Walcha preschool.

Legislative Requirements

Walcha Preschool and all educators must ensure all operations are compliant to the following Acts/Regulations as required by the State of New South Wales. Failure to meet the below requirements is a criminal offence and may result in fines of up to \$22,000.

Related Policies

Workplace Health and Safety Policy
Protective Behaviours Policy

Who is affected by this policy?

- Child
- Educators
- Families
- Management
- Visitors

Implementation

Walcha Preschool is a smoke, alcohol and illegal substances free premises.

In order to keep children and educators free from the dangers of tobacco smoke, other smoke and illegal substances, the following rules apply.

Smoking and the consumption of alcohol is prohibited in all areas of Walcha preschool during the hours of operation including:

- Inside
- Outside in the playground.
- Outside in the car-park.

Smoking is also prohibited:

- At any social activity, whether in work hours or not, where the children and educators are involved.

Walcha Preschool has No Smoking signs displayed.

Relevant Legislation and Key Resources

- Education and Care Services National Law and Regulations 2011
- National Quality Framework
- Guide to the National Quality Standards

**MINUTES OF THE MEETING OF THE WALCHA PRESCHOOL
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- Australian Children's Education and Care Quality Authority (ACECQA)-
www.acecqa.gov.au
- WHS Act 2011 www.workcover.nsw.gov.au

Review

The policy will be reviewed annually. Review will be conducted by:

- Management
- Employees
- Families
- Interested Parties

Date Adopted	31/7/2013	Minute No. 19/2013-14
Date Reviewed	27/7/2015	
Nominated Supervisor		
Management Representative:	Committee	

**MINUTES OF THE MEETING OF THE WALCHA PRESCHOOL
ADVISORY COMMITTEE HELD AT THE WALCHA PRESCHOOL ON
25 AUGUST 2015 COMMENCING AT 3.40PM**

Contact between Children and Animals Policy – NOA2

Aim

Walcha Preschool will ensure it provides a safe, clean and humane environment for all animals and birds that visit the preschool. The preschool will ensure pest control measures are taken at the service. The Preschool will minimise health risk for children from contact with animals, such as injuries, infection and allergies.

Legislative Requirements

Walcha Preschool and all educators must ensure all operations are compliant to the following Acts/Regulations as required by the State of New South Wales. Failure to meet the below requirements is a criminal offence and may result in fines of up to \$22,000.

Background

Responsible ownership of pets, animals or birds that reside at the preschool or visit the preschool premises is a must. Children need role modelling of appropriate behaviours with animals and guidance for caring for the needs of animals. This policy also takes into consideration unwanted visitors such as pests and vermin.

Maintaining animal health and minimising contact between animals and children is necessary for children's and staff health and safety. Animals can become a source of infection and injury, and children under the age of 4 years old are most at risk of dog bites.

Practices

When animals are present in the preschool or when visiting petting zoos, the preschool will:

- Make best endeavours that all animals and their homes are kept clean and hygienic.
- Staff must ensure they have clean bedding and water.
- Food and water is available for the pet.
- Children must be supervised at all times when interacting with animals.
- Make enquiries to ascertain that pets and animals pose no known health or safety risk for the children; such as allergies.
- Animals will not have access to children's bedding, toys, food preparation areas, eating surfaces or utensils.

Animals and birds visiting the preschool as part of the children's program are the responsibility of the owner(s).

The staff will make be endeavours that:

- The environment remains safe and hygienic at all times during the visit.
- Inform families of the pending visit if part of the program.
- Floors are cleaned on a daily basis.
- Supervise children when in contact with any animal.
- Encourage children and staff to wash their hands after petting an animal.
- Not allow the children to put their faces near the animal.
- The operator regularly removes and appropriately disposes of animal faeces and other wastes, by using hot soapy water.
- Ensure there is no contact with animals while the children are eating.
- Keep children away from any unknown dogs when on outings.

**MINUTES OF THE MEETING OF THE WALCHA PRESCHOOL
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There are situations that may spontaneously occur, involving animals. For example, there may be a situation where an animal or bird has made its way unaccompanied into Walcha Preschool. The staff will use this as a spontaneous learning experience for the children. At all times they will ensure the safety and well being of the children.

If an animal or bird is potentially dangerous; such as a snake or spider, staff will contact an appropriate authority for assistance. In NSW this authority is the National Parks and Wildlife Service 1300 361 967 (8.30am - 5.00pm).

The animal's movements will be monitored to ensure a speedy and efficient capture by a professional, but priority is to be given to staff, child and family safety. At no time is the potentially dangerous animal, insect or bird to be approached or touched by staff, children or families.

- Pest control will occur during the school holidays for vermin, insects and spiders.
- Educators will monitor any occurrences in the preschool to determine the success of control measures.
- If pests and vermin are seen, staff will advise the Nominated Supervisor/Nominated Supervisor and will arrange for additional pest control visits.
- Where appropriate, staff discuss with children safety issues relating to dangerous products, plants, vermin and objects

Relevant Legislation and Key Resources

- WHS Act 2011 www.workcover.nsw.gov.au
- Education and Care Services National Law and Regulations 2011;
- Work, Health and Safety Act 2011 and Regulations 2001 (NSW);
- Australian Standards for toys, equipments and glass in buildings
- National Quality Framework
- Guide to the Education and Care Services National Law and the Education and Care Services National Regulations
- Australian Children's Education and Care Quality Authority (ACECQA)-
www.acecqa.gov.au
- Kidsafe NSW Inc – www.kidsafensw.org.au
- Environmental Health Fact Sheet – Petting Zoos
- Staying Healthy in Child Care, HMRC,2001:www.health.gov.au/nhmrc
- NSW Department of Health www.health.nsw.gov.au/factsheets/general/pettingzoo

