



BUSINESS PAPER
ORDINARY MEETING OF COUNCIL

To be held on

Wednesday, 27 September 2023

Commencing at

3:00pm

at

Walcha Council Chambers

Members:

Mayor – Councillor Eric Noakes
Deputy Mayor – Councillor Scott Kermode
Councillor Mark Berry
Councillor Kevin Ferrier
Councillor Nena Hicks
Councillor Anne-Marie Pointing
Councillor Aurora Reilly

Quorum – 4 Members to be Present

AGENDA

Submitted to Council:

27 September 2023

..... General Manager

..... Mayor



Dear Mayor & Councillors

You are requested to attend the Ordinary Meeting of the Walcha Council to be held in the Council Chambers, Hamilton Street, Walcha on **Wednesday, 27 September 2023** commencing at **3:00pm**.

Yours sincerely

Phillip Hood
General Manager

NOTICE:

The Ordinary, Extra Ordinary and Committee open meetings of Council will be audio recorded for community transparency and minute taking purposes. The audio recording of all Ordinary and Extra-Ordinary Meetings of Council will be uploaded to Council's website.

ACKNOWLEDGEMENT OF COUNTRY:

We acknowledge the Dughutti people as the traditional owners of the land that we meet on. We pay our respects to the Elders, past, present and emerging. We acknowledge and recognise their continuing connection to the land, water and community of which we are a part.

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

Resolution to move into Open Council.

The Mayor publicly declares the Closed Council Meeting Resolution/s.



Item 2: Previous Minutes



ORDINARY MEETING OF COUNCIL

held on

Wednesday, 30 August 2023

at

3:36pm

at

Walcha Council Chambers

**The Audio Statement and Acknowledgement of Country
were read by the Chairman.**

PRESENT: Clr EH Noakes (Chairman) Mayor together with Councillors MA Berry, KW Ferrier, NF Hicks, SJ Kermode, AC Pointing and A Reilly.

IN ATTENDANCE: Mr PE Hood – General Manager, Mr AS Butler – Director Infrastructure & Development, Mr CC Martin – Director – Corporate & Community and Mrs EL Hobbs – Executive Assistant.

1. LEAVE OF ABSENCE:

Nil.

MINUTES



2. CONFIRMATION OF THE ORDINARY MEETING MINUTES HELD ON WEDNESDAY 26 JULY 2023:

24 **RESOLVED** on the Motion of Councillors Reilly and Ferrier that the Minutes of the Ordinary Meeting held on Wednesday 26 July 2023, copies of which have been distributed to all members, be taken as read and confirmed a **TRUE** record.

CONFIRMATION OF THE EXTRA ORDINARY MEETING MINUTES HELD ON WEDNESDAY 16 AUGUST 2023:

25 **RESOLVED** on the Motion of Councillors Reilly and Ferrier that the Minutes of the Extra Ordinary Meeting held on Wednesday 16 August 2023, copies of which have been distributed to all members, be taken as read and confirmed a **TRUE** record.

3. BUSINESS ARISING

Nil.

4. DECLARATIONS OF INTEREST

Nil.

5. MAYORAL MINUTE

5.1 Mayoral Minute – Apsley Riverview Aged Care Facility

WO/2023/01618

26 **RESOLVED** on the Motion of Mayor Noakes that Council:

1. **ESTABLISH** a Working Group to assist in finding a suitable provider of aged care services for the Apsley Riverview Aged Care Facility with the name to be 'Apsley Riverview Working Group';
2. **APPROVE** the membership to consist of:
 - The Mayor
 - The General Manager
 - Director Corporate & Community
 - Executive Manager Community & Tourism
 - One Councillor
 - Dr Adrian Allen
 - Julie Blake
 - Graham Barnes



3. **ENDORSE** the purpose of the Apsley Riverview Working Group to be to investigate, contact and review suitability of identified aged care providers.

6. SENIOR OFFICERS REPORT

27 **RESOLVED** on the Motion of Councillors Pointing and Kermode that the Senior Officers' Reports be **RECEIVED** for further consideration.

6.1 Refer Financial Statements to Audit **WO/2023/01470**

28 **RESOLVED** on the Motion of Councillors Kermode and Hicks that Council:

1. **REFER** the 2022-2023 Financial Reports for Audit; and
2. **ENDORSE** the Statements in accordance with Section 413(2) of the *Local Government Act, 1993* to be completed and signed by the appropriate signatories.

6.2 Allocation of Community Grants & Donations to Applicants **WO/2023/01624**

This Report was **WITHDRAWN** and DEFERRED to next month. Keeping the application period open longer until 15 September 2023

6.3 Amendments to the Walcha Council Code of Meeting Practice **WO/2023/01603**

29 **RESOLVED** on the Motion of Councillors Ferrier and Hicks that Council **ADOPT** the amendments to Walcha Council Code of Meeting Practice 2020, being:

1. to allow Councillors & Staff to attend Council Meetings by audio visual link; and
2. to require business papers to include a reminder to Councillors of their oath or affirmation of office, and their conflict of interest disclosure obligations, as per the *Local Government (General) Regulation 2021*.

6.4 Dispensing with By-Election **WO/2023/01579**

30 **RESOLVED** on the Motion of Councillors Ferrier and Bery that Council write to the Hon Ron Hoenig MP, Minister for Local Government, advising that a casual vacancy has occurred and request that the vacancy not be filled before the September 2024 Local Government Elections.



6.5 Appoint Council Representative to Walcha Community Management Committee **WO/2023/01602**

31 **RESOLVED** on the Motion of Councillors Kermode and Hicks that Council **ENDORSE** and **APPOINT** Councillor Pointing as Council's representative to the Walcha Community Centre Management Committee as per the Rules and Management of the Committee, Clause 4(d).

6.6 Local Government NSW Annual Conference 2023 & Motions by Council **WO/2023/01437**

32 **RESOLVED** on the Motion of Councillors Hicks and Pointing that Council:

1. **APPROVE** the attendance of the Mayor, Clr Noakes, and the General Manager and two Councillors, being Councillor Pointing & Ferrier, as representatives at the 2023 Annual Conference of Local Government NSW **FURTHER THAT** the payment of all expenses associated with the attendance at the Conference be approved by Council.
2. **ENDORSE** the two Motions to be submitted to the Local Government NSW for voting at the Local Government NSW Conference 2023.

6.7 Pecuniary Interest Annual Returns for Designated Staff & Councillors – 01072022 to 30062023 **WO/2023/01447**

33 **RESOLVED** on the Motion of Councillors Hicks and Reilly 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 01 July 2022 to 30 June 2023 have been submitted as required and have been tabled in accordance with the provisions of Section 4.2.1 and 4.25 of the Walcha Council Model Code of Conduct 2022.

6.8 Regional Meetings 2023 – Update on Community Concerns **WO/2023/01170**

34 **RESOLVED** on the Motion of Councillors Hicks and Pointing that Council **RECEIVE** and **NOTE** the Regional Meetings 2023 Update on Community Concerns as presented.

LATE REPORT:

1. Request for Donation of Land **WO/2023/01598**

35 **RESOLVED** on the Motion of Councillors Berry and Ferrier that Council enter into discussions with the Armidale Women's Shelter and investigate the



possibility of donating suitable land for the establishment of emergency crisis accommodation in Walcha.

7. NOTICES OF MOTION

Nil.

8. MATTERS OF URGENCY

Nil.

9. MANAGEMENT REVIEW REPORTS

9.1 Office of the General Manager WO/2023/01606

36 **RESOLVED** on the Motion of Councillors Kermode and Pointing that items included in the Office of the General Manager Management Review Report be **NOTED** by Council.

9.2 Infrastructure & Development WO/2023/01620

37 **RESOLVED** on the Motion of Councillors Reilly and Hicks that items included in the Infrastructure & Development Management Review Report be **NOTED** by Council.

9.3 Corporate & Community WO/2023/01514

38 **RESOLVED** on the Motion of Councillors Kermode and Hicks that items included in the Corporate & Community Management Review Report be **NOTED** by Council.

The Mayor mentioned the passing of Zoe Herbert, who was the Nominated Supervisor at the Walcha Preschool from February 2013 to November 2021. Zoe was a respected member of the Preschool community and we now extend condolences to her family.

10. COMMITTEE REPORTS

Nil.

11. DELEGATE REPORTS

39 **RESOLVED** on the Motion of Councillors Hicks and Pointing that Council **RECEIVE** and **NOTE** the Delegate Reports as presented.



11.1 Minutes of the Country Mayors Association of NSW Inc General Meeting held on Friday 4 August 2023 at Theatrette, Parliament House, Sydney.

11.2 Minutes of the Coalition of Renewable Energy Mayors Meeting held on Thursday 3 August 2023 in Sydney.

12. QUESTIONS ON NOTICE

Nil.

13. CLOSED COUNCIL

13A Referral to Closed Council: WO/2023/01628

- 1. Award Tender W23/140 Beaver Place Sewer Extension – Design & Concept;**
- 2. Award Tender W23/132 Walcha Swimming Pool – Amenities Upgrade – Construction only; and**
- 3. Organisation Structure Review**

40 **RESOLVED** on the Motion of Councillors ?? and ?? that, in accordance with the provisions of:

1. Section 10A(2)(c) of the *Local Government Act, 1993*, the matter/s of:
 - a) Award Tender W23/140 Beaver Place Sewer Extension;
 - b) Award Tender W23/132 – Walcha Swimming Pool Refurbishment Amenities Upgrade – Construction only;be **REFERRED** to be discussed in Closed Council for the reason that 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.
2. Section 10A (2)(a) of the *Local Government Act 1993* the matter of Organisation Structure Review be **REFERRED** to be discussed in Closed Council for the reason that the report relates to personnel matters concerning particular individuals (other than Councillors).
3. For the reasons above, Council **RESOLVE INTO** Closed Council and the press and the public be excluded.

41 The Meeting resumed in **OPEN** Council on the Motion of Councillors Ferrier and Hicks.



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. The Chairman publicly declared the recommendations passed by the Committee whilst in Closed Council.

3.1 Organisation Structure Review

WINT/2023/03984

CC009/20232024 **RESOLVED** on the Motion of Councillors Berry and Reilly that Council **ENDORSE** the revised Organisation Structure as presented.

3.2 Award Tender W23/140 – Beaver Place Sewer Extension – Design & Construct

WINT/2023/03954

CC010/20232024 **RESOLVED** on the Motion of Councillors Hicks and Pointing that Council **AWARD** Tender No. W23/140 – Beaver Place Sewer Extension for the lump sum \$608,310 GST exclusive to Traxbalt.

3.3 Award Tender W23/132 – Walcha Swimming Pool – Amenities Upgrade – Construction only

WINT/2023/03986

CC011/20232024 **RESOLVED** on the Motion of Councillors Hicks and Kermode that Council **AWARD** Tender No. W23/132 – Walcha Swimming Pool Amenities Upgrade for the lump sum of \$331,745 GST exclusive to Murray Rose Building.

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



Item 3:

Business

Arising from

Previous

Minutes



Item 4:

Declarations of Interest



Item 5: Mayoral Minute



There was no Mayoral Minute submitted for
September 2023 at time of print.



Item 6:

Senior Officers' Reports

That the Senior Officer's Reports be RECEIVED for further consideration.



Item: 6.1 **Ref:** WO/2023/01807
Title: Election of Mayor & Deputy Mayor
Author: General Manager
Previous Items: Not Applicable
Attachment: No

Community Strategic Plan Reference:

Strategy 8.1.2: *Provide a framework for the efficient and effective administration of Council.*

-
- 1. RECOMMENDATION:** That in the event that there is more than one Councillor nominated for each positions of Mayor or Deputy Mayor, then the method of election to determine the position(s) be by Ordinary Ballot FURTHER THAT the Returning Officer destroy all documentation following such elections.
 - 2. RECOMMENDATION:** That Councillor _____ is elected Mayor of Walcha and Councillor _____ is elected Deputy Mayor for the ensuing term until September 2024.
 - 3. RECOMMENDATION:** That, in accordance with the provisions of Section 377 of the Local Government Act, 1993, the Delegations of Authority listed within the report be made to the Mayor, Councillor _____ and the Deputy Mayor, Councillor _____ respectively.

Introduction:

Section 2333(2)(b) of the *Local Government Act, 1993* (the Act) states a Councillor and Mayor civic office expires on the day of the Council's Ordinary Election. Section 290 (1) of the Act states the election of the Mayor by the Councillors is to be held:

- If it is the first election after an ordinary election of councillors – within three weeks after the ordinary election, or*
- If it is not that first election or an election to fill a casual vacancy – during the month of September.*

Schedule 7 of the Local Government (General) Regulation 2005, provides for the manner in which the Mayor and the Deputy Mayor are to be nominated and elected.

Report:

A. Nomination

The Regulation provides that a Councillor may be nominated without notice for the position of Mayor or Deputy Mayor.

The nomination is to be made in writing by two or more Councillors (one of whom may be the nominee). The nomination is not valid unless the nominee indicates his or her consent to the nomination in writing.



The nomination is to be delivered or sent to the Returning Officer, who is to announce the names of the nominees at the Council Meeting at which the election is to be held.

Councillors will be provided with appropriate nomination forms by the General Manager who, in accordance with the provisions of the Regulation, acts as Returning Officer.

B. Method of Election

If only one Councillor is nominated for each of the positions of Mayor or Deputy Mayor, then that Councillor is elected to the position for which they nominated.

If more than one Councillor is nominated for the position of either Mayor or Deputy Mayor, an election is to be held and the Council must resolve whether that election is to proceed by preferential ballot, by ordinary ballot or by open voting. The election is to be held at the meeting at which Council determines the method of voting.

“Ballot” has its normal meaning of secret ballot and “open voting” means voting by show of hands or similar means.

The election of Mayor and then Deputy Mayor will now take place by the method of election resolved by Council. The term for the Mayor and Deputy Mayor will be for one year, until September 2024.

C. Delegations of Authority

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

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

TO THE MAYOR:

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

1. To appoint any Councillor to represent either the Mayor or the Council at any function or Meeting or other event as the Mayor deems appropriate or necessary.
2. In conjunction with the General Manager to approve the admittance of new Councils in the Mid-North Weight of Loads Group.



3. The authority to adjudicate on or to grant approvals as appropriate under the terms of the adopted Code of Conduct for Local Government provided that in all cases, a right of appeal to the full Council shall exist.
4. The authority to consider and determine Council's response to representations seeking leniency or outlining extenuating circumstances from persons who have been served with a Penalty Notice. This determination shall extend only to those representations referred through the New South Wales Police Service Infringement Processing Bureau.
5. The authority to approve a mode of travel, other than by Council vehicle, for Councillors travelling on Council business, as circumstances may, from time to time, warrant.
6. In accordance with the provisions of Section 378(2) of the Local Government Act, 1993, authority to approve Council orders for the provision of goods and services up to the amount of two thousand dollars (\$2,000).

In the absence of the Mayor, Councillor, these powers are delegated to the Deputy Mayor, Councillor, EXCEPT for Clause 6..

TO THE DEPUTY MAYOR:

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

1. During periods of absence of the Mayor, Councillor, the Delegations made to Councillor shall be deemed to be made to the Deputy Mayor, Councillor, EXCEPT for Clause 6.



Item: 6.2 **Ref:** WO/2023/01624
Title: Allocation of Donations to Applicants 2023-2024
Author: General Manager
Previous Items: Not Applicable
Attachment: No

Community Strategic Plan Reference:

Goal 5.2.1: *Support service, sporting and other community groups.*

RECOMMENDATION: **That Council:**

1. **ADVISE** all applicants of Council's decision as per the **Community Grants & Donations Policy**; and
 2. **ALLOCATE** the following funds to each applicant:
 - a) **Walcha Clay Target Association** - \$_____
 - b) **Walcha & District Historical Society Inc** - \$_____
 - c) **Niangala Memorial Hall** - \$_____
 - d) **Woolbrook Hall & Park Committee** - \$_____
 - e) **St Patricks Primary School** - \$_____
 - f) **Walcha Central School** - \$_____
 - g) **Walcha Central School** - \$_____
 - h) **Niangala Public School** - \$_____
 - i) **Walcha Community Centre** - \$_____
 - j) **Walcha Flippers Swimming Club** - \$_____
 - k) **Walcha District Tennis Association** - \$_____
 - l) **Walcha Golf Club** - \$_____
 - m) **Walcha Campdrafters Club** - \$_____
-

Introduction:

Council provides various forms of financial assistance to the community through grants, sponsorship, donations and the waiving of Council fees and charges. This report is to allocate the donation budget monies to the applicants.

Report:

Council implemented the new Policy this year by advertising for those eligible organisations or groups to apply for a donation in July. Applications closed 15 September 2023. The applicants have been reviewed and are now tabled for allocation.

It was clearly stated that not all applicants are guaranteed a donation as there is a limited budget.



The Community Grants & Donations Policy states:

Applying for a Grant

During the application period, an eligible community organisation can make an application to the Council for a grant. A grant application must:

- a. be submitted on the approved form to the Council (WO/2022/00409); and
- b. be accompanied by any information requested; and
- c. provide copies of financial records (eg. bank statement) to support the need for the grant.

Exclusions

Council generally does not make donations under this policy for:

- a. Retrospective applications (events that have already taken place);
- b. Federal or State Funded initiatives;
- c. Organisations raising funds on behalf of another organisation which is the recipient of financial assistance from the State or Federal Government (for example P & C's, Hospital Auxiliary);
- d. Financial assistance to individuals, or organisations raising funds on behalf of an individual;
- e. Sponsorship of individuals or teams to attend or participate in representative sporting events.

Assessing an application for a grant

The Council may give the grant only if it is satisfied the grant:

- a. Fits with the objective of this policy; and
- b. complies with all applicable laws; and
- c. is consistent with the Community Strategic Plan; and
- d. is consistent with the Long-Term Asset Management Plan; and
- e. is consistent with the Annual Budget; and
- f. complies with any applicable guideline made under this policy.

If a community grant application meets most of the applicable guideline criteria (but not all), the community grant may still be approved so long as the information provided allows Council to:

- a. consider whether the community organisation is an eligible community organisation; and
- b. consider if the grant is in the public interest; and
- c. is within the allowable budget for donations.

Conflict of interest

If a Council Officer or Councillor is connected to, or a member of, a particular organisation or group that is submitting an application, they must declare a conflict of interest and not be involved in any discussion or voting surrounding that organisation's application.

Upon assessment it was noticed that:

- several applicants did not provide financial records.
- There was one late application.