Review

The policy will be reviewed annually. The review will be conducted by:

- Management
- Employees
- Families
- Interested Parties

Date Adopted	31/7/2013	Minute No. 19/2013-14
Date Reviewed	27/7/2015	
Nominated Supervisor		
Management Representative:	Committee	

**MINUTES OF THE MEETING OF THE WALCHA PRESCHOOL
ADVISORY COMMITTEE HELD AT THE WALCHA PRESCHOOL ON
25 AUGUST 2015 COMMENCING AT 3.40PM**

Hygiene Policy – NQA2

Aim

Walcha Preschool aims to provide, promote and encourage the maintenance of a safe and healthy environment to ensure the safety and wellbeing of all children. The policy must be upheld by all educators, children, families, visitors or other persons attending the preschool at any time.

Legislative Requirements

Walcha Preschool and all educators must ensure all operations are compliant to the following Acts/Regulations as required by the State of New South Wales. Failure to meet the below requirements is a criminal offence and may result in fines of up to \$22,000.

Related Policies

Work Health and Safety Policy
Food and Nutrition Policy

Implementation

Hygiene

Hand washing is considered to be the most effective way of controlling infection in Walcha Preschool. Educators and children should wash their hands:

- Before all food related tasks e.g. handling and preparing food and eating.
- After all dirty tasks e.g. toileting, cleaning up faeces, vomit or blood, wiping a nose, playing outside, and handling animals.
- After removing gloves.
- Before and after giving a child medication.
- After giving first aid.

Educators and children will be encouraged to wash their hands:

- When arriving at Walcha Preschool to reduce the introduction of germs.
- Before going home to prevent taking germs home.

Items returned to a child's home for laundering will have soiling removed and will be stored securely and not placed in the child's bag. The items will be placed in the laundry for collection by the parent.

Walcha Preschool will ensure that toilets and hand washing facilities are easily accessible to children. Children will be encouraged to flush toilets and wash hands after use.

- Educators will use separate cloths or tissues to wipe different children's faces and noses. Tissues will be disposed of immediately after wiping a child's nose.
- Each child will have their own bedding which will be supplied by the family. This will be sent home each holidays for laundering, and during the term if necessary.
- Walcha Preschool will wash mouthed toys daily using warm water and soap, and dry in the sun, clean books by wiping with moist cloth and drying, clean storage areas weekly.
- Surfaces will be cleaned with detergent after each activity and all surfaces cleaned thoroughly daily. The floor in each room will be washed every day. Areas contaminated with body fluids will be disinfected after washing.

**MINUTES OF THE MEETING OF THE WALCHA PRESCHOOL
ADVISORY COMMITTEE HELD AT THE WALCHA PRESCHOOL ON
25 AUGUST 2015 COMMENCING AT 3.40PM**

- Educators will ensure that children do not eat food that has been handled by another child or that has been dropped on the floor.
- Food preparation facilities will be maintained according to Children’s Services Amendment Regulation requirements.
- Walcha Preschool will ensure it meets all requirements for food handling premises in accordance with the FSANZ Food Safety Code.
- The rules of hygiene and dental care will be included in the child's program and educators will initiate discussion about these subjects with groups and individual children at appropriate times.
- Information on hygiene and dental care principles and practices will be displayed in the reception area and drawn to the attention of all parents on a regular basis.
- No alcohol or unlawful substances will be consumed on the premises of Walcha Preschool at any time when the service is being provided to the children.
- No smoking of any substance will be smoked on any part of the premises of Walcha Preschool at any time when the service is being provided to the children.

Relevant Legislation and Key Resources

- Education and Care Services National Law and Regulations 2011
- National Quality Framework
- Standards Australia
- Work Health and Safety Act 2011 (WHS Act)
- National Quality Framework
- Guide to the Education and Care Services National Law and the Education and Care Services National Regulations
- Australian Children’s Education and Care Quality Authority (ACECQA)-
www.acecqa.gov.au
- Environmental Health Fact Sheet – Petting Zoos
- Staying Healthy in Child Care, HMRC,2001:www.health.gov.au/nhmrc

Review

The policy will be reviewed annually. The review will be conducted by:

- Management
- Employees
- Families
- Interested Parties

Date Adopted	31/7/2013	Minute No. 19/2013-14
Date Reviewed	27/7/2015	
Nominated Supervisor		
Management Committee Representative:		

**MINUTES OF THE MEETING OF THE WALCHA PRESCHOOL
ADVISORY COMMITTEE HELD AT THE WALCHA PRESCHOOL ON
25 AUGUST 2015 COMMENCING AT 3.40PM**

Indoor Safety Policy – NOA2 & NOA3

Aim

Walcha Preschool will minimise the risk of and respond effectively to accidents and injuries in indoor environments.

Legislative Requirements

Walcha Preschool and all educators must ensure all operations are compliant to the following Acts/Regulations as required by the State of New South Wales. Failure to meet the below requirements is a criminal offence and may result in fines of up to \$22,000.

Background

To avoid or reduce accidents and injuries it is important to create and maintain a safe indoor environment. Recognising potential hazards, eliminating or controlling hazards, responding quickly and appropriately to emergencies, is important.

Typical causes of injury indoors include falls from equipment and furniture such as bookshelves and couches, slipping on wet floors, tripping and slipping hazards such as blocks or books left on the floor, snagging hazards such as clothing caught on protruding objects, entrapment of body parts including fingers being caught in small spaces such as gate hinges or doors. These hazards can be minimised through close supervision and developing and following a safety checklist.