It should be noted that there will be no waiving of rates, water, sewer and/or waste management charges in lieu of donations. However, approved donations can be used by applicants to assist with payment of these charges.



Applicants received are:

Organisation:	Requested Purpose:	Amount Requested:	Amount Proposed:	Reasoning:
Walcha Clay Target Assoc (Gun Club)	Refund of Rates	\$590	\$350	Allow partial rates refund
Walcha & District Historical Society Inc	Refund of Rates, Water access and usage; sewer and waste management charges	Rates - \$1422.84 Commercial Waste: \$759.00 Garden Waste: \$152.00 Water Access Charge: \$447.00 Sewer Access Charge: \$574.00 Total: \$3355	\$1423 \$1000	Allow full General rates refund. Allow partial grant to assist with other mandatory charges. Historical Society are already benefiting from an interest free loan from Council.
Niangala Memorial Hall	Annual donation to support operating costs	\$500	\$500	Allow annual donation
Woolbrook Hall & Park Committee	Annual donation to support operating costs	\$500	\$500	Allow annual donation
St Patricks Primary School	Transport costs to access learn to swim AND transportation and Admission Fees for Life Education Van (LEV)	Swimming \$40/child Transportation \$11/ child = \$3111 LEV: \$12/child = \$732 (based on 61 children)	\$244 \$800	Free entry to pool for 61 children @ \$4/ for Learn to Swim Program. Allow a moderate increase on last years' price for LEV
Walcha Central School	HSC Scholarship	\$250	\$250	Allow
Walcha Central School	Life Education Van	\$12/child – May 2023 was \$1644 for 137 students	\$1750	Allow a slight increase on last years'
Niangala Public School	Transport costs to learn to swim program Waiving Pool Entry Fee	Last season: 8 students for 10 days: 6 days with Taxi @ \$100 each way = \$1200	\$32	Niangala isn't within Walcha's LGA and with only 8 students this seems to be a big outlay. Taxi is a luxury expense FREE entry to pool for 8 children @ \$4/
Walcha Community Centre (MPC)	Annual donation towards operation costs	\$500	\$500	Allow annual donation



Organisation:	Requested Purpose:	Requested Amount:	Proposed Amount:	Reasoning
Walcha Flippers Swimming Club	Junior Sporting Development Grant	\$2400 Last year 40 students @ \$40 each = \$1800 Invoice and bank account provided;	\$1200	The Club have funds within their bank account. \$2400 is a big increase from last year when only 40 students attended. 90 members is stated – meaning less than half the members attended clinic.
Walcha District Tennis Club	Junior Sporting Development Grant	Last year 30 participants with 4 coaches @ \$25/hour for 4 hours over 2 days = \$800	\$800	The request is based on what the Club requires to run the clinic with no increase. This tennis clinic seems to be a well patronised clinic and utilised for benefit of Walcha children.
Walcha District Tennis Club	Refund of Rates Charges	No rates as is Crown Land. Requested \$1030 which consists of: Commercial Waste: \$759 240L Recycling \$195 240L Green \$76	0	The Tennis Club has the capacity to hire their club, which they do, for celebrations, events, bridge, yoga who all pay for the use of the Club. They may need to increase fees to cover their facility's waste charges. Their bank account has funds available.
Walcha Golf Club	Refund of Rates Charges	\$2580 Half annual rates of \$5161.80 Profit & Loss Provided	\$1000	Allow partial rates refund.
Walcha Campdrafters Club	Junior Sporting Development Grant	\$1000 Budget and Bank Statement provided 2 day event for 20 participants	0	The Club have funds to cover this clinic and is for 20 participants only.
TOTAL		\$20,192	\$10,349	Budget allocation of \$10,000 – however there is some contingency available up to \$13,000 based on the 2023-2024 budget.



Summary:

The purpose of donations are for those organisations or groups that provide both a community benefit and can show a financial need for assistance. Not all applicants attached financial statements to demonstrate this need, which makes allocating Council's limited donations budget a little harder.

Legal Implications:

There are no legal implications arising from this report.

Financial Implications:

The budget allocation for donations was adopted at \$10,000, with the \$5,000 Westpac Helicopter Donation separately stated. Total monies proposed is over budget at \$10,349. However, there is a small contingency that would be able to cover the additional \$349 without impacting the budget bottom line.

Environmental Implications:

There are no environmental implications arising from this report.

Social Implications:

All donations are to support community groups and activities in the Walcha LGA.

Policy Implications:

The Community Grants & Donations Policy has been referred to for the assessment and allocation of this report.



Item: 6.3 **Ref:** WO/2023/01803
Title: Appoint Committees & External Organisations Delegates
Author: General Manager
Previous Items: Not Applicable
Attachment: No

Community Strategic Plan Reference:

Strategy 8.1.1: Councillors will exhibit leadership on Council and regional committees as well as in community organisations.

RECOMMENDATION: That Council ENDORSE and APPROVE:
 1. The following Councillor Representation to the stated Council Advisory Committees:

Advisory Committee	Automatic Representation	Councillor Nomination
Walcha Council Beautification Advisory Committee	Nil	1. Councillor _____ 2. Councillor _____
Walcha Council Arts Advisory Committee	Mayor	Councillor _____
Walcha Council Community Care Advisory Committee	Nil	Councillor _____
Walcha Council Preschool Advisory Committee	Nil	Councillor _____
Walcha Council Audit, Risk & Improvement Committee	General Manager	Councillor _____
Walcha Council Youth Advisory Committee		Councillor _____
Walcha Council Aboriginal Advisory Committee	Mayor & Deputy Mayor	Nil.
Walcha Council Motorcycle Rally Advisory Committee	Nil	1. Councillor _____ 2. Councillor _____
Walcha Council Tourism Advisory Committee		Councillor _____
Walcha Council Capital Advisory Committee	Mayor & Deputy Mayor	Councillor _____



2. The following Councillor Representation to the stated Groups and Organisations:

Organisation	Automatic Representation	Councillor Nomination
New England Tablelands (Noxious Plants) County Council – NEWA	Nil	Councillor _____
Namoi Unlimited Joint Organisation	Mayor & General Manager	Nil
Mid North Weight of Loads Group	Nil	Councillor _____
NSW Public Libraries Association – North Eastern Zone	Nil	Councillor _____
Central Northern Regional Libraries Committee	Nil	Councillor _____
Arts North West	Nil	Councillor _____
Walcha Community Consultative Committee	Nil	Councillor _____
Walcha Local Health Committee	Mayor	Nil
Country Mayors Association	Mayor & General Manager	Nil
General Manager’s Performance Review Committee	Mayor & Deputy Mayor	1. Councillor _____ 2. Councillor _____
Walcha Centre Management Committee (MPC)	Nil	Councillor Pointing
New England Bush Fire Management Committee	General Manager (LEMO)	Nil
Apsley Riverview Working Group	Mayor, General Manager, Director Corporate & Community; Exec Manager Community & Tourism	Councillor _____

Introduction:

The purpose of this report is to determine the Councillor representation on Council’s Advisory Committees and the broader regional groups Council is involved with.

Report:

There are a number of Advisory Committees and Groups where Council has previously authorised automatic Council representation. This is suggested to continue and reflected in the table below. Council now seeks Councillor nominations for the following Advisory



Committees and Groups. If more than one Councillor expresses an interest in a Committee or Group then Council will hold a Secret Ballot to elect the representative for that Committee / Group. All positions are now vacant, except for those in the Automatic Representation column.

Advisory Committee	Automatic Representation	Councillor Nomination
Walcha Council Beautification Advisory Committee	Nil	3. Councillor _____ 4. Councillor _____
Walcha Council Arts Advisory Committee	Mayor	Councillor _____
Walcha Council Community Care Advisory Committee	Nil	Councillor _____
Walcha Council Preschool Advisory Committee	Nil	Councillor _____
Walcha Council Audit, Risk & Improvement Committee	General Manager	Councillor _____
Walcha Council Youth Advisory Committee		Councillor _____
Walcha Council Aboriginal Advisory Committee	Mayor & Deputy Mayor	Nil.
Walcha Council Motorcycle Rally Advisory Committee	Nil	3. Councillor _____ 4. Councillor _____
Walcha Council Tourism Advisory Committee		Councillor _____
Walcha Council Capital Advisory Committee	Mayor & Deputy Mayor	Councillor _____

The following table is for the external committees or organisations that Council have a representative on. It is noted since Clr Pointing was elected to the Walcha Centre Management Committee (MPC) at the last meeting of Council, August 2023, then she will remain on that Committee.

Organisation	Automatic Representation	Councillor Nomination
New England Tablelands (Noxious Plants) County Council – NEWA	Nil	Councillor _____
Namoi Unlimited Joint Organisation	Mayor & General Manager	Nil
Mid North Weight of Loads Group	Nil	Councillor _____
NSW Public Libraries Association – North Eastern Zone	Nil	Councillor _____



Organisation	Automatic Representation	Councillor Nomination
Central Northern Regional Libraries Committee	Nil	Councillor _____
Arts North West	Nil	Councillor _____
Walcha Community Consultative Committee	Nil	Councillor _____
Walcha Local Health Committee	Mayor	Nil
Country Mayors Association	Mayor & General Manager	Nil
General Manager's Performance Review Committee	Mayor & Deputy Mayor	3. Councillor _____ 4. Councillor _____
Walcha Centre Management Committee (MPC)	Nil	Councillor Pointing
New England Bush Fire Management Committee	General Manager (LEMO)	Nil
Apsley Riverview Working Group	Mayor, General Manager, Director Corporate & Community; Exec Manager Community & Tourism	Councillor _____

Legal Implications:

There are no legal implications arising from this report.

Financial Implications:

There are no financial implications arising from this report.

Environmental Implications:

There are no environmental implications arising from this report.

Social Implications:

There are no social implications arising from this report.

Policy Implications:

There are no policy implications arising from this report.



Item: 6.4 **Ref:** WO/2023/01811
Title: Formation of Australia Day Advisory Committee
Author: General Manager
Previous Items: Not Applicable
Attachment: No

Community Strategic Plan Reference:

Goal 5.2: *The existing strong community spirit and pride will be protected and promoted.*

RECOMMENDATION: **That Council:**

1. **CREATE a Walcha Council Australia Day Advisory Committee with the following membership:**
 - **General Manager**
 - **One Councillor**
 - **Community Members x 6**
 2. **ADOPT the Australia Day Advisory Committee Terms of Reference;**
 3. **ADVERTISE for Community Representation on the Committee as soon as possible.**
-

Introduction:

This report is to create a new Council Advisory Committee for the Australia Day event held annually at McHattan Park. The proposal to create this Committee has been, in part, prepared in response to the Notice of Motion number 28 by Councillor Aurora Reilly tabled at the July 2023 Council meeting. Requests to consider the creation of this Committee have also been raised with the General Manager and the Mayor prior to the Notice of Motion by the existing, community based Australia Day Committee.

Issues with the current arrangement include concerns regarding insurance costs and adequate coverage for the event, and the need to formalise the ongoing support of Council to the event which is typically run by Local Councils in other local government areas.

Report:

The current, community led Australia Day Committee have expressed concern that they are not in a position to continue to provide this valuable community service without the direct support, oversight and insurance coverage of Council.

The Committee believe that Australia Day should be acknowledged as a Council function, with a new Committee of Council established to oversee the event.

After significant research Council have determined that it will create a new Advisory Committee, albeit one with Terms of Reference designed to enable the existing community members to continue to deliver the event in much the same way as they have



in the past. The Australia Day Event in Walcha has always been an extremely well run and well managed event, and Council do not seek to disrupt the outcome – only support the process and manage the risks for members and volunteers.

Advisory Committees cannot be delegated a function of the Council however they can be instrumental in providing experience and capacity to organise and assist Council with the event.

The Membership of the Advisory Committee will be:

- The General Manager
- One Councillor
- Several community representatives

Preparations for next years' Australia Day should commence shortly with liaising with the National Australia Day Council to provide an Ambassador for the day. In this light Council will advertise for community representatives as soon as possible.

Legal Implications:

There are no legal implications arising from this report.

Financial Implications:

Council have an allocation of \$500 within the budget which is mostly used for advertisements.

Environmental Implications:

There are no environmental implications arising from this report.

Social Implications:

The Australia Day breakfast has been part of the Walcha community for over 30 years, providing a very social get together to celebrate our country's most prestigious day.

Policy Implications:

There are no policy implications arising from this report.



Item: 6.5 **Ref:** WINT/2023/04266
Title: Aerodrome Access Road and Runway Rehabilitation Change Request
Author: Director Infrastructure and Development
Previous Items: Not Applicable
Attachment: 20230807 - Variation PCR Va 01 - Extra Gravel & reshape Runway
20230807 - Variation PCR Va 02 - Extra Seal on Aerodrome Road
20230807 - Variation PCR Va 03 - Aerodrome Road Crest Stabilisation 4 off
20230918 - Variation PCR Va 04 - Heavy patch

Community Strategic Plan Reference:

Strategy 1.1.2 – Maintain safe and efficient regional and state road links to, from and through the Walcha Local Government Area.

Goal 3.2 – The public health and wellbeing of the community will be protected and enhanced.

RECOMMENDATION: That Council Approve of the following change requests for Walcha Aerodrome Improvements.

- 20230807 - Variation PCR Va 01 - Extra Gravel & reshape Runway.
- 20230807 - Variation PCR Va 02 - Extra Seal on Aerodrome Road.
- 20230807 - Variation PCR Va 03 – Aerodrome Road Crest Stabilisation 4 off.
- 20230918 - Variation PCR Va 04 - Heavy Patch Aerodrome Road & entry to Waste Transfer Facility.

Introduction:

The Walcha Aerodrome improvement project consists of three parts; electricity connection, access road seal and runway rehabilitation. The electrical component is completed, and the access road and runway rehabilitation tender was awarded to Aitken Civil Pty Ltd for the lump sum of \$809,222 inc. GST in May 2023. However, the following three variations have been identified post tender award;

- Incorrect pavement material volume leading to insufficient pavement thickness requested in the tender.
- Resealing the first segment of Aerodrome road from Oxley Highway to the Waste Transfer Facility access.
- Improvement to sub grade bearing capacity on the unsealed Aerodrome Road crests.
- Two heavy patches required prior to the resealing.

Report:

Variation PCR Va 01 – the initial tender volume of pavement material was incorrect for the pavement design. This was an error in project scope, and the additional material has been quoted based on the tendered gravel unit rates.



Variation PCR Va 02 – the Project funding is to upgrade the access from the Oxley Hwy to the Aerodrome to ensure easy access during disasters for emergency services and re-sealing will increase the lifespan of the existing seal in the high traffic volume section of road ensuring accessibility during disaster events. A funding surplus post tender award has allowed for this value-add work to be included that fits within the intent of the finding deed.

Variation PCR Va 03 – it has been identified during works that the sub-grade material on the road crests was unsuitable and could present failures in the road surface in the future if left untreated.

Variation PCR Va 04 – it has been identified that areas of the existing seal required pavement rehabilitation and areas of the Waste Transfer Facility required reseal.

Refer to the attached variations for detail

- 20230807 - Variation PCR Va 01 - Extra Gravel + reshape RWY
- 20230807 - Variation PCR Va 02 - Extra Seal
- 20230807 - Variation PCR Va 03 – Crest
- 20230918 - Variation PCR Va 04 - Heavy patch

Legal Implications:

There are no legal implications arising from this report.

Financial Implications:

The following budget impacts are proposed:

- \$188,784.00 excl. GST to cover an addition 3400t of gravel and its placement.
- \$30,276.00 excl. GST to cover additional 3600m² double/double 14/7 seal
- \$32,318.63 excl. GST to cover additional sub-base and geogrid stabilization
- \$16,640.93 excl. GST to cover additional Heavy patch and extra seal

Sufficient funds are available within the funding Budget to cover this variation as follows:

Total Funded Budget	= \$ 1,610,000.00
Total committed including Changes	= \$ 1,130,289.22
Total remaining Funds	= \$ 479,710.78

Environmental Implications:

There are no environmental implications arising from this report.

Social Implications:

There are no social implications arising from this report.

Policy Implications:

There are no policy implications arising from this report.

Infrastructure Change Request Form

Project Number and Name:	W22/227 – Aerodrome Road & Runway Rehabilitation		
Principal:	Walcha Council		
Contractor:	Aitkin Civil		
Change Request Number:	19VA01 – RWY extra gravel		
Raised by:	Will Fenwicke Manager Projects and Assets Walcha Council	Date issued:	07 th September 2023

Reason for the change

The initial tender volume of pavement material was incorrect for the pavement design.

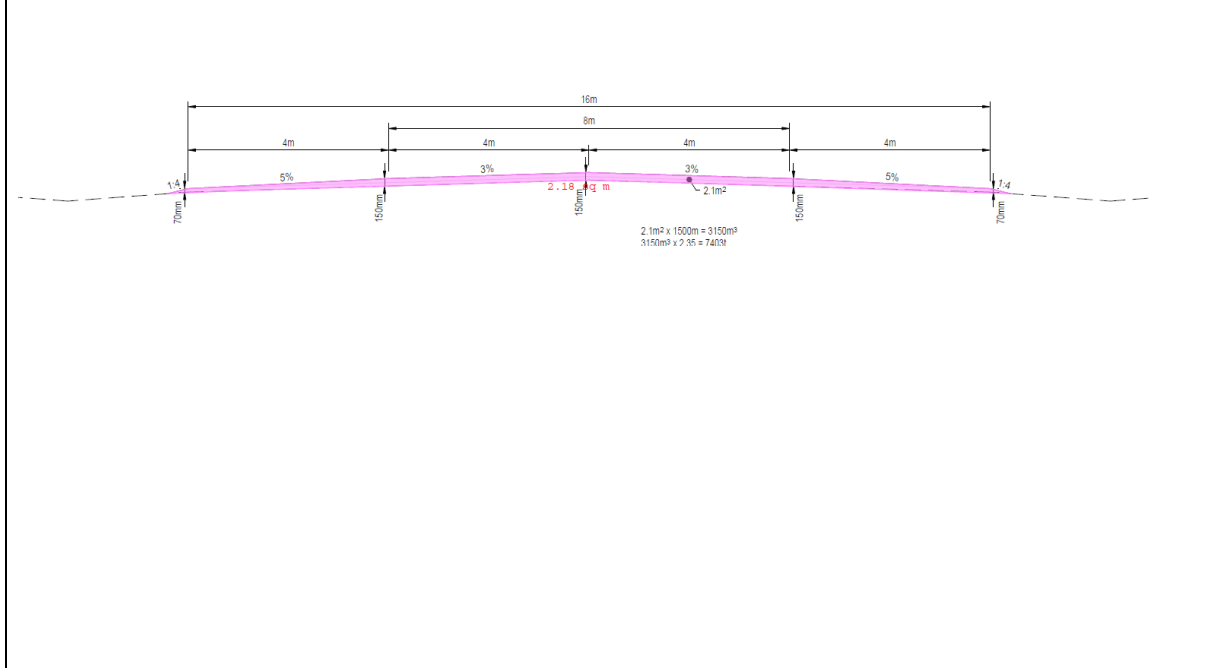
Supply, spray and compact additional gravel to the runway to perform the desired cross-section.

The type of gravel and the cross section will allow the creation of a long lasting (40-year design life) runway overlay to address the multiple inquiries from the Aeroclub members regarding the usage of the facility by the RAAF heavy carrier.

A pavement design has been determined using DCP Testing of the existing pavement
 CBR = 25% and Subgrade CBR = 20%
 Resulting in a minimum overlay requirement of 146mm

Description of the proposed change

Additional DGB20 road base with 15-20% clay content to create the following cross section



Impact on program (to include within current funding timeframe)			
NIL			
Impact on budget (to include within approved budget / within funding deed)			
The following budget impacts are proposed: \$188,784 excl. GST to cover an addition 3400t of gravel and its placement. Sufficient funds are available within Budget to cover this variation as follows.			
Total Funded Budget = \$ 1,610,000.00			
Total committed including Changes = \$ 1,130,289.22			
Total remaining Funds = \$ 479,710.78			
Impact of not approving the change			
Risk of more frequent formation of soft tire ruts formation on the runway following RAAF operations on site.			
Project Manager (PM) Endorsement			
PM Support (Yes/No)		Date (DD/MM/YYYY)	
PM Comments:			
PM (Name and Signature)	Name	Signature	
Manager Review Comment	The initial tender volume of pavement material was incorrect for the pavement design		
Manager (Name and Signature)	Name Will Fenwicke	Signature 	
Director Review Comment	Approved based on volumetric calculation error in scope		
Director (Name and Signature)	Name Alan Butler	Signature 	
Principle Approval (Manager / Director / General Manager with correct delegation)			
Approved (Yes/No)	Yes	Date (DD/MM/YYYY)	08/09/2023
Principal Comments:	Approved on the basis of calculation error meaning there is no change scope rather correcting an issue with the cost estimates and calculation Project still significantly lower than approved funding.		
Principal (Name and Signature)	Name Christian Martin (Acting GM)	Signature 	

Infrastructure Change Request Form

Project Number and Name:	W22/227 – Aerodrome Road & Runway Rehabilitation		
Principal:	Walcha Council		
Contractor:	Aitkin Civil		
Change Request Number:	19VA02 – Seal extension		
Raised by:	Will Fenwicke Manager Projects and Assets Walcha Council	Date issued:	07 th Sept 2023
Reason for the change			
<p>Council have requested additional scope:</p> <p>Quantify an extended seal placement from the marker 20/6303 to the intersection of Oxley Hwy.</p> <p>The Project funding is to upgrade the access from the Oxley Hwy to the Aerodrome to ensure easy access during disasters for emergency services.</p> <p>Re-sealing the existing sealed section ensures the entire access is in the best possible condition ready prior to any disaster events.</p>			
Description of the proposed change			
<p>Additional 3600m² double/double 14/7 seal @ \$8.41/m² as per contract.</p> <p>Once complete this section of Aerodrome RD will have significantly reduced maintenance requirements and an increased asset life.</p>			

Impact on program (to include within current funding timeframe)			
An additional of 0.5 day of works			
Impact on budget (to include within approved budget / within funding deed)			
The following budget impacts are proposed: \$30,276.00			
Sufficient funds are available within Budget to cover this variation as follows.			
Total Funded Budget = \$ 1,610,000.00			
Total committed including Changes = \$ 1,130,289.22			
Total remaining Funds = \$ 479,710.78			
Impact of not approving the change			
The re-sealing will increase the lifespan of the existing seal in the high traffic volume section of road ensuring accessibility during disaster events.			
Also acceptance of the project by the community (generating most of the traffic to the waste facility) which will have a negative response to only the least used section being rehabilitated.			
Project Manager (PM) Endorsement			
PM Support (Yes/No)		Date (DD/MM/YYYY)	
PM Comments:			
PM (Name and Signature)	Name	Signature	
Manager Review Comment	Re-sealing the existing sealed section ensures the entire access is in the best possible condition ready prior to any disaster events		
Manager (Name and Signature)	Name Will Fenwicke	Signature 	
Director Review Comment			
Director (Name and Signature)	Name	Signature	
Principle Approval (Manager / Director / General Manager with correct delegation)			
Approved (Yes/No)	Yes	Date (DD/MM/YYYY)	7/9/23
Principal Comments:	Approved value add scope of work		
Principal (Name and Signature)	Name Alan Butler	Signature 	

Infrastructure Change Request Form

Project Number and Name:	W22/227 – Aerodrome Road & Runway Rehabilitation		
Principal:	Walcha Council		
Contractor:	Aitkin Civil		
Change Request Number:	19VA03 – Crest approach stabilization		
Raised by:	Will Fenwicke Manager Projects and Assets Walcha Council	Date issued:	07 th Sept 2023
Reason for the change			
<p>The work required reshaping of the road and table drains during this process several soft spots were been identified by councils local roads offices on all 4 approaches of the crests along Aerodrome road.</p> <p>If these soft areas are not remediated the base course and seal would fail.</p> <p>Council have requested additional Sub-base and geogrid to be implemented to stabilize the section, promoting the appropriate longevity of the road in these area.</p>			
Description of the proposed change			
<p>Crest 1: 60m length, 110mm CT 3% Cement + 4.7m wide Geo grid reinforcement Crest 2: 40m length, 110mm CT 3% Cement Crest 3: 40m length, 110mm CT 3% Cement Crest 4: 40m length, 110mm CT 3% Cement</p>			

Impact on program (to include within current funding timeframe)			
NIL			
Impact on budget (to include within approved budget / within funding deed)			
The following budget impacts are proposed: Total Variation: \$32,318.63 excl. GST as per 19-VA-03 Sufficient funds are available within Budget to cover this variation as follows.			
Total Funded Budget = \$ 1,610,000.00 Total committed including Changes = \$ 1,130,289.22 Total remaining Funds = \$ 479,710.78			
Impact of not approving the change			
The pavement and seal are directly influenced by the sub-grade bearing capacity. With failures in the sub-grade the pavement would fail and require removal and remediation in the near future this would be at high cost and outside of project funding timelines.			
Project Manager (PM) Endorsement			
PM Support (Yes/No)		Date (DD/MM/YYYY)	
PM Comments:			
PM (Name and Signature)	Name	Signature	
Manager Review Comment	Sub-grade failures required fixing to mitigate future high cost pavement failures		
Manager (Name and Signature)	Name Will Fenwicke	Signature 	
Director Review Comment			
Director (Name and Signature)	Name	Signature	
Principle Approval (Manager / Director / General Manager with correct delegation)			
Approved (Yes/No)	Yes	Date (DD/MM/YYYY)	7/9/23
Principal Comments:	Approved value add scope of work		
Principal (Name and Signature)	Name Alan Butler	Signature 	

Infrastructure Change Request Form

Project Number and Name:	W22/227 – Aerodrome Road & Runway Rehabilitation		
Principal:	Walcha Council		
Contractor:	Aitkin Civil		
Change Request Number:	19VA04 – Heavy Patching		
Raised by:	Will Fenwicke Manager Projects and Assets Walcha Council	Date issued:	22 th Sept 2023
Reason for the change			
<p>Council have requested additional scope:</p> <p>As discussed and agreed upon by the Director of Infrastructure, the reseal works requires 2 x Heavy pavement patches, at the Aerodrome Road and Oxley Highway intersection and at the Waste Transfer Facility entry including extending the extra seal.</p> <p>The initial intent was for Council Crews to carry out the heavy patches however limited staff available has led to this work needing to be carried out by the contractor on site.</p>			


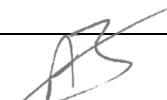
Description of the proposed change

Aerodrome road and Oxley highway intersection: heavy patching of numerous potholes and deformed pavement.



Waste transfer facility entry: heavy patch shape correction of large pot hole and undrained pavement.



Impact on program (to include within current funding timeframe)			
An additional of 1.5 days of work			
Impact on budget (to include within approved budget / within funding deed)			
The following budget impacts are proposed:			
<ul style="list-style-type: none"> • heavy patching Aerodrome road and Oxley highway intersection • heavy patch shape correction at the waste transfer facility entry = \$9,879.29 ex GST • extending the extra seal to the WTF = \$\$6,761.64 			
Sufficient funds are available within Budget to cover this variation as follows.			
Total Funded Budget		= \$ 1,610,000.00	
Total committed including Changes		= \$ 1,130,289.22	
Total remaining Funds		= \$ 479,710.78	
Impact of not approving the change			
The pavement and seal are directly influenced by the sub-grade bearing capacity. With failures in the sub-grade the pavement would fail and require removal and remediation in the near future this would be at high cost and outside of project funding timelines.			
Project Manager (PM) Endorsement			
PM Support (Yes/No)		Date (DD/MM/YYYY)	
PM Comments:			
PM (Name and Signature)	Name	Signature	
Manager Review Comment	Re-sealing the existing sealed section ensures the entire access is in the best possible condition ready prior to any disaster events and Sub-grade failures required fixing to mitigate future high cost pavement failures		
Manager (Name and Signature)	Name Will Fenwicke	Signature 	
Director Review Comment			
Director (Name and Signature)	Name	Signature	
Principle Approval (Manager / Director / General Manager with correct delegation)			
Approved (Yes/No)	Yes	Date (DD/MM/YYYY)	22/12/23
Principal Comments:	Approved value add work originally intended to be carried out internally.		
Principal (Name and Signature)	Name Alan Butler	Signature 	



Item:	6.6	Ref: WO/2023/01792
Title:	Part Day Public Holiday 2024 & 2025 Application Support – Survey Results	
Author:	General Manager	
Previous Items:	Not Applicable	
Attachments:	1. Survey 2. Copy of Letter to Schools 3. Facebook and Website QR code link 4. Q1 Comments from Survey 5. Q2 Comments from Survey 6. Q3 Comments from Survey	

Community Strategic Plan Reference:

Strategy 5.2.1: Support and promote participation in community events.

Strategy 5.2.3: Support service, sporting and other community groups.

RECOMMENDATION: **That Council:**

- 1. ENDORSE the application for a Part Day Public Holiday for the Walcha Council Local Government Area from 12 noon until 6pm on Friday 9 February 2024 and Friday 7 February 2025 for the Walcha Races;**
- 2. SURVEY the community stakeholders directly after each event to ascertain their success.**

Introduction:

This report is to review the Part Day Public Holiday Survey which closed on Friday 1 September 2023, and to endorse the application for the Part Day Public Holiday 2024 & 2025 within the Walcha Council Local Government Area.

Report:

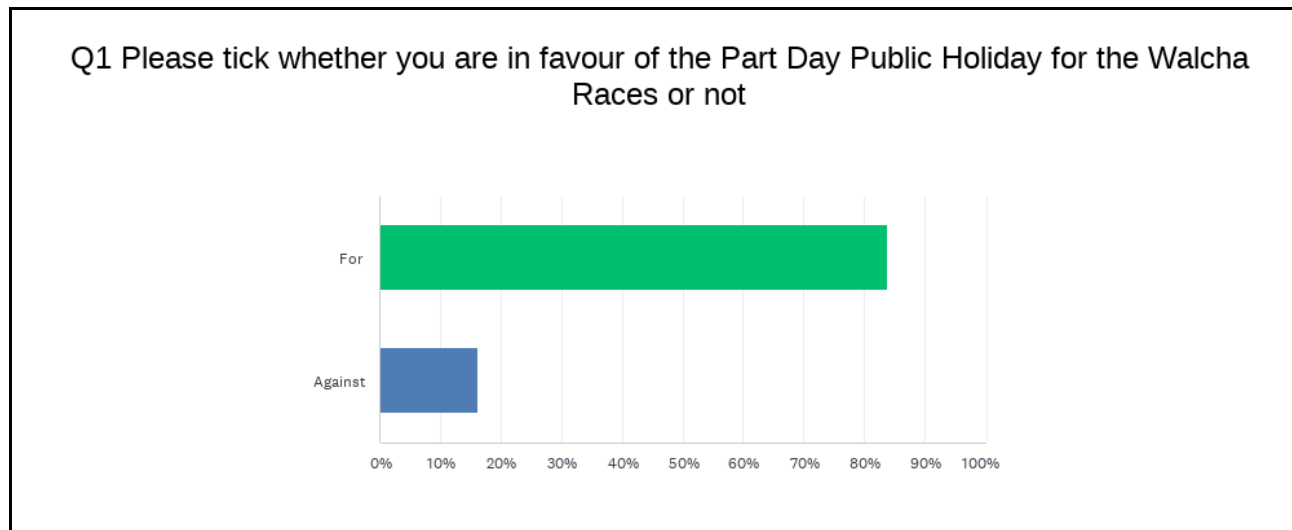
Under the Public Holidays Act 2010 all public holidays and local event days (including part-days) must be declared by Order of the Minister for Industrial Relations and published on the NSW legislation website.

As in the previous few years, Council must carry out public consultation before applying. Council must consider and be aware of the potential impact the application will have upon businesses and communities located within the designated public holiday areas. This means that all employees 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 or part day that is the local public holiday or half holiday or part holiday. In addition, employees who work on the day or part day may then have an entitlement to penalty rates.

Council conducted a survey which was sent to members of the community through our local newspaper, the Apsley Advocate, as well as advertising through the Apsley Advocate and placing Facebook posts on Council's Facebook page and also on our website. This



campaign ran from 01 August to 01 September 2023. Council received hardcopies of the Survey at Council Chambers and collated those with the online surveys. The results were:

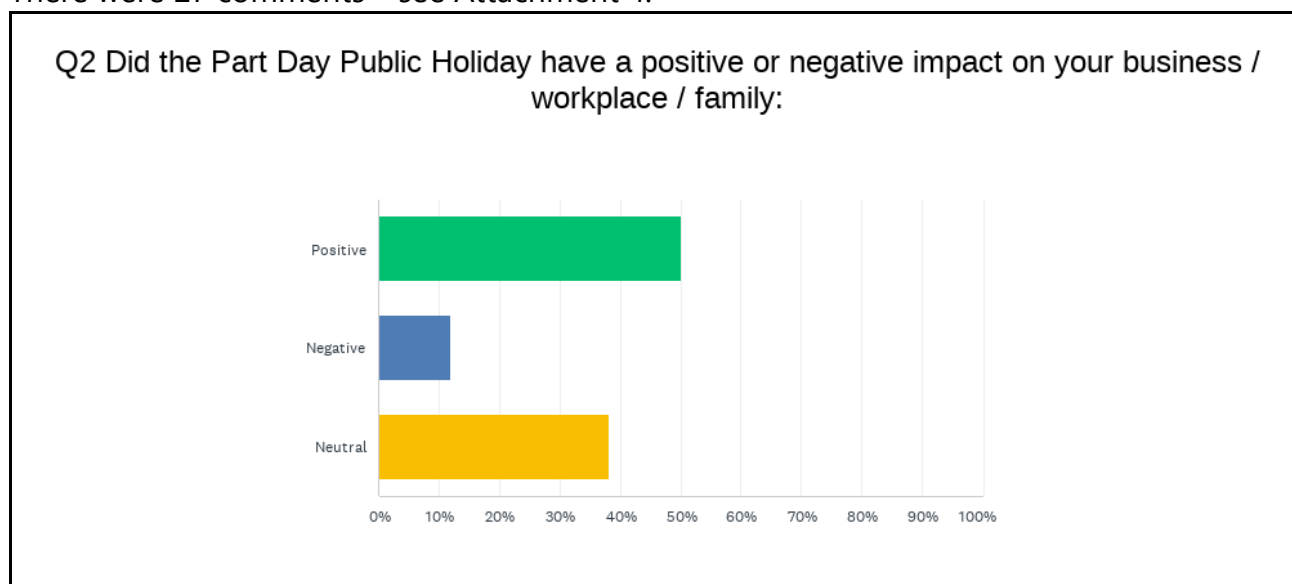


Number of Responses: 124

For: 104

Against: 20

There were 27 comments – see Attachment 4.



Positive: 59

Negative: 14

Neutral: 45

Skipped: 06

There were 19 comments – see attachment 5

Q3: Any further comments, questions or concerns?

Answered: 26

Skipped: 98

Answers see Attachment 6



The NSW Industrial Relations expects Council to consider the impact on local schools and on the transport of school students who attend school on this day. In this regard it is expected that the consultation process with local schools will take account of the transportation arrangements for students who attend school on the day.

Council sent a letter to the schools within our LGA and received one response:

Woolbrook Public School had no issues or problems relating to the part day public holiday for the Walcha Races.

There have been no problems with transportation of students who attend school on this day in the past and the schools have assured us that they would advise if this becomes an issue. To date Council have received no notice of this being an issue.

Historically the holiday for the Walcha Races was a half day holiday, from 12 noon to 12 midnight. However due to the impact on businesses Council changed the application and requested a part day public holiday which runs from 12noon to 6pm. This allowed the hotels to employ staff from 6pm under their normal rates.

Since 2015 when legislation changed so that applications could be made for the part day holiday over a consecutive two-year period, it is now expected that Council provide information focused on the economic and social importance of the event and provide the following information indicating:

- *The level of support for and against the application from local businesses and community stakeholders;*

The survey details above clearly show the support for and against the event.

- *The benefits to the local community in terms of employment, business activity, tourism and industry promotion of the region.*
- *Demonstration of the economic benefits to the local community in terms of employment business activity, tourism and industry promotion of the region*

These two, the benefit and demonstration of economic benefits to the local community, are mentioned within the comments section (attached). People from all over the state, some even from other states, visit Walcha to attend the Walcha Races. A lot of the community invite old friends, business colleagues and family to the Walcha Races as it is a great drawcard to Walcha. Tourists then stay and visit some of Walcha's attractions whilst shopping and eating within the Walcha town.

- *Details of the importance of the event from a social and community perspective.*

There are several comments on a great social day for the community of Walcha. It gives the community a chance to dress up and catch up with friends and peers, which are all very important for people living in rural Australia. It is also an event which benefits our Service Clubs, both Rotary and Lions. The Rotary Club run the barbeque and the Lions



Club man the bar. Both of these are excellent fundraisers for these Clubs who then donate back to the community through infrastructure or benefit funding, where needed. Each application to the Minister must state if the request was approved by Council resolution, if other options were considered, e.g. local event day, and to what extent the community consultation was taken in respect of the request.