Relevant Legislation and Key Resources

- WHS Act 2011 www.workcover.nsw.gov.au
- Education and Care Services National Law and Regulations 2011;
- Work, Health and Safety Act 2011 and Regulations 2011 (NSW);
- Australian Standards for toys, equipments and glass in buildings
- National Quality Framework
- Guide to the Education and Care Services National Law and the Education and Care Services National Regulations
- Australian Children’s Education and Care Quality Authority (ACECQA)-
www.acecqa.gov.au
- Kidsafe NSW Inc –www.kidsafensw.org.au
- Environmental Health Fact Sheet – Petting Zoos
- Staying Healthy in Child Care, HMRC,2001:www.health.gov.au/nhmrc
- NSW Department of Health - www.health.nsw.gov.au
- Office for Early Childhood Education and Care:
www.education.qld.gov.au/earlychildhood/pdfs/tip-sheets/tip-sheet-indoor-play.pdf
-

Practices

To ensure that the indoor environment is safe from hazards, staff will:

- Supervise the children at all times
- Keep equipment clear of thoroughfares
- Provide sufficient space for dramatic play areas and equipment such as blocks
- Offer suitable positioning of quiet and noisy activity areas, in consideration of room limitations

**MINUTES OF THE MEETING OF THE WALCHA PRESCHOOL
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- Create aesthetically pleasing areas of interest that will engage children in play
- Provide self-choice shelves with a variety of resources to encourage decision making.
- Establish a routine of checking the indoor play area each morning before children arrive at the service to remove or manage any safety concerns.
- A safety checklist will be used and kept in the indoor area for educators.
- The checklist will be completed and equipment to be maintained on a regular basis — daily, weekly, monthly or as required.
- Encourage children to use equipment safely.
- Develop rules with children for safe play.
- Encourage children to rest when tired.
- Make sure that all furniture is stable and secured so that it does not fall on children or catch on loose clothing or ribbons.
- Store all cleaning products and chemicals in locked cupboards and out of children's reach.
- Where necessary MSDS will be kept for certain products
- Never use empty drink bottles or other non-original container as dispensers for these products, as a child may confuse the contents for a drink.
- Store all medications appropriately and out of children's reach.
- Ensure rooms are well ventilated to help prevent the spread of infectious diseases.
- Regularly check smoke detectors and fire extinguishers. Fire drills will also be conducted on a regular basis.
- Evacuation routes are shown in main room, kitchen and outdoors
- Hot water is regulated between 40-43 degrees Celsius.
- Parents will be informed if animals are going to be on the premises
- Any hazards relating to the premises/building the landlord will be notified and a risk assessment form is to be completed.
- Ensure soft furnishings and carpets are fire resistant, well-laid and regularly cleaned
- Be vigilant about picking up items off the floor, especially in walkways and around lockers.
- Regularly check the doors in the indoor area to ensure that children are unable to access areas which may not be safe, such as kitchens or access areas where there is no adult supervision.
- Ensure all electrical outlets and appliances are suitably protected to prevent electric shock.

Review

The policy will be reviewed annually. The review will be conducted by:

- Management
- Employees
- Families
- Interested Parties

Date Adopted	31/7/2013	Minute No. 19/2013-14
Date Reviewed	27/7/2015	
Nominated Supervisor		
Management Representative:	Committee	

**MINUTES OF THE MEETING OF THE WALCHA PRESCHOOL
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Dental Accidents Policy - NOA2

Aim

To facilitate the prevention and management of dental trauma in children, Walcha Preschool will train their educators in dental trauma through first aid training. Walcha Preschool will seek information from the local Area Health or Public Health unit. The educators will be skilled through training to deal with a dental emergency and applying first aid for a dental injury.

Legislative Requirements

Walcha Preschool and all educators must ensure all operations are compliant to the following Acts/Regulations as required by the State of New South Wales. Failure to meet the below requirements is a criminal offence and may result in fines of up to \$22,000.

Related Policies

- Accident and Illness and Emergency Treatment Policy
- Workplace Health and Safety Policy

Who is affected by this policy?

- Child
- Educators
- Families
- Management
- Visitors

Implementation

First Aid for a knocked out or chipped tooth in a younger child

If a child has a dental injury where the tooth is chipped or the whole tooth is knocked out:

- Manage as an emergency, inform the parents/family and complete an injury report form.
- Do not reinsert the tooth back into the socket (avulsed deciduous teeth are not usually placed back).
- Gently rinse the tooth or tooth fragments in clean milk or clean water to remove blood and place in a clean container or wrap in cling wrap to give to the parent or dentist.
- Seek dental advice as soon as possible and ensure educators or the parent takes the tooth/tooth fragments to the dentist with the child.

First Aid for a knocked out or chipped permanent tooth in an older child or adult

- Manage as an emergency, inform the parents/family and complete an injury report form.
- Gently rinse the tooth fragments in clean milk or clean water for a few seconds to remove excess dirt and blood.
- Handle the tooth by its crown (the white enamel top part of the tooth), not its root and be careful not to rub off the endothelial fragments on the root of the tooth as these are needed for the tooth to take if replaced by the dentist.
- If an adult or older child who can be relied on not to swallow their tooth, it is preferable to replace the tooth back into the socket. (Be certain that the tooth is

**MINUTES OF THE MEETING OF THE WALCHA PRESCHOOL
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placed into the socket the correct way round, in its original position, using the other teeth next to it as a guide).

- Hold the tooth in place by gently biting on a clean handkerchief or gauze pad.
- If unable to reinsert the tooth, get the casualty to hold the tooth inside the mouth next to the cheek or place the tooth in clean milk, sterile saline, or clean water. Place a firm pad of gauze over the socket and have the casualty bite gently on the gauze.
- Seek dental advice as soon as possible and ensure you or the family takes the child to the dentist with the tooth/tooth fragments within 30 minutes, as the root endothelial layer begins to deteriorate after 30 minutes.
- If the tooth has been in contact with dirt or soil, advise the family that tetanus prophylaxis may be required and advise them to consult with both their dentist and doctor.

Relevant Legislation and Key Resources

- Australian Dental Association (Victorian Branch); Dental FAQs – Dental Emergencies,
- Parasol First Aid Guide
- National Quality Framework
- Guide to the Education and Care Services National Law and the Education and Care Services National Regulations
- Australian Children’s Education and Care Quality Authority (ACECQA)-
www.acecqa.gov.au
- Staying Healthy in Child Care, HMRC,2001:www.health.gov.au/nhmrc

Review

The policy will be reviewed annually. The review will be conducted by:

- Management
- Employees
- Families
- Interested Parties

Date Adopted	31/7/2013	Minute No. 19/2013-14
Date Reviewed	27/7/2015	
Nominated Supervisor		
Management Committee Representative:		



Walcha Council Mountain Festival Committee



Held on

Tuesday, 15 September 2015

9:00am

at

Walcha Council Chambers
2W Hamilton Street, Walcha

Members:

Clr Kevin Ferrier

Tourism Manager – Susie Crawford

Community Representatives – Lisa Kirton, Cameron Greig, Vicki McIvor, Ron Denham, Barry Marshall, Chris Feltham, Leanne Natty, Glenn Dick, Michael Luchich, Ian Mackey, Mick Wilson (Westpac Rescue Helicopter)

Quorum – 4 Members to be Present

MINUTES

Present:

Clr Kev Ferrier, Chris Feltham, Barry Marshall, Ron Denham, Leanne Natty, Vicki McIvor, Ian Mackey, Lisa Kirton & Susie Crawford

1. Apologies
Mick Wilson, Cameron Greig, Glenn Dick, Michael Luchich

2. Minutes of previous meeting – 18 August 2015 (Appendix A)
Read as true and correct (Crawford, Denham)

3. Business Arising

3.1 **Billy Carts (Kev)**

- 3.1.1 **Sponsorship** –Royal Café have sponsored the start gate. Foodworks are on board also to sponsor. **KEV** to ring Noelene at Jobs Australia.
- 3.1.2 **Hay bales** – It was agreed we would only use hay bales for the roundabout and utilise orange barriers for the rest of road. **SUSIE** to confirm use of barriers with Council. **KEV** to organise hay bales.
- 3.1.3 **Start Gate** – Completed by Brad at Royal Cafe.
- 3.1.4 **Rigid Tow/Eyelets** – Rigid tow to be made by **CHRIS**. Current Walcha Billy Cart owners to be advised of the need for eyelet. Brad Keable has 2 carts. Cameron Little has 1. Chris Feltham has 1.
- 3.1.5 **Billy Cart riders - SUSIE/LISA** to do a printout of registration form for school foyer to attract riders.

3.2 **Road Ride (Cam)**

- 3.2.1 **Update**
Cameron not in attendance. Defer to next meeting.
- 3.2.2 **Promotion**
Cameron not in attendance. Defer to next meeting.

3.3 **Westpac Rescue Helicopter Mountain Bike Challenge (Chris/Mick)**

CHRIS will distribute 50 flyers in Inverell on the weekend and also put post on Cycling pages. **MICK** to organise promotion in newspapers and on radio. **MICK/CHRIS** will organise a cycling promotional poster just for the rides.

3.4 **Quilt Exhibition (Leanne)**

Opening hours will be 9am to 4pm both days at Villa Wolka Woolshed. A quilt will be donated as raffle prize again this year. It will be displayed in exhibition.

3.5 **Vintage Cars & Motorcycles (Lisa)**

Lisa has confirmed attendance of following car/motorcycle clubs:
Tamworth District Antique Motor Club, Classic & Specialist Car Club
Armidale, Guyra & District Specialist Car Club. **LISA** to make phone calls and follow up on the others. To choose favourite care we could either pick a few people out of the crowd to vote for their favourites or do a lucky door (car) prize. Give each car a raffle ticket on arrival and draw at end of day. This was the preferred option by the committee. Those cars drawn will win a token prize donated by Mountain Motors.

3.6 Trail Ride (Ian)

Ian has received formal approval from ATHRA and has had meetings with adjoining property owners (Mike Faulkner, Andrew Elliot) and will meet with Damien Timbs this week to confirm trail ride route . Ride is 15kms and will go for approximately 3 hours. Eighteen people have registered for the trail ride so far, Ian expects to get about thirty all up. **IAN & CHRIS** to meet to ensure safe ride access for trail riders and bike riders, possibly on one of the days that Chris is marking out the event track.

3.7 Market Stalls

Susie/Lisa have confirmed 20 stalls at this stage. There will still be a few more to come in once final confirmation calls are made. Walcha handmade are unable to have a stall this year but will donate a substantial raffle prize.

3.8 Langford (Barry)

3.8.1 Langford Tours

Tours will run from 9am to 3pm hourly. If there is a high demand for a particular time slot then two tours may run. Bookings are to be taken by the Visitor Information Centre. No one to be turned away if desired timeslot is full.