Council have consulted extensively over the last few years with the majority of business houses and the community fully supporting the part day public holiday.

Legal Implications:

If declared by Order of the Minister for Industrial Relations the period from 12 noon to 6pm on Friday, 9 February 2024 and Friday 7 February 2025 will be a public holiday in the Walcha Local Government Area. Any employee working within Walcha during this time is entitled to penalty rates from their employer.

Financial Implications:

There are no financial implications arising from this report.

Environmental Implications:

There are no environmental implications arising from this report.

Social Implications:

This is a well-attended social outing, tourism event, and fundraiser for our town and is supported by most of the community over a number of years.

Policy Implications:

There are no policy implications arising from this report.



**Attachment 1: Survey – Hardcopy but also available on Survey Monkey from
1 August to 1 September 2023:**

FROM *Council's Office*  2W Hamilton Street (PO Box 2) Walcha NSW 2354
P: 02 6774 2500 E: council@walcha.nsw.gov.au
www.walcha.nsw.gov.au

09 August 2023

Dear Community Member

Part Day Public Holiday in February 2024 & 2025 for Walcha Races

Council are required biannually 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 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 contact Council on 6774 2500.

Yours faithfully

Phillip Hood
Interim General Manager

Name: _____

Business Name: _____

Please tick whether you are in favour of the Part Day Public Holiday for the Walcha Races or not:

FOR

AGAINST

Comments:



Page 2: Part Day Public Holiday Survey for February 2024 & 2025
for the Walcha Races – Walcha Council

Did the Part Day Public Holiday have a positive or negative impact
on your business / work place / family?:

- Positive Negative Neutral

Comments:

Do you have any other comments, questions or concerns?

Please return to Council by: FRIDAY 1 SEPTEMBER 2023

WHEN REPLYING PLEASE QUOTE WO/2023/01416
WHEN MAKING ENQUIRIES PLEASE ASK FOR Liz Hobbs



Attachment 2: Letter sent to Schools in LGA:



02 August 2023

The Principal
Walcha Central School
154E North Street
Walcha NSW 2354

E – walcha-c.school@det.nsw.edu.au

Dear Principal

Re: Part Day Public Holiday – Impact on Schools

Council is once again considering a part day public holiday in early February 2024 & 2025 for the running of the Walcha Cup. This part day holiday will be from 12 noon to 6:00pm. As per last year's request Council would like comments and input with this proposal, as well please advise if there were any problems or issues as a result of past part day public holidays.

It would be appreciated if you could advise me of any concerns or issues by Friday 18 August 2023.

Yours faithfully

A handwritten signature in black ink, appearing to read "Phillip Hood".

Phillip Hood
Interim General Manager

WHEN REPLYING PLEASE QUOTE WO/2023/01427
WHEN MAKING ENQUIRIES PLEASE ASK FOR Liz Hobbs



Attachment 3: Facebook & Website Post/Page with QR Code:

**Consultation with Walcha Community
on Part-Day Public Holiday for the
Walcha Races in 2024 and 2025**

f



f

As part of the application for the Part-Day Public Holiday for the Walcha Races, Council **must** consult with the community. To ensure that Council are aware of everyone's point of view please fill in the Survey by scanning the QR Code or using the link on our Facebook Page or Website.

f

Survey closes: Friday 1 September 2023



Attachment 4: Question 1 Comments:

The Walcha Races are only once a year and many old "Walcha lites" come back to catch up with friends. The races also generate money into the town.

Would prefer it as a full day for the Walcha Show

Its a tradition that should not be lost. Great for morale

I think the holiday gives the locals a chance to mix together at the Races and have a day out.

Why not??

Thank you Walcha Council for applying for the part day public holiday for Walcha Races. It is an enormous day of friendship and social community gathering.

Love the local Walcha Cup Carnival - it brings many people to Walcha. The hotels, motel, clubs, shops etc for a few days. It should continue.

I am a teacher at St Patricks Primary School. Right at the beginning of a new school year and it is incredibly disruptive

Great family weekend. money for the town

Its good for the town

As one of only a handful of business that needs to open to provide support services we are penalised by having to pay higher wages.

Should be a matter of choice. The Jockey Club needs the holiday to make a go of it. Country Towns have few opportunities to get together and socialise. The town needs it.

I would prefer the day off for the Walcha Show

What is going on it's 1 day out of the year for local people to enjoy ONE race meeting a year total waste of half a day. anyone going to the races will take the time off anyway. why should we have to pay wages for everyone just to go home and live it up let them take holiday pay if they want to go to races. less the 15% that get the time of spend it at the races.

Have it for the show not the races. Don't promote gambling.

The town is dead and when we have a half day it's worse wages are huge if you need staff

A lot of people use it as a half day to go away/ out of town as a long week end.

If council employees and other business want to take the day off or half day can't they just do that and not make it a public holiday.

Nurses dont get payed double pay.

It should be a full day public holiday

It's a simple way of ensuring success of the event as there is no excuse for not attending it is also a bonus for the tourism in Walcha in regards to food venues and accommodation as well as showcasing other tourism assets of the town like the open art gallery the close by national parks like the Apsley falls etc

Should be a neutral option here as well. Don't really care.

Love the tradition of returning family and friends to our annual race meeting.

It is a huge gathering for the town and is looked forward to. People come back to Walcha for the races and a half day helps us to socialise

It should be kept it is traditional and allows for community attendance

Of course it's race day, time for the community come together & have some fun

I believe this is a great event to boost Walcha tourism and also great for the community.



Attachment 5: Question 2 Comments:

Always enjoy the impact of the half day public holiday it has on my family going to the races. We all know to shop early or day before and be organised.

Many people put a lot of time into preparing for this once a year Race Cup Meeting - young and old enjoy and make a lot of money for local organisations - shops can stay open if they wish!

Really hard at the beginning of a new school year. There is no care open so parents can't attend races anyway.

Great to catch up with family

Higher cost of wages through a quiet part of the day while everyone is attending the races.

Many people consider this to be the big event of the year. It needs the half day holiday to be successful

Positive on family, negative on business

Could enjoy the arvo with old friends from years gone by

Kids miss out on school.

No one around everyone goes to the coast

Family and friends who used to live here always come back to reconnect each year who in turn support local businesses

Small business has to Double pay employees to go and than end up losing more money at the races.

Great community day to get together

I volunteer at the races and it's a great way of catching up with old friends

Family friends supported local businesses. Supported the Lions and Rotary at the Races who give back to our community.

I don't have a business any more but when I did it enhanced it

Nil impact noticed

No doesn't effect us.



Attachment 6: Question 3 Comments, Questions or Concerns:

Please leave as is and let the people enjoy - its only once a year!

No.

It is an excellent and fun afternoon for many. Pubs enjoy lots of visitors and locals also.

I would love to see the half day public holiday moved to the Friday of the Walcha Show. That way the entire community has an opportunity to attend the Show. The Walcha Show is a much more family and community orientated event.

I think its great to have a community event that everyone has the time to attend

Great money spinner for the town

We are very happy with the Part Day Public Holiday

I think it's good for the kids to be at school for the whole day.

It is a good day for networking and mental health

Keep holiday in place

Walcha Show would be more suitable for families, kids entering in more events or being able to watch agricultural events on the Friday. Maybe have a survey where people can choose between the two events.

Why is this even being surveyed? This has been tradition for many many years. It ables the community to come together and celebrate the biggest event that Walcha has.

Leave it alone please.

Yes it needs to stop with the financial situation at the moment businesses cannot afford it

No not needed

The district needs to support this community occasion

No

It's a fun safe local event we'll catered for in terms of getting to and from the venue that is free transport buses and also family oriented on the Saturday with the kids day

Not necessarily against but maybe there are other options to consider. If not races then what? The Show?

Council should continue to support the 1/2 day holiday, appreciate the bus service, A valued community event

Council should consider a part day public holiday for NAIDOC too

Our community needs the races and its half day holiday.

Friday of the walcha show should be half public day also

Great day for the community !

No

I would like to suggest signage on the entrances to town promoting the races and advising of the part day holiday so visitors are aware of the races and holiday.



Item: 6.7 **Ref:** WO/2023/01713
Title: Formation of a Local Traffic Committee for Walcha Local Government Area
Author: General Manager
Previous Items: Not Applicable
Attachment: No

Community Strategic Plan Reference:

Goal 1.1: *Walcha will be serviced by an integrated and efficient transport network.*

RECOMMENDATION: **That Council establish a Local Traffic Committee and:**

- 1. APPOINT the Director Infrastructure & Development as Council's representative to the Committee; and**
 - 2. CONSULT with the Local State Member, Adam Marshall MP, to advise his nominee.**
-

Introduction:

Walcha Council hasn't had a Local Traffic Committee for a number of years and this report is to establish a new Committee.

Report:

Transport for NSW (TfNSW) is legislated as the organisation responsible for the control of traffic on all roads in New South Wales. Under legislation TfNSW have the power to delegate its functions to other public agencies such as Councils. Traffic Committees are a requirement of the delegation process.

The Local Traffic Committee (LTC) has no decision-making powers and is primarily a technical review committee. It only advises the Council on matters for which the Council has delegated authority, being certain prescribed traffic control devices and traffic control facilities.

The Council must refer all traffic related matters to the LTC prior to exercising its delegated functions. Matters related to State Roads or functions have not been delegated to the elected Council must be referred directly to TfNSW and not be referred to LTC.

Council is not bound by the advice given by its LTC. However, if Council does wish to act contrary to the unanimous advice of the LTC or when the advice is not unanimous, it must notify TfNSW and the NSW Police and wait 14 days before proceeding, to give them the opportunity to appeal if they wish.



Local Traffic Committee

This Committee is not a committee within the *Local Government Act, 1993*. The operating arrangements are contained in "*A Guide to the Delegation to Councils for the Regulation of Traffic (including the operation of Traffic Committees)*".

Membership:

To consist of four (4) formal members:

- One representative of Council
- One representative of the NSW Police
- One representative of Transport for NSW
- The local State Member of Parliament (MP) or their nominee

The Council representative may be any Councillor or Council officer, previously it was the Director Engineering.

The Council, in consultation with the formal members of the LTC, may also decide to have additional informal (non-voting) advisors to the LTC who can provide input into the process. Informal advisors are not required to attend every LTC meeting as their attendance is only required when items appear on the Agenda which effect their area of expertise or responsibility. Informal advisors can include a: Road Safety Officer; Fire Brigade representative; Ambulance Service representative; Bus operator representative; Minister for Transport; etc.

All information regarding the Meetings, formats, agendas, minutes and reports are as per the Guidelines and are to be prepared by Council.

Legal Implications:

By establishing a Local Traffic Committee Council are abiding by the legal requirements for the delegations given by Transport for NSW.

Financial Implications:

There are no financial implications arising from this report.

Environmental Implications:

There are no environmental implications arising from this report.

Social Implications:

There are no social implications arising from this report.

Policy Implications:

There are no policy implications arising from this report.



Item: 6.8 **Ref:** WO/2023/00390
Title: DRAFT Event Strategy – Walcha Motorcycle Rally
Author: Director Corporate & Community
Previous Items: Not Applicable
Attachment: WO/2023/01272 - Draft Event Strategy - Walcha Motorcycle Rally

Community Strategic Plan Reference:

Goal 2.1 *Commercial and tourist development will be promoted and encouraged to grow in harmony with the natural environment, to take maximum advantage of commercial opportunities and to increase local employment.*

Strategy: 2.1.2 *Develop and market tourism products targeting identified markets.*

Strategy: 2.1.3 *Develop activities that encourage increased visitation frequency and stay length.*

Strategy: 2.1.3.2 *Investigate methods and utilise events to encourage tourists to spend longer in Walcha.*

RECOMMENDATION: **That Council ADOPT the DRAFT Event Strategy – Walcha Motorcycle Rally as presented.**

Introduction:

The Walcha Motorcycle Rally has been held in some form in 2019, 2021 & 2022. To date there has been no strategic document that sets out the purpose and goals of the event, or of the expectations of Council moving forward. This draft event strategy aims to cover off on the purpose, goals, and also the future expectations for the event to 2024.

Report:

The Motorcycle Rally is now in its fourth year being the main tourism event to promote Walcha as a destination.

The purpose of the event strategy is to ensure that Council has a document that articulates the objectives of the event, how the event is being resourced and the process to review the event's ongoing sustainability.

The purpose of this event is to attract visitors from outside our Local Government Area, who will book accommodation, purchase at local businesses, buy food and drink at cafes, pubs and clubs and return at other times while also promoting Walcha as a great destination that reaches far beyond the event attendees.

In a difficult economic environment, the sustainability of the event is essential. The strategy provides the sustainability milestones by which Council will review the event on an ongoing basis to ensure that it is meeting both financial and non-financial milestones.



If at any point the Council determines that the event is not sustainable then the strategy outlines the process by which Council would look to close or modify the event.

Many events do not remain popular in perpetuity and with a Council resolution to stage this event until 2024, the event should be reviewed year on year whereby the Council considers if Council should move onto a new or different event to encourage increased visitation frequency and stay length in Walcha.

Legal Implications:

There are no legal implications arising from this report.

Financial Implications:

Council has previously approved a cash budget of \$35,000 and underwrite to a value of \$75,000 for the 2022, 2023 and 2024 events. If the event is successful and continues past 2024, Council will be expected to maintain control by providing in-kind and underwriting support.

Environmental Implications:

There are no environmental implications arising from this report.

Social Implications:

Walcha hosts a successful event for an identified market, designed to encourage increased visitation frequency and stay length, in line with the Community Strategic Plan.

Policy Implications:

There are no policy implications arising from this report.

Walcha Council Event Strategy Walcha Motorcycle Rally



www.walcha.nsw.gov.au

www.walchansw.com.au

Draft V3 - WO/23/1272

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Event Strategy

Walcha Motorcycle Rally

Event Objectives

To host a multi-day tourism event to attract visitors to our area from an identified target market, that encourages overnight stays and return visitation. Locals are encouraged to attend the event, but the main purpose is to attract an identified target market of visitors to our area, from outside our LGA. The Oxley Highway is recognised as one of Australia's premier rides and is rated at number 3.

- Bring visitors to Walcha and enhance the tourism profile of Walcha,
- Provide a bespoke motorcycle event in Walcha for motorcycle enthusiasts
- Provide a financial boost to local businesses from the large influx of people attending the 2.5 day event.

Event Goals

To encourage future visitation to Walcha for motorcyclists and motorcycle enthusiasts and to provide an economic boost to the local businesses from the large influx of visitors. Walcha sits on the crossroads of two of the best rides in NSW and also has hundreds of kilometres of gravel roads to explore. Motorcyclists have always been attracted to Walcha, so an event to celebrate and encourage them to spend their tourism dollars here for a multiple night stay and return each year and at other times, is the goal of the Rally.

- To make this a recurring major event for the region
- Increase motorcycle tourism
- Increase overnight stays
- Increase return visitation
- Increase profile and reputation of Walcha as a destination

Alignment with Strategic Documents

Walcha 2032 Community Strategic Plan (CSP) and Delivery Program (DP)

Councils current CSP and DP were adopted in July 2022. The goals and actions included in these plans that are relevant to this event are:

- 2.1** Commercial and tourist development will be promoted and encouraged to grow in harmony with the natural environment, to take maximum advantage of commercial opportunities and to increase local employment.
 - 2.1.2** Develop and market tourism products targeting identified markets.
 - 2.1.3** Develop activities that encourage increased visitation frequency and stay length.
 - 2.1.3.2** Investigate methods and utilise events to encourage tourists to spend longer in Walcha.

Country and Outback NSW Destination Management Plan (DMP)

[DNCO-Destination-Management-Plan-2022-2030 web.pdf \(dnconsw.com.au\)](https://dnconsw.com.au/DNCO-Destination-Management-Plan-2022-2030_web.pdf)

Mission & responsibilities

"To provide an inspiring and effective approach to grow the visitor economy of Country and Outback NSW and create meaningful connections between the place, its communities and businesses, with visitors to the region".

Excerpts from this DMP

Page 30 – Target Markets and Visitor Profiles

- Special interest tourism has long been used to identify unique segments based on their interest or passion
- The continuing evolution of the 55+ market. The 55+ market has the highest disposable income and are seeking new destinations to add to their bucket list. This market is largely misunderstood, they want to engage and be part of the "local scene".

Page 53 – Visitor research New England North West region

Tourism Research Australia (2012-2021) highlights the strength of both overnight and day visitors, with overnight visitors providing less visitors but more economic impact.

Average 2017-2021	# visitors ('000)	% of total	\$ contribution	Domestic \$ per night	Av night stay
Domestic overnight	1,495	45%	\$594 m	\$142	2.9
Domestic day*	1,815	54%	\$253 m	\$139	
International	31	1%	\$56 m		
Total	3,342	100%	\$903 m		

Advisory Committee Purpose and Responsibilities

Meetings of the Motorcycle Rally Advisory Committee are held as required, with the number of meetings increasing closer to the event. The Committee's purpose is to:

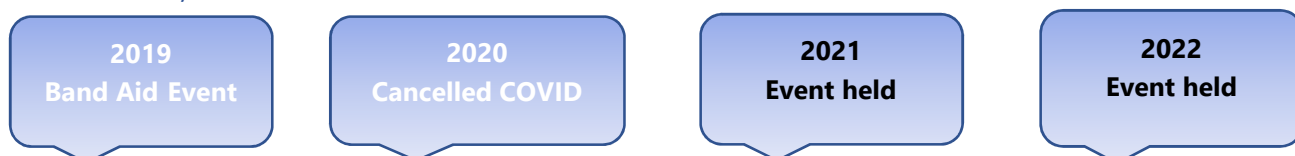
Provide support and advice to Walcha Council pertaining to matters relating to Walcha's Motorcycle Rally.

Its responsibilities are:

- Providing support to Council in organisation of the rally;
- Providing Council with recommendations for its consideration in the development of the Walcha Motorcycle Rally;
- Sourcing and creating appropriate partnerships and or sponsors with the private sector and government bodies for the strength and sustainability of the event; and
- Assisting with the overall direction of the event.

Event Progression and timeline

Event history



Ticket and merchandise income have increased from 2021 to 2022. The cost to hold the event reduced from 2021 to 2022. We anticipate the income from event sales and sponsorship will continue to increase for the next three years. The cost to hold the

event should hold steady around \$120,000, due to efficiencies created from past events.