3.8.2 Long Lunch

Menu has been finalised and sent to Kate Durack. Promotion to begin shortly by **SUSIE/LISA**. Bookings for lunch to be taken by Barry.

3.10 Promotion

3.10.1 Festival Website (Lisa/Michael)

Looks fantastic, thank you to Michael Luchich and Kate Durack (Alternation) for doing this in-kind. Lisa to keep updated with current information. Website has had quite a bit of traffic and once people get there they are having a good look through the site at all the events happening over the two days.

3.10.2 Posters/Flyers/Program (Susie/Lisa)

Posters and flyers have been distributed in Walcha and surrounding major towns. Program has been sent to Kate and will be circulated as soon as it is ready.

3.10.3 Promotional Program/Timetable

Susie has sent off editorial and images to FOCUS magazine in New England and Port Macquarie regions. Space has been booked in the Advocate for advertising and editorial. **MICK** to organise further print advertising/editorial with his contacts at Country Leader, Northern Daily Leader, Port City News and Armidale Express. **MICK** to organise possible radio advertising. Two flashing sign boards will used 2-3 weeks prior to the event to advertise event on Oxley Highway and Thunderbolts Way. **SUSIE** to see if we have access to any iPhone footage from last years Festival so we can get a television story on the event.

3.11 Rotary & Quota Clubs assistance

KEV to confirm start time with Rotary as 7am for collection of gold coin entry fee.

4. General Business

5. Next Meeting

TUESDAY, October 8th 2015

9.00am

Council Chambers

Meeting Close. 10.15am



Delegate Reports

Submitted to Council: 30 September 2015

..... General Manager Mayor

MINUTES OF THE ORDINARY MEETING OF THE NEW ENGLAND TABLELANDS (NOXIOUS PLANTS) COUNTY COUNCIL HELD IN THE ARMIDALE OFFICE, 129 RUSDEN STREET, ARMIDALE ON WEDNESDAY 17 JUNE 2015 COMMENCING AT 8:25 AM

PRESENT Councillor M. Woods (Chair), Councillor M. Dusting, Councillor A. Murat, and Councillor D. Heagney

IN ATTENDANCE: General Manager, Mr W. Deer and District Weeds Officer.
Mr M. Benham

APOLOGIES

Councillor M. O'Connor

20/15 RESOLVED it was resolved on the motion of Councillors Dusting and Murat that the apology be accepted.

DECLARATIONS OF INTEREST

There were no declarations of interest.

CONFIRMATION OF MINUTES OF THE ORDINARY MEETING HELD ON WEDNESDAY 22 APRIL 2015

21/15 RESOLVED on the motion of Councillors Dusting and Murat that the Minutes of the Ordinary Meeting of the New England Tablelands (Noxious Plants) County Council held on 22 April 2015 copies of which have been distributed to all members are taken as read and confirmed a true record.

BUSINESS ARISING FROM THE MINUTES OF THE ORDINARY MEETING HELD ON WEDNESDAY 22 APRIL 2015

There were no matters arising.

CHAIRPERSON'S REPORT

The Chair advised of the following:

- Provided details of the meeting attended in Sydney on 9th June 2015 to discuss the formation of the new State Weeds Committee to replace the previous Noxious Weeds Advisory Committee, including the establishment process, terms of reference and likely representation. Clr Woods reinforced the need for local government to have an oversight of strategic planning matters relating to weed management especially in view of the changes occurring with the Local Land Services.
- That a new funding model is to be rolled out as part of the assessment process of applications under the NSW Weeds Action Program 2015-2020. Consultation is to occur with parties affected as well as Local Government NSW. It was noted that the General Manager will be attending a meeting in Coffs Harbour on 24th June 2015 as part of this consultation process.
- Mentioned that local Councils are working on their "Fit for the Future" proposals and that a new template is required to be completed by the submission date of 30th June 2015.

MINUTES OF THE ORDINARY MEETING OF THE NEW ENGLAND TABLELANDS (NOXIOUS PLANTS) COUNTY COUNCIL HELD IN THE ARMIDALE OFFICE, 129 RUSDEN STREET, ARMIDALE ON WEDNESDAY 17 JUNE 2015 COMMENCING AT 8:25 AM

GENERAL MANAGER'S REPORT

1. LOCAL GOVERNMENT REMUNERATION TRIBUNAL (ITEM 6.1.1)

22/15 RESOLVED on the motion of Councillors Dusting and Murat that the annual fees for Councillors for the 2015/2016 financial year be increased by 2.5% over the allowances for 2014/2015. Councillors will be remunerated \$2,262.00 and for the Chair, \$5,656.00.

2. NEW ENGLAND WEEDS AUTHORITY ANNUAL OPERATIONAL PLAN (ITEM 6.1.2)

23/15 RESOLVED on the motion of Councillors Murat and Heagney that Council in accordance with the provisions of the Local Government Act 1993 and regulations thereunder, adopt the New England Weeds Authority Annual Operational Plan 2015/16.

3. PUBLIC INTEREST DISCLOSURES REPORT (ITEM 6.1.3)

24/15 RESOLVED on the motion of Councillors Heagney and Dusting that:

1. That the six- monthly report on Council's compliance with their obligations under the Public Interest Disclosures Act 1994 be received and noted.
2. That a copy of the report be forwarded to the NSW Ombudsman.

4. GOVERNMENT INFORMATION (PUBLIC ACCESS) ACT 2009 (GIPA) – PUBLICATION GUIDE REVIEW (ITEM 6.1.4)

25/15 RESOLVED on the motion of Councillors Dusting and Heagney that under the provisions of Section 21 of the Government Information (Public Access) Act 2009, Council adopts the revised New England Tablelands (Noxious Plants) County Council Publication Guide as attached to the report.

5. DELIVERY PROGRAM PROGRESS REPORT (ITEM 6.1.5)

26/15 RESOLVED on the motion of Councillors Murat and Dusting that Council receive and note the 6 monthly report to 30th June 2015 on the progress of the Principle Activities under Council's Delivery Program.

MINUTES OF THE ORDINARY MEETING OF THE NEW ENGLAND TABLELANDS (NOXIOUS PLANTS) COUNTY COUNCIL HELD IN THE ARMIDALE OFFICE, 129 RUSDEN STREET, ARMIDALE ON WEDNESDAY 17 JUNE 2015 COMMENCING AT 8:25 AM

6. REVIEW OF COUNCIL POLICIES (ITEM 6.1.6)

27/15 RESOLVED on the motion of Councillors Heagney and Murat that Council reaffirm the adoption of the following Policies as attached to the report.

- Investment Policy No: 01/11
- Drug and Alcohol Policy No: 03/11
- Engagement of Contractors Policy No: 04/11
- Procurement of Goods and Services Policy No: 05/11
- Annual Leave Policy No: 02/12
- Gifts and Benefits Policy No: 03/12
- Enforcement Policy No: 01/10
- Records Management Policy No: 01/13

7. LOCAL GOVERNMENT ANNUAL CONFERENCE 2015 (ITEM 6.1.7)

28/15 RESOLVED on the motion of Councillors Dusting and Heagney that Council:

1. Approve the attendance of two representatives at the 2015 Local Government NSW Annual Conference, those representatives being the Chair and the General Manager.
2. Approve payment of all expenses associated with the attendance at the Conference in accordance with the Payment of Expenses Policy.

8. 19TH NSW WEEDS CONFERENCE 2017-CALLS FOR EXPRESSION OF INTEREST TO HOST (ITEM 6.1.8)

29/15 RESOLVED on the motion of Councillors Murat and Dusting that Council make a submission to the Weed Society of NSW Inc. to host the 19th NSW Weeds Conference to be held in 2017.

7. INVESTED FUNDS REPORT (ITEM 6.1.9)

30/15 RESOLVED on the motion of Councillors Dusting and Heagney that:

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

**MINUTES OF THE ORDINARY MEETING OF THE NEW ENGLAND
TABLELANDS (NOXIOUS PLANTS) COUNTY COUNCIL HELD IN THE
ARMIDALE OFFICE, 129 RUSDEN STREET, ARMIDALE ON WEDNESDAY
17 JUNE 2015 COMMENCING AT 8:25 AM**

8. WEED CONTROL MATTERS (ITEM 6.2.1)

The General Manager provided a verbal update in relation to weed control matters.

31/15 RESOLVED on the motion of Councillors Murat and Dusting that Council adopt the quarterly report on the NSW Weeds Action Plan.

MATTERS OF URGENCY

Nil

NEXT MEETING:

The next meeting will be held on Wednesday, 26 August 2015 at 8:30 am.

**THERE BEING NO FURTHER BUSINESS THE CHAIR DECLARED THE
MEETING CLOSED AT 8.50 AM**



JOINT ORGANISATION

MEETING

Held at

Walcha Council

Thursday 3 September 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
 - Gwydir Shire Council**
Cr John Coulton, Mayor and Max Eastcott, General Manager
 - Gunnedah Shire Council**
Eric Groth, General Manager
 - Liverpool Plains Shire Council**
Cr Robert Webster, Deputy Mayor
 - Moree Plains Shire Council**
Cr Katrina Humphries, Mayor
 - Walcha Council**
Cr Janelle Archdale, Mayor and Jack O'Hara, General Manager
 - Uralla Shire Council**
Damien Connor, General Manager

1 REGIONAL GOVERNANCE

1.1 APOLOGIES

Apologies were announced as having been received from Cr Andrew Hope, Mayor, and Ron Van Katwyk, Acting General Manager, Liverpool Plains Shire Council, Cr Owen Hasler, Mayor, Gunnedah Shire Council, Stewart Todd, General Manager, Narrabri Shire Council, Lester Rodgers, General Manager, Moree Plains Shire Council and Paul Bennett, General Manager, Tamworth Regional Council.

Declaration of Interest

Nil

1.2 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

MOTION

Moved Cr Bolton, Narrabri and seconded Cr Coulton, Gwydir

105/15 RESOLVED

That the Minutes of the Meeting of Namoi Councils held on 14 August 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 26

MOTION

Moved Cr Archdale, Walcha and seconded Cr Bolton Narrabri

106/15 RESOLVED

That Outstanding Action List 26 be received and noted.

1.5 FINANCE REPORT

The Executive Officer advised that the Bank Statement had not been received and the August Bank Reconciliation would be presented to the October Board Meeting.

2 REGIONAL ADVOCACY

2.1 MOREE PLAINS SHIRE COUNCIL – TERRY HIE HIE – ROCK CREEK ROAD

MOTION

Moved Cr Archdale, Walcha and seconded Cr Humphries, Moree

107/15 RESOLVED

That the Executive Officer be requested to submit a report to the next Board Meeting identifying the Namoi Councils criteria applying to projects for inclusion as *Regional Infrastructure Priority Projects* and that the adopted List of Regional Infrastructure Priority Projects be reviewed at the February 2016 Board Meeting.