Income	2021	2022
Event sales	57,282	78,405
Sponsorship	4,850	6,727
Grants	91,723	32,004
Council budget used	0	0
	\$153,855	\$117,136
Cost of event	\$149,911	\$126,820

A comparison of the two events held show:

- an increase of 37% on event sales
- An increase in sponsorship of 38%
- A reduction in grant funds required of 65%
- a reduction in costs of 15%

Future Event Funding



Income is generated through ticket and merchandise sales, bar sales, stallholder registrations, sponsorship and grant funding.

Event grant funding has been obtained from Destination NSW - Flagship Event Fund and will provide \$20,000 for up to three years to allow the event to become established. After the 2024 Rally, the future of the event will be reassessed, as it will have been run for 4 years. If the Rally continues after this time the event will be eligible to apply for the triennial grant funding This funding guarantees up to \$30,000 per year for three years. Additional funding would be sought from our State Member. The ongoing sustainability of the event will be determined by its ability to cover all operating costs.

Event Aims

In order to determine if the event is a success, a number of aims have been developed, along with a way of measuring and comparing with previous events.

Aims	Measurement
Maintain or increase attendee numbers each year	Comparing number of ticket sales for each year
Increase the pre-purchase ticket numbers	Comparing pre-sale ticket numbers for each year
Maintain or increase merchandise sales each year	Comparing the merchandise income for each year
Provide an event that is enjoyed by target demographic and locals	Feedback surveys are distributed to attendees each year
Provide value for money by keeping ticket prices affordable	Comparing ticket prices for each year
Increase the number of return visitors	Question on the feedback survey
Ensure local accommodation venues are booked out	Liaise with local accommodation providers regarding occupancy
Maintain or increase the sponsorship spend each year	Comparing the sponsorship income for each year
Maintain or increase social media followers and engagement	Compare social media statistics for each year
Overall satisfaction score	Question on the feedback survey

Preparation Timeline

A master timeline of key activities and the recommended time for completion.

Activity	Date
Key Activities Review and Agree Actions and Priorities	15 October
New/updated Artwork Complete	25 October
Stakeholder Meeting 1	10 November
Billboard sign in town goes up	15 November
Tickets on Sale/Website Update 1 Complete	17 November
1 Year out Launch- Local Ride/Media/EDM/Social Push	19 November
EDM 1- Where Will You Be Next Year?	19 November
Review Sponsor Targets/Contact Previous Sponsors	20 November
Social Merry XMAS- Buy a Friend/Dad a Trip to WMR	15 December
Stakeholder Meeting #2	1 February
Review and Approach Existing and New Sponsors	1 February
EDM 2- Plan WMR into your riding schedule	15 February
Submit Grant Applications	15 February
Detailed Programme Review- Options and Costings	15 March
Contractors and Services Needs Review	15 March
Budget Review- consider likely cost, income projections	15 April
Trade Site costings, policy, needs review	15 April
Confirm groups riding into WMR from regional QLD and NSW	1 May

EDM 3- Rides you can join to WMR	15 May
Stakeholder Check in, update on plans and activities	15 July
Trade Fair Sites Now Available	15 July
Confirm Outline Programme- Secure Performers, Talent	1 August
EDM 4 and major Social Push- Programme Release	15 August
Volunteer Call out- briefing and sign up information night	1 September
Risk review with organising team- WHS, insurance, financial	1 September
Confirm Sponsor Servicing and Commitments in place	1 October
Confirm Merchandise Order	15 October
EDM 5/Social/Media Push 1 Month to go, start your engines	19 October
Confirm and communicate workforce/volunteer rosters	23 October
Final Stakeholder review/readiness session	10 November
Working Bee at Showgrounds	12-13 November
Signage Erection, Equipment Placement	16-18 November
Walcha Motorcycle Rally	16-19 November
Post Event Debrief	15 December

Event Stakeholders

Many local and non-local businesses and individuals are supportive of the event in a number of ways. They work with the Advisory Committee and the tourism team to ensure the event is safe, relevant and professional.

- Walcha Council
- Sponsors
- Volunteers
- Local Pubs, Clubs and Accommodation providers
- Trader and commercial site operators
- Walcha Showground Trust
- Wider Regional Tourism Support
- NSW Walcha Police & Health Service
- Motorcycle Influencers- local social rider groups, retailers, media
- Local State and Federal Members
- Entertainment providers

Brand Recognition

The Walcha Motorcycle Rally is branded as a unique grassroots event for all types of bike riders, and therefore encourages all attendees to return to Walcha not only on a motorbike, but in a car with family and friends. Although difficult to calculate, the brand value of the event is an intangible benefit of running the event, which offers longer tail rewards. A number of variables feed into this including awareness, quality,

image, loyalty and identity. The event already has a great deal of goodwill from attendees, sponsors and exhibitors and a positive brand being built on since inception.

We have already established a great deal of attendee loyalty, which means visitors returning year after year and the long-term profit from loyal attendees spreading the positive word on Walcha as a motorcycling destination.

Event Marketing

When promoting the Motorcycle Rally, we are also promoting Walcha as a desirable destination, by providing general tourism information about Walcha and its key attractions. The tourism website receives traffic originating from the Rally website. This provides pre-event and in-destination information and inspiration to extend the length stay or visit on another occasion.

Event marketing is a big part of making the event a success. Marketing efforts are also focused on general promotion of Walcha, it's businesses and key attractions. A full event marketing plan has been developed (WI/23/6769).

Event Website

The Rally event website is a hub of information for the event and includes links to the Walcha Tourism website, ensuring interested visitors can research Walcha as a key tourism destination. Tickets, camping and merchandise can be purchased from the website, as well as booking for the guided rides.

Ticket sales projections

Over the next two years we predict that ticket and merchandise sales will continue to increase and this will reduce the reliance on Council funds, and move the event towards becoming self-sustaining. In 2023 we will have a system in place to accurately track the ticket, merch and camping sales numbers at the gate, which will also help with our future planning. Previously all gates sales were counted together, with only a "guestimate" of the break-up. Gate sales of tickets are not included in the figures below – these are pre-event sales only, and have been deliberately kept low and conservative.

Sustainability Milestones

In order to judge if the event is meeting it's targets the following should be looked at after each event to track its performance.

- Meeting ticket sales projections
- Meeting income and expenditure projections
- No loss generated
- External funding applications successful

- Continues to fit with the CSP and Tourism goals.

If the event fails to meet one of the above performance indicators a sustainability review, will be required whereby Council will decide the events future.

Exit Strategy

If it is determined that it is no longer viable to stage the event in its current format including underwriting of the risk associated with the event then these are the steps that would be undertaken:

1. Examine if the event can be held with a reduced format requiring limited resources to run while still promoting Walcha in line with the objectives of the Community Strategic Plan. (for example - smaller scale, every two years, single focus group)
2. Investigate the possibility of handing over the running of the event to a community group.
3. If the event cannot proceed then Council would notify sponsors and key stakeholders before notifying the general public
4. Thank the committee and volunteers for their time and effort
5. Communicate to subscribers, previous ticketholders and key media
6. Update the website and Social media pages
7. Media release and thank you in media publications.
8. Officially wind up the Motorcycle Rally Advisory Committee via resolution of Council



Item: 6.9 **Ref:** WO/2023/01796
Title: Updated 2023-2024 Agency Information Guide
Author: General Manager
Previous Items: Not Applicable
Attachment: Under Separate Cover: Draft 2023-2024 Agency Information Guide - WINT/2023/04104

Community Strategic Plan Reference:

Goal/Strategy Number: type the actual goal or strategy that you are quoting.

RECOMMENDATION: That Council ENDORSE and ADOPT the Draft 2023 – 2024 Agency Information Guide as per Division 2 Section 21 of the *Government Information (Public Access) Act 2009*.

Introduction:

Under the *Government Information (Public Access) Act 2009* Council is produce and then adopt the Agency Information Guide (AIG).

Report:

The AIG has been updated to reflect the two directorate structure of Council. This includes the changing of some services within the two directorates, that has occurred during the last two years. The LAW Values and We Statements have also been added to the AIC.

Part 3 Division 2 Section 21 of the *Government Information (Public Access) Act 2009* states: *An Agency must adopt its first agency information guide within 6 months after the commencement of this section and must review its agency information guide and adopt a new agency information guide at intervals of not more than 12 months. An Agency may update and amend its agency information guide at any time.*

In compliance to these annual requirements of the *Government Information (Public Access) Act 2009* it is recommended that the Draft 2023-2024 Agency Information Guide be adopted by Council as presented.

Legal Implications:

The process is to send a copy of the Draft Agency Information Guide to the Information & Privacy Commission NSW for review and assessment. This has been sent. Although we haven't had a reply from the Information & Privacy Commission NSW any advice received from them can be incorporated into the next review of the AIG. Council legislative requirements will be completed once the Agency Information Guide is adopted by Council.



Financial Implications:

There are no financial implications arising from this report.

Environmental Implications:

There are no environmental implications arising from this report.

Social Implications:

There are no social implications arising from this report.

Policy Implications:

There are no policy implications arising from this report.



DRAFT

Agency Information Guide

2023 – 2024



Tablelands meets the Apsley Gorge Photo: James Levingston

*Prepared in accordance with the requirements of the Government Information (Public Access) Act 2009
Adopted by Council – Month Year – Resolution No.:
The Information Guide is available on Council's website: www.walcha.nsw.gov.au & Council's Administration Office*

Council’s Vision

To create a vibrant and sustainable environment in which people want to live, work and play.

Council’s L.A.W. Values & Organisational We Statements

Walcha Council’s corporate values defines what is important to us. Our Organisational We Statements support our values, defines our organisational expectations, and provides a clear set of standards in a transparent way of how we work at Walcha Council.

	Leadership	Accountability	Working Well At Walcha
Value Definition	To empower others with what you do and what you say	To be transparent, ethical, and consistent when we carry out our work. Owning what you say and do when things are good or when they could be better.	To work as one team
Organisational We Statements	We are clear, consistent, and open in our communication.	We do what we say we will do	We treat each other with respect, professionalism, and kindness.
	We have courageous conversations	We acknowledge and learn from our mistakes	We support each other to work safely.

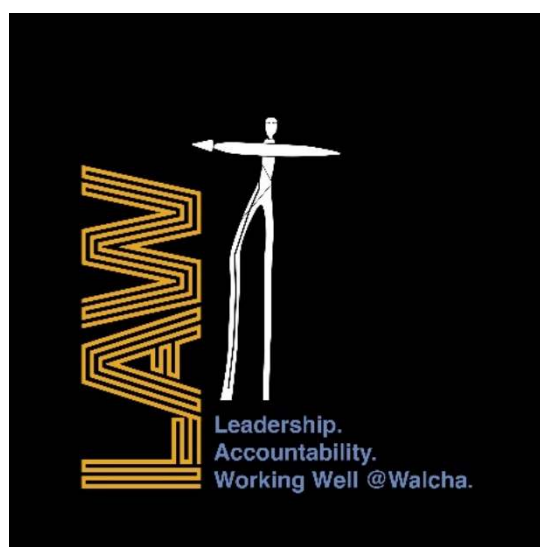


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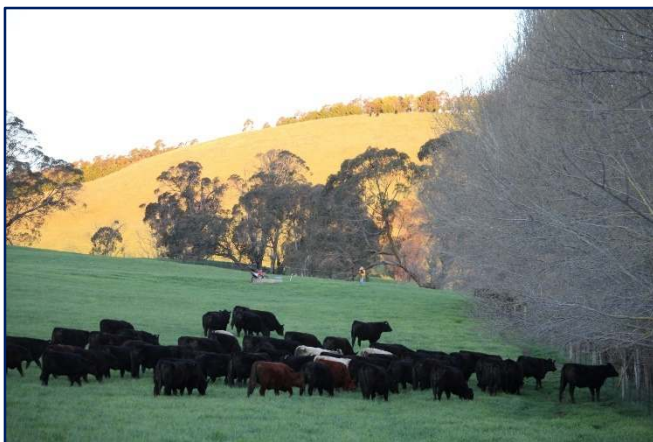
Introduction

The Walcha Local Government Area (LGA) is located in beautiful and very productive New England Tablelands region of New South Wales. The LGA is some 640,858 ha in area and has a total population of 3,016 people (ABS 2021 Census). Within the LGA boundary lie the villages of Yarrowitch, Nowendoc, Walcha Road and Woolbrook. Walcha also services the village of Niangala.

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

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

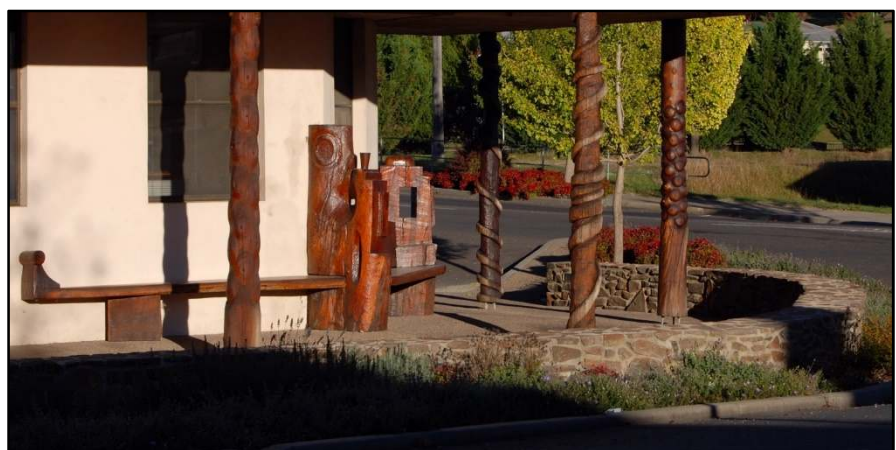
With some 146,000 ha of National Park and wilderness in the LGA, including parts of the world heritage listed central eastern rainforest reserves, a network of excellent trout waters, Walcha provides some of the most magnificent eco-experiences in Australia.



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

Walcha is home to a unique *Open Air Gallery*. There are currently 58 pieces

of art including verandah posts. The artwork is situated mainly around the central business area with pieces also along the levee banks of the Apsley River. The verandah posts were created by various artists and installed by Council in front of various shops in the central business area.

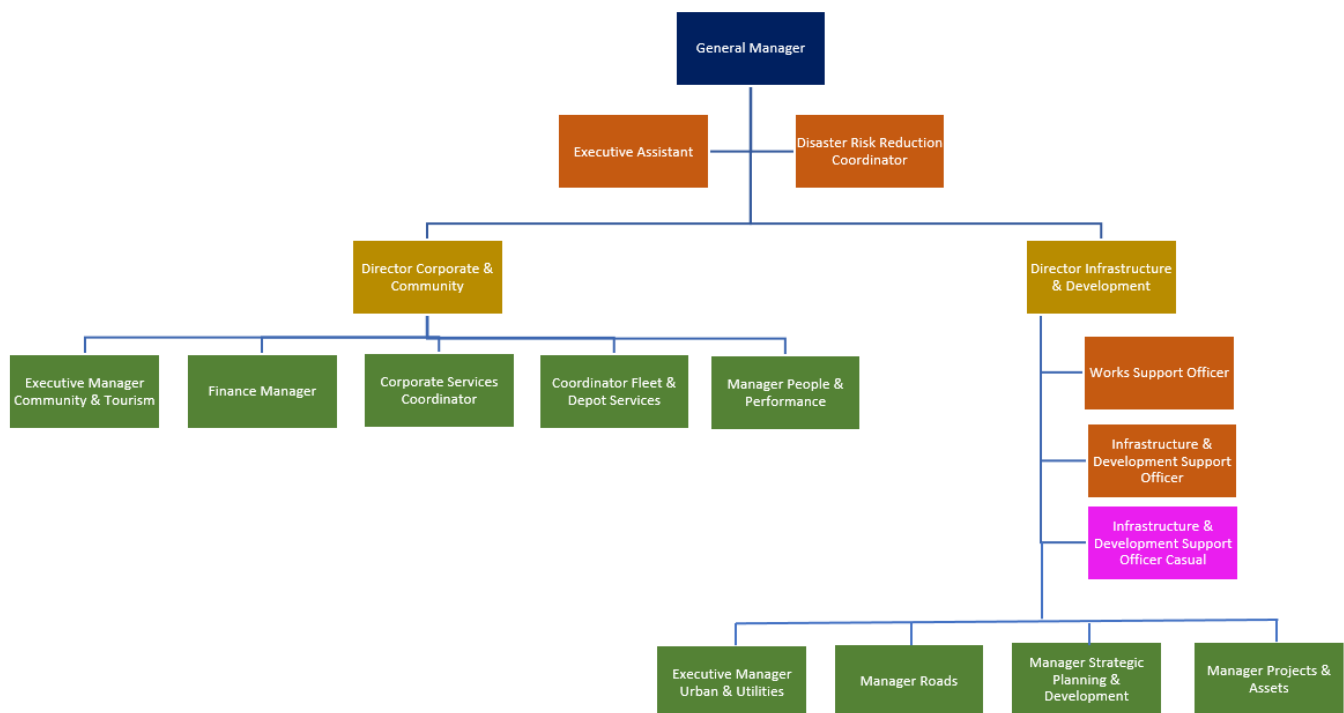


A major regional road link between Walcha and Gloucester known as Thunderbolts Way has added enormously to the economic opportunities available to the area. This road provides mountainous views along the way.

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

Structure and Functions of Council

The Walcha Council is a Local Government Authority constituted under the *Local Government Act, 1993*. Council's Offices are located at 2W Hamilton Street, Walcha. Our corporate goal focuses on effectiveness, efficiency and responsiveness. The very harmonious and cohesive relationship that exists between Councillors & Staff at all levels, particularly executive staff, provides a good basis for sound decision making and the achievement of our goal.