2.2 REGIONAL MEDIA ISSUES

Nil

2.3 MEDIA RELEASES ISSUED

Nil

2.4 OUTWARD CORRESPONDENCE

MOTION

Moved Cr Humphries, Moree and seconded Cr Bolton, Narrabri

108/15 RESOLVED

That Outward Correspondence Items 2.4.1 to 2.4.8 be noted and that the Namoi Councils "*Open for Business Position Statement*" be amended to record member Councils support for mineral resource development that is of "State and National significance".

2.5 INWARD CORRESPONDENCE

Nil

3 INTERGOVERNMENTAL COLLABORATION

3.1 REGIONAL LIQUOR ACCORD COORDINATION

Sgt Anthony Smith, Walcha Police and John Begley, Tamworth Liquor Accord Coordinator, addressed the Board Meeting seeking support for a submission to the State Government to fund the appointment of a Northern Regional Coordinator of Liquor Accords to provide direct assistance to existing Liquor Accords within the New England North West and assist with the establishment of new Liquor Accords throughout the Region.

Sgt Smith advised that the Tamworth Liquor Accord had achieved a reduction in alcohol related crime within the City of over 50% in the two year period of operation of the Accord. The Board was advised that all member Councils would be provided with a copy of the "*Liquor Accord Terms*" document to provide guidance and direction in the establishment of Liquor Accords.

Namoi Councils was requested to provide a "*Letter of Support*" to accompany the submission for funding for the establishment of a Regional Liquor Accords Coordinator.

MOTION

Moved Cr Archdale, Walcha and seconded Cr Bolton, Narrabri

109/15 RESOLVED

That Namoi Councils Joint Organisation support the Tamworth Liquor Accord submission to the State Government to fund the employment of a Northern Regional Coordinator of Liquor Accords to provide direct assistance to existing Liquor Accords within the New England North West and assist with the establishment of new Liquor Accords throughout the Region

3.2 MEMBER FOR TAMWORTH, KEVIN ANDERSON MP

The Member for Tamworth, Mr Kevin Anderson MP, addressed the Board in relation to the following matters and issues:

- Any apology was tendered for the Minister for Local Government, the Hon Paul Toole MP, for his inability to attend the Board Meeting due to a commitment to attend a NSW Budget Session.
- The Minister requested that his acknowledgement of good work being undertaken by the Namoi Councils Pilot JO in building a Joint Organisation business model.
- IPART intended to release its Report in respect of NSW Councils “Fit for the Future” submissions lodged on 30 June 2015.
- The IPART Report on “Fit For the Future” Council submissions would be first submitted to Cabinet, then to Parliament and thereafter, release to NSW Councils.
- An “*Emerging Directions*” Paper is nearing finalisation by the Office of Local Government which will document the work of the 5 Pilot JOs in building a Joint Organisation business model.
- The “*Emerging Directions*” Paper will, amongst other things, identify a proposal for the embodying of JOs in legislation to create a corporate body.
- The Shenhua Watermark Coal Project is currently being reviewed by the Federal Government Independent Scientific Review Panel and the Federal Minister for the Environment, the Hon Greg Hunt MP, in respect of the impact on water resources. Similarly, the appeal to the NSW Land and Environment Court against relocation of a local population of koalas is currently being heard by the Court.
- Cr Bolton requested that his appreciation to the Minister for the Environment be passed on in relation to the decision to permanently locate of EPA staff in Narrabri to monitor mining development compliance with conditions of development approval.
- 14 Mobile Phone “Black Spots” had been rectified within the Tamworth State Electorate.

MOTION

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

110/15 RESOLVED

- (i) That the Member for the Tamworth, Kevin Anderson MP, be requested to seek an assurance from the NSW Parliament and all Government Ministers that when regional joint organisations are established as proposed under the NSW Government “*Fit for the Future*” Local Government Reform Program, the equal standing of Joint Organisations with the State Government in relation to the function of regional strategic planning and prioritisation will be recognised by all Ministers and that a direct nexus must exist between Regional Strategic Plans

- and the State Plan in relation to the delivery of regional infrastructure and services to the community; and
- (ii) That the Member for Tamworth be requested to secure a copy of the IPART “*Fit for the Future*” Report on JO member Councils as soon as it is publicly available and in the original format as released by IPART.

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

The Meeting was advised that that the Regional Coordinator was unable to attend the Board Meeting.

3.4 MR NEIL ANDREW, CHAIRPERSON, MURRAY DARLING BASIN AUTHORITY (12 NOON)

The recently appointed Chairperson of Murray Darling Basin Authority, Neil Andrew, accompanied by MDBA staff Frank Walker and Megan Lancaster, together with John Clements, member of the Northern Murray Darling Basin Advisory Committee, addressed the Board concerning the MDBA Basin Plan designed to provide a coordinated approach to water use across the Basin's four States and the ACT.

The Basin Plan is developed under the *Water Act 2007* and represents one more step in the ongoing journey of managing our rivers in the long term national interests.

The MDBA has no choice but to reduce water diversions by 2,750 gegalitres across the entire Murray Darling Basin. Most of the 2,750 gegalitres diversions is being recovered in the southern Basin.

The MDBA has determined 10,873 gegalitres per year to be the volume of surface water that reflects an environmentally sustainable level of take as a long term average with different limits for every river valley in the Basin.

The Plan is an adaptive framework and will be rolled out over seven years. It aims to achieve a balance between environmental, economic and social considerations. It allows for further improvements in outcomes through a sustainable diversion limits adjustment mechanism and a constraints management strategy. The Plan is supported by Commonwealth investment in modernising irrigation infrastructure and voluntary water purchasing through the environmental water recovery strategy.