Walcha Council's Management Organisational Chart – August 2023

Functions of Council

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

Service Functions

For example:

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

Regulatory Functions

For example:

- Development and Building Approvals
- Orders
- Building certificates

Ancillary Functions

For example:

- Resumption of land
- Powers of entry and inspection

Administrative Functions

For example:

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

Revenue Functions

For example:

- Rates
- Charges
- Fees
- Borrowings
- Investments

Enforcement Functions

For example:

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

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

Rural Fires Act 1997	To form Rural Fire Brigades and provide facilities for the suppression of Bush Fires in the Local Area
Biosecurity Act 2015	Restrict the establishment and/or spread of, and manage significant weeds.
Community Land Development Act 1989	Planning functions as consent authority
Conveyancing Act 1919	Placing covenants on Council land
Companion Animals Act 1998	Dog registration and control
Environmental Planning & Assessment Act 1979	Planning legislation

Fire Brigades Act 1989	Payment of contributions to fire brigade costs and furnishing of returns
Fluoridation of Public Water Supplies Act 1957	Fluoridation of water supply by Council
Food Act 2003	Inspection of food and food premises
Government Information (Public Access) Act 2009	Public access to information held by Council
Impounding Act 1993	Impounding of animals and articles
Library Act 1939	Library services
Public Health Act 2010	Inspection of systems for purposes of microbial control
Protection of the Environment Operations Act 1997	Protection of the Environment
Recreation Vehicles Act 1983	Restricting use of recreation vehicles
Roads Act 1993	Roads
State Emergency Service Act 1989	Recommending appointment of local controller
Strata Schemes Development Act 2015	Approval of strata plans
Swimming Pools Act 1992	Ensuring restriction of access to swimming pools

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

Coastal Management Act 2016	Limitation on coastal development by Councils
Heritage Act 1977	Rating based on heritage valuation
State Emergency and Rescue Management Act 1989	Council required to prepare for emergencies
Unclaimed Money Act 1995	Unclaimed money to be paid to the Treasury

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

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

The Mayor is elected by the Council bi-annually. The Mayor has the following functions:

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

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

- To ensure Council's policies and decisions are carried into effect
- To control the day to day operations of the Council
- To control and direct all staff
- To ensure Council meets legislative requirements and deadlines
- To provide information and direction to Councillors to assist them with their duties.

Council has two directorates namely:

- Infrastructure & Development Services
- Corporate & Community Services

Corporate & Community

The Corporate & Community Department has a staff of twenty four (full time, part time and casual) and is responsible for the following functions:

- Rates & Valuation
- Administration
- Staff Records
- Insurances
- Investments
- Finance
- Data Processing
- Service NSW Agency
- Tourism
- Library
- Early Intervention
- Council Records
- Revenue Collection
- Freedom of Information
- Building and Amenity Maintenance
- Stores and Materials
- EEO/WH&S
- Human Resources
- Preschool
- Community Care
- Plant Fleet
- Social Welfare

Infrastructure & Development Services

The Infrastructure & Development Services Department has a staff of over fifty (full time, part time and casual) and is responsible for the following:

- Roads & Bridges
- Recreation Areas
- Water & Sewerage
- Stores & Materials
- Garbage/Recycling
- Cemeteries
- Project Management
- Building Surveying
- Animal Control
- Parks & Gardens
- Development Control
- Traffic Facilities
- Survey/Drafting
- Aerodrome
- Private works *
- Town Planning
- Health Surveying
- Environmental Management Control

* These works include works performed outside the Council boundaries.

Community Strategic Plan – Walcha 2032

Walcha 2032 is the blueprint for the future of Walcha Local Government Area. It represents the vision, aspirations, goals, priorities and challenges for our community. The purpose of Walcha 2032 is to:

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

Walcha 2032 has been developed by the community and will be maintained and implemented by Walcha Council on behalf of the community. It is a plan for the future of the Local Government Area and will be a guide for other levels of government, private businesses and non-government agencies.

The Plan signifies a change in the way planning by Council and the community is developed and implemented. Developing Walcha 2032 has created an opportunity to work together to deliver outcomes that benefit everyone.

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

- Transport
- Business and Jobs
- Health
- Education and Training
- Stronger Community
- Local Environment & Liveable Communities
- Keeping People Safe
- Better Government

Further information can be obtained by reading the full version of the Community Strategic Plan - Walcha 2032 which is on Council's website www.walcha.nsw.gov.au.

A full review of the Strategic Plan was undertaken in 2022. Council consulted with the community to ensure that the strategic plan still aligns with the values and needs of the Walcha community.

Effect of Council's Functions on Members of the Public

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

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

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

Arrangements for Public Participation in Policy Formulation

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

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

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

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

Information held by Council

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

Office of the General Manager

- Policy documents, codes and plans which form the guidelines within which decisions are made
- Minutes which are a record of Council decisions
- Records of disclosure which details disclosures made by Councillors and designated staff in accordance with legislative requirements

Corporate Services

- Miscellaneous files - which contain information relating to Council's day to day activities including personnel files
- Financial records both hard copy and computerised which provide a record of Council's financial dealings
- Valuation, rating and land transfer records
- Legal documents which, of their nature should be retained

Infrastructure Services

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

Environmental & Development Services

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

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

Community & Tourism Services

Documents under this category mostly are files containing information on clients and the services they receive. These documents are not accessible by members of the public as they contain the personal and private information of individuals.

Information that is publicly available

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

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

Information about Walcha Council

1. Information contained in the current version and the most recent previous version of the following records is prescribed as open access information:
 - a. the model code prescribed under Section 440 (1) of the *Local Government Act 1993* (LGA) and the code of conduct adopted under section 440 (3) of the LGA
 - b. code of meeting practice
 - c. annual report
 - d. annual financial reports
 - e. auditor's report
 - f. Delivery Program 2022-2025
 - g. Operational Plan 2023-2024
 - h. EEO management plan
 - i. Council's Resolutions Register
 - j. policy concerning the payment of expenses incurred by, and the provision of facilities to, councillors and staff,
 - k. annual reports of bodies exercising functions delegated by the local authority,
 - l. any codes referred to in the LGA.

2. Information contained in the following records (whenever created) is prescribed as open access information:
 - a. returns of the interests of councillors, designated persons and delegates
 - b. agendas and business papers for any meeting of the local authority or any committee of the local authority (but not including business papers for matters considered when part of a meeting is closed to the public)
 - c. minutes of any meeting of the local authority or any committee of the local authority, but restricted (in the case of any part of a meeting that is closed to the public) to the resolutions and recommendations of the meeting
 - d. Departmental representative reports presented at a meeting of the local authority in accordance with section 433 of the LGA

3. Information contained in the current version of the following records is prescribed as open access information:
 - a. land register
 - b. register of investments
 - c. register of delegations
 - d. register of graffiti removal work kept in accordance with section 13 of the Graffiti Control Act 2008

- e. register of current declarations of disclosures of political donations kept in accordance with section 328A of the LGA
- f. the register of voting on planning matters kept in accordance with section 375A of the LGA

Plans and policies

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

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

Information about development applications

1. Information contained in the following records (whenever created) is prescribed as open access information:
 - a. development applications (within the meaning of the Environmental Planning and Assessment Act 1979) and any associated documents received in relation to a proposed development including the following:
 - i. home warranty insurance documents
 - ii. construction certificates
 - iii. occupation certificates
 - iv. structural certification documents
 - v. town planner reports
 - vi. submissions received on development applications
 - vii. heritage consultant reports
 - viii. tree inspection consultant reports
 - ix. acoustics consultant reports
 - x. and contamination consultant reports
 - b. records of decisions on development applications (including decisions made on appeal)
 - c. a record that describes the general nature of the documents that the local authority decides are excluded from the operation of this clause by subclause (2)
2. This clause does not apply to so much of the information referred to in subclause (1) (a) as consists of:
 - a. the plans and specifications for any residential parts of a proposed building, other than plans that merely show its height and its external configuration in relation to the site on which it is proposed to be erected, or

- b. commercial information, if the information would be likely to prejudice the commercial position of the person who supplied it or to reveal a trade secret
3. A local authority must keep the record referred to in subclause 1. c.

Approvals, orders and other documents

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

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

How will information be made available to the public

Open Access Information

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

There are many government-based open data initiatives in Australia.

- The Federal Government open data portal can be found here data.gov.au
- The NSW Government open data portal can be found here data.nsw.gov.au

Arrangements for inspection of council information

If you would like to view information that is not held in digital format on Council's website, you may make arrangements to view this information during the normal opening hours of 9:00am to 4:30pm. If you would like to receive a hard copy of information photocopying charges may apply, dependant on the circumstances.

Informal Access Application

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

Formal Access Application

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

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

Applicable Fees

Open Access Information	\$ 0.00
Informal Access Application	\$ 0.00
Formal Access Application	\$30.00
Hourly processing charge	\$30.00
Applicants Personal Information	\$30.00 + 20 hours free processing
Photocopying per page	As per Council's adopted fees and charges

Contact details

Walcha Council

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

Information and Privacy Commission

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

Information and Privacy Commission
GPO Box 7011
Sydney NSW 2001



Thunderbolts Way – Photo: Susie Crawford



Apsley Falls



Item 7:

Notice of Motions



NOTICE OF MOTION NUMBER: 29

Item: 7.1 **Ref:** WO/2022/01809
Title: Notice of Motion – Pedestrian Crossings
Author: Councillor Eric Noakes
Attachment: No

Background:

None provided.

Objective:

[*Community Strategic Plan References:*](#)

Strategy 1.1.4: Provide and maintain facilities for the safe movement of pedestrian and cycle traffic.

Report:

As the two current pedestrian crossings in Walcha are located on major thoroughfares, and even though they sit within the 40km/hour speed zones, the speed that many vehicles approach these is causing near misses and concerns for the safety of those using these crossings.

Both crossings are situated in areas where pedestrian traffic is high, but often vehicular traffic is light. In most cases heavy vehicular traffic has the effect of lowering the speed of street traffic. Both streets are also heavily used by heavy vehicles.

The use of zig zag lines or rumble strips on the road service would help to alleviate this problem.

Financial Impacts:

None provided.

Funding Source:

LRIC.

Additional Comments:

None provided.

MOTION:

That Council :

- 1. Approach Transport for NSW to investigate and implement a traffic calming device to slow traffic approaching the pedestrian crossing in Fitzroy Street.**
- 2. Investigate and implement a traffic calming device to slow traffic approaching the pedestrian crossing in Derby Street.**

Clr Eric Noakes – 18 September 2023



OFFICE USE:

Management Response:

In accordance with Code of Meeting Practice clause 3.11 the following implications apply to the Notice of Motion as proposed:

Strategic Implications

This Notice of Motion will allow Council to deliver on the Community Strategic Plan themes noted above.

Policy Implications

There are no policy implications arising from this Notice of Motion.

Legal Implications

There are no legal implications arising from this Notice of Motion.

Financial Implications

If approved, this Notice of Motion can be funded from Local Roads and Community Infrastructure fund (LRCI) Phase 4, if funding from TfNSW cannot be secured.

Summary Comment

A request for a safety review of both crossings has been with TfNSW for some time now, and was raised again with Council's most recent catch up meeting in August. Council was instructed that the review is still in the pipeline, the outcome of which will confirm the most suitable safety improvements for the crossings.

Further, a report tabled in this Council meeting will form the new Traffic Committee for Walcha, with the first meeting anticipated to be in October. The outcome of the safety review for the pedestrian crossings will be on the agenda for this first meeting.



Item 8:

Matters of Urgency

A Matter of Urgency is usually raised by a Councillor – must state why it is a matter of urgency eg: time constraints; public consultation, public safety etc. It is then considered and then a:

Resolution that the matter of _____ be discussed as a matter of urgency.

IT then has to be ruled as a “Matter of Urgency” by the Chairperson.



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Item 9: Management Review Reports



9.1 OFFICE OF THE GENERAL MANAGER

Ref: WO/2023/01818

Responsible Executive: General Manager

Attachment: Action List August 2023 – WO/2023/01684

Community Strategic Plan Reference:

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

RECOMMENDATION: That items included in the Office of the General Manager Management Review Report be NOTED by Council.

1. RESOLUTIONS ACTION LIST

See attached report.

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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Ordinary Meeting – 31 October 2018

60/1819	6.6 On-site Sewage Management Strategy Implementation WO/2018/02306 that Council postpone the implementation of the On-site Sewage Management Strategy until the next financial year.	DED DID	Review 30062022 31032023 29092023 Sept 2023	Review Strategy when suitable resources secured (current vacancy for a Health & Building Surveyor)	Council resolved to put this on hold until the drought conditions subside and suitable resources secured.
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Extra Ordinary – 22 May 2019

167/1819	2.2 Planning Proposal 2 Annual Review WO/2019/01107 that Council: 1. Prepare a planning proposal to include the following: a. Rezone land described as Lot B DP 371356, Lot 7016 DP 94120 and Lot 543 DP 756502 from RU1 Primary Production to RE2 Public Recreation, and to remove the land from the Minimum Lot Size Map. b. Rezone the portion of the land described as Lots 1, 2 & 4 Sec 41 DP 759035 zoned R1 General Residential to RE1 Public Recreation, remove the land from the Minimum Lot Size map and the Height of Buildings map. c. Insert attached dwellings, hostels, multi dwelling housings, residential flat buildings, seniors housing as prohibited uses in the RU5 Village Zone Land Use Table d. Increase the current height restriction from 8.0 metres to 8.5 metres on the Height of Buildings Map.	DED DID	31012023 June 2023 Aug 2023	As per resolution.	Initially due October 2020. Work behind schedule and has been prioritised. Planning Proposal to be submitted to DPE for Gateway Determination. Delay due to Agri land employment lands state leg commencement. Complete by mid Aug 2023
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Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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	<p>2. Request Delegation under section 3.36(2) of the <i>Environmental Planning & Assessment Act 1979</i> to make the final instrument.</p> <p>3. Submit the drafted Planning Proposal for a Gateway Determination.</p>				
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168/1819 22 May 2019	<p>Motion: It was MOVED Clr Heazlett Seconded Clr Kermode that Council prepare a planning proposal to rezone the portion of the land described as Lot 8 DP1167213 zoned RU1 Primary Production to RE1 Public Recreation, remove the land from the Minimum Lot Size map and reclassify the land from 'community' to 'operational' land to enable the subdivision of the industrial land when required. A FORESHADOWED Motion Clr Lyon that the portion of Lot 8 currently zoned Industrial be rezoned 'public recreation'. The Original Motion was put to the VOTE and CARRIED.</p>	DED DID	31012023 June 2023 Aug 2023	As per resolution.	<p>Initially due October 2020.</p> <p>Work behind schedule and has been prioritised.</p> <p>Planning Proposal to be submitted to DPE for Gateway Determination.</p> <p>Delay due to Agri land employment lands state leg commencement.</p> <p>Complete by mid Aug 2023</p>
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Ordinary – 31 July 2019

6/20192020	<p>6.3 Crown Land Management Plan Preparation WO/2019/01134 that Council:</p> <p>1. Acknowledge that a Walcha Crown Land Management Plan is required to be prepared for Crown Land managed by Walcha Council as required by the <i>Crown</i></p>	DED DID	30062023 30062024	As per resolution.	<p>Underway.</p> <p>Extension granted for 12 months.</p> <p>To be completed by June 2024</p>
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Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
	<p>2. Request ministerial consent from NSW Department of Industry—Lands & Water to manage land known as:</p> <ul style="list-style-type: none"> a. Woolbrook Rubbish Tip - 104 Campfire Road, Woolbrook - Lot 238 DP 753846 being Reserve 82854 b. Walcha General Cemetery - 169-179 Darjeeling Road, Walcha - Lot 1 DP 1088076 and Lot 7042 DP 1122396 being Reserve 1018788, Lot 7027 DP 1075451 and Lot 1 DP 117825 being Reserve 1018768 c. Old Rubbish Depot - Oxley Highway, Walcha Road - Lot 132 DP 753846 and Lot 7300 DP 1136219 being Reserve 89912 d. Waste Transfer Station - 49 Aerodrome Road, Walcha - Lot 532 DP 756502 being Reserve 51457, Lot 7007 DP 1057278 being Reserve 63519 and Lot 7017 DP 1057279 being Reserve 70192. e. Woolbrook Cemetery - 119 Campfire Road, Woolbrook - Lot 7011 DP 94017 being Reserve 1018428 f. Walcha Catholic Cemetery - 219E Oxley Drive, Walcha - Lot 7002 DP 94214 being Reserve 43749 and Lot 7004 DP 94215 being Reserve 63559 g. Nowendoc Waste Transfer Station - 47 Tops Road, Nowendoc - Lot 171 DP 753691 being Reserve 83987 				

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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	<p>h. Yarowitch Showground - 92 Upper Yarowitch River Road, Yarowitch - Part Lot 125 DP 756475 being Reserve 94641</p> <p>i. Nowendoc Cemetery - 7817 Thunderbolts Way, Nowendoc - Lot 7301 DP 1134898 being Reserve 1016508</p> <p>j. Old Oxley RFS Shed - 6432 Brackendale Road, Nowendoc - Lot 157 DP 753691 being Reserve 95794</p> <p>land as "operational" as per Section 3.22 of the <i>Crown Land Management Act 2016</i>.</p> <p>3 Delegate the General Manager authority to:</p> <p>a) Assign the relevant categories to each parcel of Crown Land considered to have a classification of "community" land as per Section 3.23 of the <i>Crown Land Management Act 2016</i>,</p> <p>b) Obtain native title manager advice as per the provisions of Part 8 of the <i>Crown Land Management Act 2016</i>,</p> <p>c) Consult the NSW Dept of Industry Lands & Water on the content of the draft Walcha Crown Land Management Plan for Council consideration prior to Public Exhibition.</p>				
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Ordinary – 25 November 2020

124/20202021	<p>6.8 Beautification Committee Project Recommendations WO/2020/04068</p> <p>that Council:</p>	<p>DI DID</p>	<p>30102022 30042023 31072023 Aug 23</p>		<p>Completion of works (Rose Garden Stage 2) identified in LRCI Phase 3 approved Project list. Works delayed due to weather and internal resource limitations.</p>
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Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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	<ol style="list-style-type: none"> ENDORSE the recommendations of the 355 Committee Project Scope forms endorsed by the Walcha Town & District Beautification & Tidy Towns Committee meeting of 07 October 2020 and approves construction of Mill Hole – Stage 2 and the Rose Garden projects; ACKNOWLEDGES the continuing efforts of the Walcha Town & District Beautification & Tidy Towns Committee and their contribution to positive Community Strategic Plan outcomes. 				Additional climbing rose planting and name signage to be finalised otherwise complete.
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Ordinary – 24 February 2021

194/20202021	<p>10.2 Minutes of the Walcha Tourism Advisory Committee Meeting held at Council Chambers on Friday, 12 February 2021 WO/2021/00517</p> <p><u>Item 3.8 – Caravan Access to Water</u> that Council provide a dedicated drinking water refill point separate from dump point tap.</p>	DI DID	<p>30122022 31032023 Dec 2023</p>	DI to investigate options for caravan access to water and present back to Council.	Initial assessment is that business case for compliant, fee-for-service fill location may struggle to stack up due to low use. Issues regarding safety and compliance can be introduced by designating a fill point for specific purpose. Grant money being sought
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Ordinary – 29 September 2021

36/20212022	<p>6.3 Heritage Listing Removal from Walcha LEP Request – 2N Middle Street Walcha – Mrs L Green</p> <p>that Council:</p> <ol style="list-style-type: none"> Remove heritage listing (I017 – being Lot A DP 159627 known as 2N Middle Street Walcha) from Schedule 5 of the <i>Walcha Local Environmental Planning Plan 2012</i>, and Advise the land owner that: 	DED DID	<p>31032021 Aug 2023</p>	Organise the removal of heritage listing of property from LEP 2012 Schedule 5. Advise owner of resolution options.	Owner visited Council March 2022 and advised they are happy for removal to be included in next house keeping Planning Proposal of Council. No date scheduled for next House Keeping Planning Proposal at this stage.
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Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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	<p>a. The removal of the heritage listing will be included within the next House Keeping Planning Proposal as prepared by Council when there are enough matters to warrant the expense of a Planning Proposal, alternatively</p> <p>b. They are welcome to submit their own Planning Proposal for Council consideration along with \$4,500 deposit towards the cost of processing the Planning Proposal, as this will expediate the processing time.</p>				<p>Will be included in Annual Review Planning Proposal</p> <p>Delay due to Agri land employment lands state legislation commencement.</p> <p>Complete by mid Aug 2023</p>
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Ordinary – 27 October 2021

59/20212022 27 Oct 2021	<p>6.2 Draft Amendment to Walcha Development Control Plan WINT/2021/08887</p> <p>that Council:</p> <p>1. Adopt the <i>Draft Amended Walcha Development Control Plan 2019</i> which includes the following amendments:</p> <p>a. Minimal editing and word changes to correct grammar, identification of development controls and to ensure state agency referencing is correct</p> <p>b. Clause 14.6 – Visual Amenity Impacts– Replace the reference to the Australian Wind Energy Association and Australian Council of National Trust's <i>Wind Farms and Landscape Values: Stage 1 Report – Identifying Issues, March 2005, Appendix B:</i></p>	DED DID	30062022 Oct 2023	As per resolution	<p>Point 1 of resolution completed.</p> <p>Further work delayed due to resourcing.</p> <p>Completed 1. 3 completed this month. 2 & 4 will be part of LEP Review completed for Gateway by 31 January 2023</p> <p>Additional training required, to be completed by Oct 2023</p>
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Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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	<p><i>Wind Farms and Landscape Values: Final Issues Paper</i> has been changed to the current guideline being NSW Planning, Industry & Environment <i>Wind Energy Visual Assessment Bulletin For State significant wind energy development December 2016</i>.</p> <ul style="list-style-type: none"> c. Clause 41.6(1) - Replace the reference of axis with sector. d. Clause 14.4 - Inclusion of a stated position for State Significant Development in the objectives. e. Clause 14.6(b)(iii) – Extend the wording to include damage, degradation or disruption to groundwater. f. Clause 14.6(u) – Extend the wording to state that Decommissioning Bonds will be considered based on the individual merits of the development. g. Inclusion of Clause 14.5(n) regarding cumulative impact assessment including power line construction. <ul style="list-style-type: none"> 2. Prepare a further amendment to the <i>Amended Walcha Development Control Plan 2019</i> in regards to all renewable energy development. 3. Include provision in any future Section 7.11 Development Contribution Plan for a contribution for renewable energy development. 4. Amend the Walcha Local Environmental Plan 2012 by ensuring all Land Use Tables reflect 				
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Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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	the provisions of all relevant State Environmental Planning Policies				
60/20212022 27 Oct 2021	<p>6.3 Part Day Public Holiday 2022 & 2023 Survey Results WO/2021/04247</p> <p>that Council:</p> <ol style="list-style-type: none"> ENDORSE the application for a Part Day Public Holiday for the Walcha Council Local Government Area from 12 noon until 6pm on Friday, 4 February 2022 and Friday, 3 February 2023 for the Walcha Races; SURVEY the community and key stakeholders directly after the 2022 & 2023 Part Day Public Holiday to ascertain their success. 	GM	<p>201224 Oct-2022 Feb2023 May2023 Aug 2023</p>		<p>Sent application to Industrial Relations for Part Day Public Holiday – 08112021</p> <p>Diarise to survey the community and key stakeholders in March 2022 & 2023. – Not completed in March 2022.</p> <p>Update: view is to survey as a component of community consultation re financial sustainability.</p> <p>Unable to undertake review through this process – separate survey to be undertaken</p> <p>Survey available now – closes 1 Sep 2023.</p>

Ordinary – 24 November 2021

85/20212022	<p>6.2 Customer Charter WINT/2021/09573</p> <p>that Council ADOPT the Customer Charter as presented.</p>	DCC	<p>June 2023 Nov 2023</p>	As per resolution – Charter was adopted in 2021 however the current format is not fit for purpose and it was not rolled out to staff.	Customer charter to be review and updated immediately following finalisation of Corporate Services structural changes, including recruitment of Corporate Services Coordinator. An effective Charter requires relevant staff input to ensure service targets are achievable and measurable.
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Ordinary – 16 February 2022

127/20212022	<p>Item: 4.2.12 – Constructive Solutions Update</p> <p>that Council maintain a Contractor Register which is to be regularly updated FURTHER THAT the Director of Infrastructure is to create End of Project Completion Report to include comments on contractor performance.</p>	DI DID	<p>30062022 31032023 July 2023 Dec 23</p>	As per resolution	<p>Engineering team is working on improving all end-of-project functions, including contractor performance and capitalisation. Project Management Framework being developed to include</p> <ul style="list-style-type: none"> Inception –Initiation – Project Charter
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Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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					<ul style="list-style-type: none"> • Project Planning – Project Plan • Project Implementation • Project Control • Project Close
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Ordinary – March 2022

156/20212022	<p>10.1 Minutes of the Walcha Council Capital Advisory Committee Meeting held on Thursday 17 February 2022 WO/2022/00501</p> <p>4.2.3 Sgt Andrew Russell Bridge Naming that Council retain Sergeant Andrew Russell Bridge as the name for the new / replacement bridge and relocate the existing memorials closer to the new bridge.</p>	DID	TBA	As per resolution	Project will require a variation approval to proceed.
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Ordinary – 29 June 2022

226/20212022	<p>3.2 Relocation of "The Mother" Sculpture that Council APPROVE relocating the sculpture "The Mother" to the Southern End of Middle Street (near to Nivisons Look Out).</p>	DID	15072022 Dec 2023	Schedule the relocation of sculpture as per resolution.	Following Arts Advisory Committee meeting in August, Council awaiting advice from Stephen King and James Rogers to proceed. Due to be complete by End Dec 2023
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Ordinary – 30 November 2022

90/20222023	<p>7. NOTICES OF MOTION Clr Schaefer left the Chambers and took no part in the debate at 03:50pm.</p> <p>7.1 Notice of Motion Number: 26: Business Plan for Proposed Developers of</p>	DID / GM	DEC2023	As per resolution	CoREM have formed a Board of which Mayor Noakes is a member. A Charter is being developed and a Statement of Expectations of which will inform Council's Strategic Business Plan.
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Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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	<p>Renewable Energy Projects WO/2022/03423</p> <p>Motion: It was MOVED Councillor Berry Seconded Councillor Kermode that Council ACKNOWLEDGE the Survey results from Voice for Walcha and DEVELOP a Strategic Business Plan for all proposed Developments of Renewable Energy Projects informed by the work of the Coalition of Renewable Energy Mayors (CoREM).</p> <p>Amendment: An Amendment was MOVED Councillor Hicks Seconded Councillor Reilly that Council DEVELOP a Strategic Business Plan for all proposed Developments of Renewable Energy Projects informed by the work of the Coalition of Renewable Energy Mayors (CoREM).</p> <p>Division of Voting: For: Hicks Pointing and Reilly Against: Berry Noakes and Kermode. 90 The Original Motion became the Substantive Motion and was put to the VOTE and CARRIED.</p>				
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Ordinary – 14 December 2022

111/20222023	4.2.1 South Street Pedestrian Crossing that Council APPROVE the South Street Pedestrian Project pending availability of grant funding.	DID	June 2024	Search for funding for project	LRCI Funding Round 4 Review June 2024
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Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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Ordinary – 22 February 2023

CC12/20222023	3.1 New England Weeds Authority WINT/2023/01053 that Council DEFER the New England Weeds Authority Report, to no later than April 2023 Council Meeting, pending further information.	GM	14042023 31072024	As per resolution	Review July 2024
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Ordinary – 29 March 2023

138/20222023	6.5 Subdivision of Council Land for Housing Purposes WO/2023/00487 that Council APPROVE a budget of \$5,000, from the Project Development Fund, for the investigation of Lot 20 Sec 1 DP 759035, Lot 25 DP 264515 and Pt Lot 11 DP 1270896 (Site A) for suitability for a residential housing subdivision and report back to Council regarding the outcome.	DCC	12042023 Sep 2023	As per resolution	Soil Report has been received and a review of results with contract planner and examination of development options will now occur with a subsequent report to be prepared for Council. Contract Planner investigating funding avenues to proceed with development of this land.
	4.2.1 Library Public Infrastructure Grant That Council APPROVE the Library Infrastructure Grant Project application.	DCC / MCT	Sept 2023	Submit application August/September 2023	Still to be completed.
	4.2.3 Electrical upgrade of 6W Hamilton Street Walcha – Carlec Auto Electrician That an additional quote be obtained for this work and a report be prepared for Council.	DCC / MCT	19042023	Prepare as per resolution – April Ordinary Meeting	Currently awaiting quotations.

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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ExtraOrdinary – 19 April 2023

CC17/20222023	<p>3.2 Tender W22/224 Walcha Skatepark Precinct Renewal Construction only – Update WINT/2023/01898</p> <p>that Council:</p> <ol style="list-style-type: none"> SELECT Convic Pty Ltd as the preferred tenderer for Tender No. W22/224 Walcha Skatepark Precinct Renewal – Construction; UNDERTAKE post-tender negotiations with Convic in regards to scope and schedule; SUBMIT variation request to funding body in regards to price and schedule; CONSIDER tender award at future Council meeting with additional funding sources identified and confirmed. 	DID	<p>July 2023 Aug 23 End Oct 23</p>	As per resolution	<p>For further report at July 2023 Council meeting. Submission to funding body July 23 awaiting response.</p>
CC18/20222023	<p>3.3 Tender W21/67 Fixing Country Bridges Round 1: Design and Construction of Army, Winterbourne and Mooraback Bridges – Award Tender WINT/2023/01897</p> <p>that Council AWARD Tender No.: W21/67 Design and Construction of Army, Winterbourne and Mooraback Bridges to Fulton Hogan Pty Ltd for the lump sum price of \$4,343,241 GST exclusive SUBJECT to a</p>	DID	Oct 2023	As per resolution	<p>Review Aug 2023 – pending revised funding request</p>

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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	successful grant funding variation approval from Transport for NSW.				
CC19/20222023	<p>3.4 Planning Agreements for Renewable Energy Developments WO/2023/00585</p> <p>that Council:</p> <ol style="list-style-type: none"> AUTHORISE the Mayor and General Manager to negotiate Planning Agreements under the provisions of Section 7.4 of the Environmental Planning & Assessment Act 1979, for developer contributions for renewable energy developments affecting Walcha Council Local Government Area whereby: <ol style="list-style-type: none"> The developer contribution over the estimated life of the project is circa 1.5% of the Capital Investment Value (CIV) of the renewable energy development and; The developer contribution is allocated via the General Fund to infrastructure, services or other public amenities in accordance with the Operational Plan; SEEK legal review of each draft Planning Agreement before presentation to Council for endorsement to proceed to public exhibition prior to finalisation; 	GM	300823 Oct 23	As per resolution	Preferred legal representation chosen with consultation with Uralla Shire Council – Walcha Council to take lead on the engagement. Allocation of \$25K in budget for upper fee limit for works. Final draft with Winterbourne Wind for review/comment, prior to public exhibition.

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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	3. AUTHORISE the Mayor and General Manager to seek a Planning Agreement with Winterbourne Wind consistent with the above to replace their current community contribution scheme.				
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Extra Ordinary – 17 May 2023

166/20222023	<p>4.2 Survey Results – Naming of Walcha Rose Garden WO/2023/00763</p> <p>166 RESOLVED on the Motion of Councillors Kermode and Schaefer that Council:</p> <ol style="list-style-type: none"> NOTE the Report; and ENDORSE the community vote of naming the Rose Garden "Bev Betts Rose Garden". 	<p>EA</p> <p>DID</p>	14062023 Sep 2023	EA – check with Betts Family to see what they would like on the signage at Rose Garden ie: "Bev or Beverley Betts Rose Garden" DID – ensure sign is ordered with correct name for installation timing with completion of Rose Garden Project.	Spoken to both – will follow up by 14 June – then will advise DID Delayed due to unable to contact one of the family at the moment. Review 04082023 EA – Sign name: "Beverly Betts Rose Garden" – advised Project Manager and DID. - 24082023 Finalise signage and arrange for official opening during Spring 2023.
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Ordinary – 26 July 2023

007/20232024	<p>6.3 Arts Advisory Committee Funding WO/2023/01304</p> <p>that Council CREATE an Art Fund reserve that is restricted for investment in public art and can accumulate funds over time.</p>	DCC	14082023	As per resolution	
10/20232024	<p>7. NOTICES OF MOTION</p> <p>7.1 Notice of Motion # 28 – Request that the Australia Day Committee</p>	GM	14082023 Sep 23	As per resolution	Australia Day Committee to be discussed during August 23 Council workshop, with proposal to September 23 Council meeting.

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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	<p>become a Section 355 Committee of Council WO/2023/01269</p> <p>that Council tasks the Interim General Manager to develop an Instrument of Delegation for the Australia Day Committee as a proposed 355 committee that would then need to be formally approved by Council by resolution under Section 377(1) of the <i>Local Government Act</i>.</p>				
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ExtraOrdinary – 16 August 2023

21/20232024	<p>4.1 Adopt Draft Waste Strategy 2023-2027 WO/2023/01537</p> <p>that Council ADOPT the Waste Strategy 2023-2027 as presented.</p>	A/DID	04092023	Adopt	
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Ordinary – 30 August 2023

24/20232024	<p><u>2. CONFIRMATION OF THE ORDINARY MEETING MINUTES HELD ON WEDNESDAY 26 JULY 2023:</u></p> <p>that the Minutes of the Ordinary Meeting held on Wednesday 26 July 2023, copies of which have been distributed to all members, be taken as read and confirmed a TRUE record.</p>	EA	08092023	Update Resolutions Register Place minutes on website	COMPLETED 31082023
25/20232024	<p><u>CONFIRMATION OF THE EXTRA ORDINARY MEETING MINUTES HELD ON WEDNESDAY 16 AUGUST 2023:</u></p>	EA	08092023	Update Resolutions Register Place minutes on website	COMPLETED 31082023

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
	that the Minutes of the Extra Ordinary Meeting held on Wednesday 16 August 2023, copies of which have been distributed to all members, be taken as read and confirmed a TRUE record.				
26/20232024	<p>5. MAYORAL MINUTE</p> <p>5.1 Mayoral Minute – Apsley Riverview Aged Care Facility WO/2023/01618</p> <p>that Council:</p> <ol style="list-style-type: none"> ESTABLISH a Working Group to assist in finding a suitable provider of aged care services for the Apsley Riverview Aged Care Facility with the name to be 'Apsley Riverview Working Group'; APPROVE the membership to consist of: <ul style="list-style-type: none"> ○ The Mayor ○ The General Manager ○ Director Corporate & Community ○ Executive Manager Community & Tourism ○ One Councillor ○ Dr Adrian Allen ○ Julie Blake ○ Graham Barnes ENDORSE the purpose of the Apsley Riverview Working Group to be to 	EA / GM / Mayor	14092023	As per resolution: CM9 Folder Terms of Reference – purpose, membership etc Organise Meetings Minutes	

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
	investigate, contact and review suitability of identified aged care providers.				
28/20232024	<p>6.1 Refer Financial Statements to Audit WO/2023/01470</p> <p>that Council:</p> <ol style="list-style-type: none"> REFER the 2022-2023 Financial Reports for Audit; and ENDORSE the Statements in accordance with Section 413(2) of the <i>Local Government Act, 1993</i> to be completed and signed by the appropriate signatories. 	DID	01092023	As per resolution	COMPLETED 30082023
	<p>6.2 Allocation of Community Grants & Donations to Applicants WO/2023/01624</p> <p>This Report was WITHDRAWN and DEFERRED to next month's Council Meeting due to a resolution of Council which stated the application period to close on 15 September 2023.</p>	EA	15092023	Re-write report including any new applications Advertise date closing in Advocate	Submitted to September 2023 Ordinary Meeting COMPLETED
29/20232024	<p>6.3 Amendments to the Walcha Council Code of Meeting Practice WO/2023/01603</p> <p>that Council ADOPT the amendments to Walcha Council Code of Meeting Practice 2020, being:</p>	EA	28092023	Update the Code of Meeting Practice – with amendments and resolution Place on website	Updated 14092023 COMPLETED

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
	<ol style="list-style-type: none"> to allow Councillors & Staff to attend Council Meetings by audio visual link; and to require business papers to include a reminder to Councillors of their oath or affirmation of office, and their conflict of interest disclosure obligations, as per the <i>Local Government (General) Regulation 2021</i>. 				
30/20232024	<p>6.4 Dispensing with By-Election WO/2023/01579</p> <p>that Council write to the Hon Ron Hoenig MP, Minister for Local Government, advising that a casual vacancy has occurred and request that the vacancy not be filled before the September 2024 Local Government Elections.</p>	GM / EA	15092023	Write letter as per resolution Email Jodie Healey re: quorum	<p>Letter uploaded to Hon Ron Hoenig website contact page and submitted – 11092023 – Letter Ref: WO/23/1741 Waiting on reply from OLG – it has gone to the Minister for approval.</p> <p>Emailed Jodie Healey requesting advice re: Quorum – 11092023. OLG confirmed that Quorum is now 4.</p>
31/20232024	<p>6.5 Appoint Council Representative to Walcha Community Management Committee WO/2023/01602</p> <p>that Council ENDORSE and APPOINT Councillor Pointing as Council's representative to the Walcha Community Centre Management Committee as per the Rules and Management of the Committee, Clause 4(d).</p>	EA	06092023	Advise Walcha Community Management Committee of Council Delegate	COMPLETED: 04092023

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
32/20232024	<p>6.6 Local Government NSW Annual Conference 2023 & Motions by Council WO/2023/01437</p> <p>that Council:</p> <ol style="list-style-type: none"> APPROVE the attendance of the Mayor, Clr Noakes, and the General Manager and two Councillors, being Councillor Pointing & Ferrier, as representatives at the 2023 Annual Conference of Local Government NSW FURTHER THAT the payment of all expenses associated with the attendance at the Conference be approved by Council. ENDORSE the two Motions to be submitted to the Local Government NSW for voting at the Local Government NSW Conference 2023. 	EA	15092023	<p>Register Attendees at Conference</p> <p>Accommodation as well</p> <p>Submit the motions to LGNSW before deadline</p>	2 x Motions submitted on 14092023 – Completed 14092023
33/20232024	<p>6.7 Pecuniary Interest Annual Returns for Designated Staff & Councillors – 01072022 to 30062023 WO/2023/01447</p> <p>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 01 July 2022 to 30 June 2023 have been submitted as required and have been tabled in accordance with the</p>	EA	01092023	Formally records the returns as per resolution.	Formally recorded in Meeting Minutes COMPLETED 30082023

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
	provisions of Section 4.2.1 and 4.25 of the Walcha Council Model Code of Conduct 2022.				
34/20232024	<p>6.8 Regional Meetings 2023 – Update on Community Concerns WO/2023/01170</p> <p>that Council RECEIVE and NOTE the Regional Meetings 2023 Update on Community Concerns as presented.</p>	GM / EA	17112023	Review at November 2023 Council Meeting	Diarised - 31082023
35/20232024	<p>LATE REPORT: 1. Request for Donation of Land WO/2023/01598</p> <p>that Council enter into discussions with the Armidale Women's Shelter and investigate the possibility of donating suitable land for the establishment of emergency crisis accommodation in Walcha.</p>	DCC	14092023	As per resolution	
	<p>Infrastructure & Development Management Review Report</p> <p>Concerns regarding Winterbourne Bridge and whether they can take the weight of B Double trucks etc.</p>	DID	Monthly	As stated in Council Meeting ensure the Local Roads Coordinator completes regular inspections keeping an eye on both Winterbourne & Mooraback bridges in view of safety and risk and deterioration.	
	<p>Infrastructure & Development Management Review Report</p>	DID	20092023	Ensure these concerns are mitigated/adjusted in scope and plan of project.	