3.5 PILOT JOINT ORGANISATION UPDATE

MOTION

Moved Cr Bolton, Narrabri and seconded Cr Humphries, Moree Plains

111/15 RESOLVED

That the Namoi Councils Pilot Joint Organisation Update Report be received and noted.

4 REGIONAL STRATEGIC PLANNING AND PRIORITISATION

4.1 GENERAL MANAGER ADVISORY COMMITTEE (GMAC) MEETING REPORT – 25 AUGUST 2015

MOTION

Moved Cr Coulton, Gwydir and seconded Cr Archdale, Walcha

112/15 RESOLVED

Roads and Maritime Services

That Namoi Councils establish Regional Roads Infrastructure Strategic Planning Group and that the Executive Officer be requested to convene an initial meeting of member Council representatives to investigate the options and identify the parameters of a suitable JO model for the management and administration of an RMS Single Invitation Maintenance Contract for member Councils.

Regional Freight Connectivity and Productivity Analysis

Sponsor: Moree Plains Shire Council

- (i) That the Executive Officer be requested to contact Transport for NSW to establish the current status of the New England North West Road Rail Containerisation Study recently completed by PriceWaterhouseCoopers and obtain access to study outcomes and information for overlaying on the Namoi Councils Regional Freight Connectivity and Productivity Analysis Project sponsored by Moree Plains Shire Council;
- (ii) That the Executive Officer be requested liaise with Uralla and Liverpool Plains Shire Councils to obtain the GIS Information in respect of heavy vehicle routes within those LGAs;
- (iii) That the Executive Officer be requested to liaise with the Department of Premier & Cabinet Regional Coordinator to obtain access to information from Government Agencies to allow completion of heavy vehicle route mapping in the Namoi Region;
- (iv) That member Councils identify heavy vehicle high traffic freight inwards and outwards delivery points within their LGAs for GIS mapping by Moree Plains Shire Council; and
- (v) That GMAC be requested to review the brief for the Regional Freight Connectivity and Productivity Analysis Project and determine the extent of resources and funding required for completion the Regional Freight Connectivity and Productivity Analysis Project from the Pilot JO Grant.

Namoi Regional Investment Prospectus

Sponsor: Tamworth Regional Council

- (i) That the Namoi Councils Chairperson and Executive Officer be authorised to continue negotiations with NSW Trade and Investment in relation to the development of the Namoi Regional Investment Prospectus focusing on broad acre farming, beef and lamb, and the associated supply chains.

- (ii) That the Namoi Councils Board allocate a co-contribution of up to \$25,000 towards the development of Regional Investment Prospectus focusing on broad acre farming, beef and lamb, and the associated supply chains from the Pilot JO Grant.

MR 357 Rangari Road

Sponsor: Gunnedah Shire Council

That it be noted Regional Development Australia Northern Inland has produced the first draft of the Cost Benefit Analysis for MR 357 Rangari Road.

Namoi Councils Communication Strategy

That the Namoi Councils Joint Organisation Communication Strategy be referred in its draft form to the Department of Premier and Cabinet for comment prior to submission to the Namoi Councils Board for final approval.

Video Conferencing

- (i) That Namoi Councils purchase hardware and associated licences for Blue Genes Video Conferencing Software at a cost of approximately \$55,000 for software and the licence costs, subject to clarification of the minimum internet speed operating at member Councils required for transmission.
- (ii) That the Executive Officer be requested undertake reconciliation of the Pilot JO Grant and provide a draft budget for the allocation of unexpended grant funds to approved JO Pilot Projects.

4.2 NAMOI COUNCILS CHINA TRADE DELEGATION

MOTION

Moved Cr Bolton, Narrabri and seconded Cr Coulton, Gwydir

113/15 RESOLVED

- (i) That Namoi Councils appoint Crs Col Murray and Andrew Hope as Ambassadors for the Namoi Region and authorise both Councillors to travel to China in October 2015 in conjunction with a delegation from Tamworth Regional Council to secure investment and market opportunities for the Region's diverse range of agricultural commodities; and
- (ii) That Namoi Councils allocate the sum of \$6,000 to cover the cost of travel and accommodation (\$3,000 per councillor) for Crs Murray and Hope for travel to and be accommodated within China.

5 **NAMOI COUNCILS SHARED SERVICES**

Nil

6 **GENERAL BUSINESS**

6.1 **PLANNING AGREEMENTS**

Cr Conrad Bolton raised for discussion the “*Draft Planning Agreement Guidelines*” prepared by the Department of Planning and Environment currently on public exhibition intended to help improve assessment decisions and help to manage the environmental and social impacts of mining.

Cr Bolton requested Namoi Councils to make a submission on the Draft Guidelines with input from all member Councils. It was noted that submissions close on 7 September, 2015.

MOTION

Moved Cr Bolton, Narrabri and seconded Cr Archdale, Walcha

114/15 RESOLVED

That Namoi Councils make a submission in respect of the “*Draft Planning Agreement Guidelines*” prepared by the Department of Planning and Environment currently on public exhibition and that the Executive Officer obtain comments and views from all member Councils for inclusion in the submission.

7 **DATE AND VENUE FOR NEXT MEETING**

Date: Thursday 1 October 2015 commencing at 9.30am

Venue: Moree Plains Shire Council Chambers

Closure: **There being no further business, the Namoi Councils Joint Organisation Meeting concluded at 12.xrpm**

Cr Col Murray, Namoi Councils, Chairperson

3 September 2015

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