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
	Derby Street Project – Councillors showed concerns about moving the carpark onto the Street near Youth Club Hall. Need to protect the children and maybe keep where it is now.				
CC009/202320 24	3.1 Organisation Structure Review WINT/2023/03984 that Council ENDORSE the revised Organisation Structure as presented.	GM		Ensure the Organisational Chart is endorsed with resolution by Council	
CC010/202320 24	3.2 Award Tender W23/140 – Beaver Place Sewer Extension – Design & Construct WINT/2023/03954 that Council AWARD Tender No. W23/140 – Beaver Place Sewer Extension for the lump sum \$608,310 GST exclusive to Traxbalt.	DID		As per resolution notify the tenderer, contracts, etc.	
CC011/202320 24	3.3 Award Tender W23/132 – Walcha Swimming Pool – Amenities Upgrade – Construction only WINT/2023/03986 that Council AWARD Tender No. W23/132 – Walcha Swimming Pool Amenities Upgrade for the lump sum of \$331,745 GST exclusive to Murray Rose Building.	DID		As per resolution notify the tenderer, contracts, etc	



9.2 INFRASTRUCTURE & DEVELOPMENT:

Ref: WO/2023/01806

Responsible Executive: Director Infrastructure & Development

Community Strategic Plan Reference:

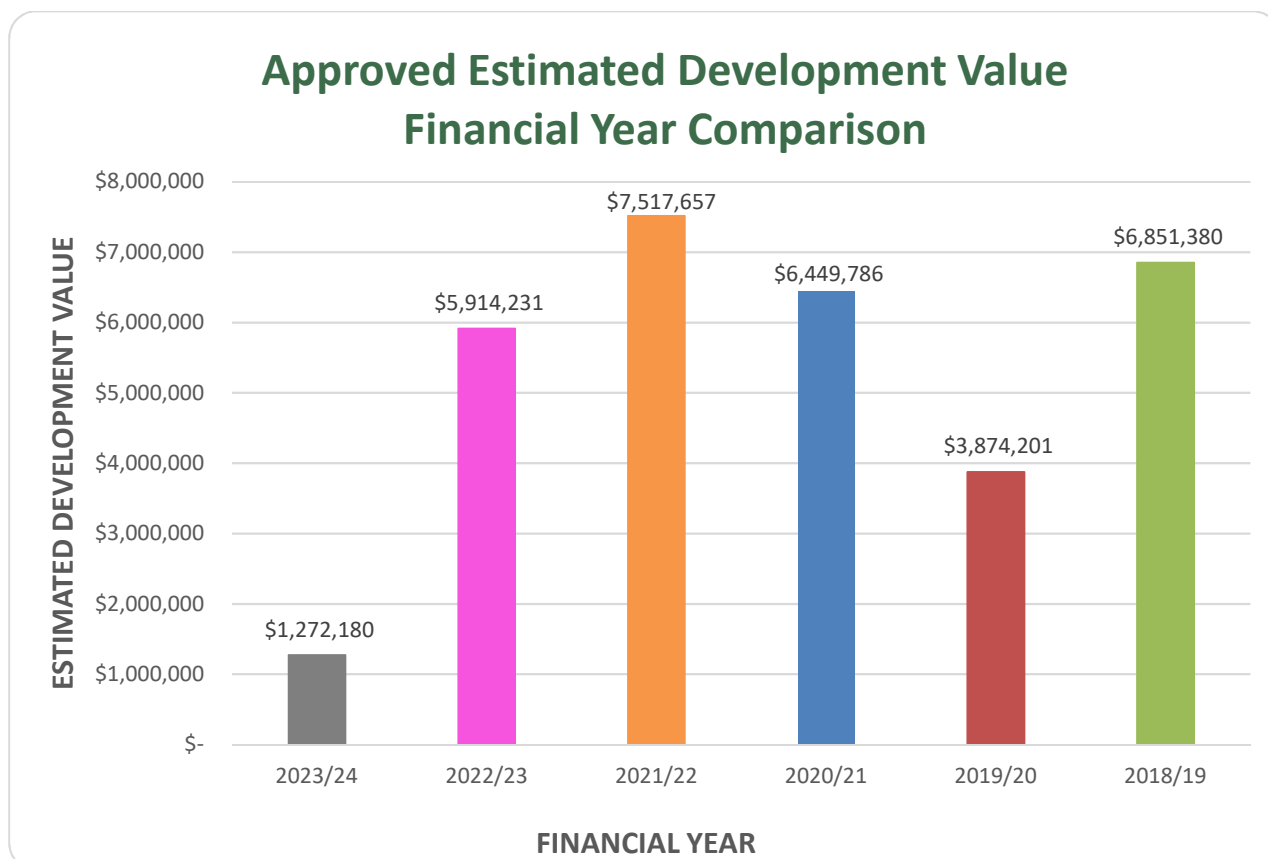
Goal 8.1 – Walcha Council will exemplify good leadership, mutual respect and trust by being inclusive, ensuring open information and communication and encouraging active participation at all levels.

RECOMMENDATION: That items included in the Infrastructure & Development Management Review Report be **NOTED** by Council.

OPERATIONAL OVERVIEW

1. Development & Construction

Development Statistics 2023-2024	DAs	CCs	CDCs
Number Determined – As at 31.8.2023	6	2	1
Estimated Development Value – 30.07.2023	\$625,000	\$294,000	\$25,180





1.1 Determinations Issued

August 2023				
Development Applications				
Number	Description	Address	Determination	Assessment Days
10.2023.9	Alterations to a Residential Dwelling & Carport Replacement	56W Hill Street Walcha	Approved under delegated authority	18
10.2023.8	Subdivision	1643 Oxley Highway Walcha	Approved under delegated authority	30
10.2022.12.1	Staged – Construct 3 Cabins for Tourist Accommodation	241 Kangaroo Hills Road Walcha	Approved under delegated authority	37
Construction Certificates				
Number	Description	Address	Determination	
11.2023.4	Detached Bedroom	104N Meridian Street Walcha	Council Certification	
11.2020.19.2	Dwelling & Garage	21W Walsh Street Walcha	Council Certification	
Complying Development Certificates				
Number	Description	Address	Determination	
Nil				

Note: Assessment Days is the assessment day count, and includes referral days (concurrence State Agency assessment period) and the period where additional information has been requested.

1.2 Development Applications Outstanding

As at 31.8.2023	
Under Assessment:	4
On Notification	-
Additional Information Requested	4
Waiting on State Agency Comment	1
Waiting on Fee Payment	1
Total	10



1.3 Certificates & Advice

August 2023			
Number Issued	2022-23	2023-24	Current Period
Occupation Certificates	10	7	5
Subdivision Certificates	4	2	2
Planning Certificates	340	38	30
Building Information Certificates	2	-	-
Outstanding Notices Orders Certificates	11	-	-
Bushfire Attack Level Certificates	-	-	-
Dwelling Entitlement Advice	-	-	-

2. Environment & Regulation

2.1 Section 68 Activities

August 2023	2022-23	2023-24	Current Period
Number Issued	27	5	2

2.2 Compliance Inspections for Section 68 Activities

As both planning and building certification has now been contracted out. This information could not be collated as per previous reports. The reason being the change in department structure. It is intended to modify this report over the next quarter, further addressing this.

2.3 Public Health Activities

August 2023			
Compliance Inspections & Reports Issued	2022-23	2023-24	Current Period
On-Site Sewage Management Systems	5	-	-
Food Premises	15	-	-
Private Swimming Pools	-	-	-
Fire Safety Schedules	-	-	-
Skin Penetration Procedure Premises	-	-	-
Advertisements / Advertising Structures (incl. sandwich boards)	-	-	-



3. Animal Control

3.1 Companion Animal Registrations 2023-2024

August 2023			
Number Registered	2022-23	2023-24	Current Period
Desexed	6	8	8
Non Desexed	2	-	-
Pensioner Desexed	4	-	-
Pound Purchased Desexed	2	1	1
Cat Desexed	2	1	-
Under 6 Months	-	-	-
Working/Recognised Breeder	21	2	2
Total	38	12	11
Value	\$2,395	\$656	\$600

3.2 Companion Animal Seizures 2023-2024

August 2023			
Number	2022-23	2023-24	Current Period
Seized	53	13	11
Surrendered	24	11	8
Released	9	3	2
Rehomed	21	12	9
Euthanised	21	1	-
Stolen/Escaped	-	-	-
Total	128	40	30

3.3 Companion Animal Ranger Services 2023-2024

August 2023			
Number	2022-23	2023-24	Current Period
Dog Attack Investigation	13	4	2
Roaming Dogs	50	5	4
Roaming Cats	28	2	1
Barking Dogs	34	4	1
Total	125	15	8



3.4 Companion Animal Ranger Services 2023-2024

August 2023				
Number		2022-23	2023-24	Current Period
Cautions		63	4	3
Dangerous Dogs	Notice	1	-	-
	Order	-	-	-
Nuisance Dogs	Notice	-	-	-
	Order	-	-	-
Menacing Dog	Notice	-	-	-
	Order	-	-	-
Penalty Notices		6	-	-
Total		70	4	3

4. Capital Works Update

To improve project reporting, the reporting on all initiated and budgeted capital projects within the Infrastructure portfolio has been consolidated into one attachment.

The coloured boxes indicate the health of a project with separate indicators for budget and schedule. Where status is green, commentary may not be required. However, the responsible officer will provide a comment against any indicator that is amber or red to explain how this issue is being addressed.

Indicator Colour	Project Status
	On Track – Project will meet the target deadline and/or is expected to stay within budget.
	At Risk – Project may not meet the target deadline and/or is expected to exceed allocated budget. Closer monitoring or preventative action is required.
	Off Track – Project will not meet adopted targets for delivery and/or budget, action is required.
C	Completed – Project completed with no further work required

Capital Works Delivery Update													
Project	Council PM	Summary Scope/deliverables	Project Value	Original Target Completion Date	Estimated Completed Date	Cost to date	Budget Status	Budget Status	Current Schedule Milestone	Milestone Date	Schedule Status	Schedule Status	Activities for Next Three Months
LOCAL ROADS													
Middle Street Rehab	WF	Fixing Local Roads R2	\$ 565,586	Nov-21	Jun-24	\$ 21,251	On Track	On Track	Pub RFT			Variation request approved	Complete design and scope for RFT by end of OCT
Walsh Street Rehab	WF	Fixing Local Roads R2	\$ 403,336	Jan-22	Jun-24	\$ 17,062	On Track	On Track	Pub RFT				
Aberaldie Road Rehab	JM	Rehabilitation of Segment 30 - Fixing Local Roads R3	\$ 703,384	Oct-22	Dec-23	\$ 3,450	On Track	On Track	Pub RFT	Sep-23		Aberaldie Road Rehab requiring urgent inhouse design completion	RFT & Delivery
Forest Way Phase 2	JM	3.6km of sealing, culvert and drainage works on Forest Way - Fixing Local Roads R3	\$ 841,407	Oct-22	Dec-23	\$ -	On Track	On Track	DEL	Sep-23		Forest Way Rehab Underway due for completion in 3 weeks	Completion and completion reporting.
Three Causeways	PF	Rehabilitation works for 2 causeways on Old Brookmount Rd, and Hazeldean Road.	\$ 427,000	Jun-23	Jun-24	\$ 40,000		Tendered prices over budget allocation, additional funding sources being explored.	Pub RFT			Tender Advertisement completed.	Design and Construction tender closed 19 September. Review of submissions ongoing, aim for tender award in October 2023
Walcha Aerodrome	PF	Seal existing access, Elec supply improvements, regravell existing runway	\$ 1,610,000	Oct-22	Oct-23	\$ 83,671		Additional milestone request sent to the funding body to reduce the amount of WIP for the project. Tendered works significantly under budget Change Requests submitted for Council endorsement.	DEL			Elect: Final connection due Early Oct 23 Rd/Rwy: Gravel placement underway on runway, runway seal design due for completion 22 Sept 23, Road seal commencing 26 Sept 23.	Elect: Final connection Rd/Rwy: Completion & reporting
BRIDGES													
Army Bridge	WF		\$ 2,050,850		Dec-23	\$ 151,319		The tendered price is above current Funding and a variation will be required from FCB.	Eval RFT			Completion date has been revised ,awaiting approval of funding variation request	Deliver post approval
Winterbourne Bridge	WF		\$ 643,104		Dec-23	\$ 59,244			Eval RFT				
Mooraback Bridge	WF		\$ 526,680		Dec-23	\$ 49,157			Eval RFT				
Boxley Bridge	PF		\$ 979,000	Aug-24	Aug-24	\$ 32,175	On Track	On Track	DEL			On Track	Award of tender and delivery
STATE ROADS													
Oxley Highway - 2022/2023 Routine Maintenance	JM	Annual routine maintenance	\$ 682,000		Jun-24		On Track	On Track	DEL			On Track	Routine road maintenance works continuing. Minor pavement patch scoping in progress. Undertaking Pothole patching, inspections, guideposts, etc.
REGIONAL ROADS													
Derby Street - (Segments 4710 and 4720)	AB	Rehabilitation, drainage, service replacement, kerb and gutter, parking, sealing	\$ 6,960,000	Jun-22	Jun-24	\$ 394,738	On Track	On Track	DEL			RFT awarded to Collins Williams, contract start meeting conducted, tight program with zero time contingency currently	Design Review & Community Consultation
WATER, WASTEWATER & WASTE													
Walcha Wastewater Treatment Plant Upgrade	RP		\$ 1,800,000		Nov-23	\$ 1,716,831		Insufficient funds to complete the sludge lagoon Refirb (\$36k) Change request approved for additional \$140,000 to complete desludging due to over digested thick sludge.	Eval RFQ			Planning work underway to carry out work By Sept 23	Deliver remaining scope item

Capital Works Delivery Update

Project	Council PM	Summary Scope/deliverables	Project Value	Original Target Completion Date	Estimated Completed Date	Cost to date	Budget Status	Budget Status	Current Schedule Milestone	Milestone Date	Schedule Status	Schedule Status	Activities for Next Three Months
Walcha Off Creek Storage	AB		\$ 11,000,000	Dec-22	Sep-23	\$ 4,156,210	Final milestone can be claimed upon the award of final packages 6b & 7		DEL			1. Package 1 complete 2. Switchboard package RFQ awarded 3. Fabrication Awarded - underway 4. Package 7 Electrical & Control Published 31/8/23 - under evaluation 5. Package 6b Mechanical & Civil - under evaluation 6. Initial filling commenced 5/7/23 @ 23l/s approx. (2 MLD) - Current approx 15% full approx 50ML delivered from dead volume to current level.	Award final 2 packages and complete delivery
John Oxley Sewer Extension	RP PF	Construction of new SPS at John Oxley Oval, and sewer connection to existing network	\$ 760,541	TBD	TBD	\$ 5,966	On Track		DEL			On Track	Delivery
Water Meter Replacement	RP		\$ 350,000	TBD	TBD	\$ -	No current Budget		Fund RQ			Works cannot proceed until funding secured.	1. Council seeking new source of funding via National Water Grid Connections Funding Pathway 2. Murry Darling Funding Pathway being investigated
COMMUNITY PROJECTS													
Walcha Sporting Amenity Upgrades - Walcha Pool	PF	Upgrade of amenities at John Oxley Oval and Walcha Pool	\$ 566,087		Oct-23	\$ 61,851	On Track		DEL			On Track	Works due to commence 25 Sept 23
Walcha Sporting Amenity Upgrades - John Oxley Oval	PF	Upgrade of amenities at John Oxley Oval and Walcha Pool	\$ 130,420		Sep-23	\$ 710	On Track		DEL			On Track	Completion report - Due Oct 2023
Walcha Swimming Pool Refurbishment	PF	Further upgrade of Walcha Swimming Pool via BLER Grant	\$ 1,100,000	Oct-22	Oct-24	\$ 268,572	Scope of works and design has been reviewed to align with the funded budget. Additional funding being sought via Growing Regions Fund		Pub RFT			Scope of works divided into urgent works for this closed season and completion works next closed season	Delivery of amenities, electrical and leakage works
Renew Walcha Skate Park	WF	New skate park facilities, new fence for John Oxley Oval, CCTV	\$ 966,964	Jun-23	Jun-23	\$ 381,995	Tender price is above current funding and additional funding needs to be secured in order to proceed.		Eval RFT			100% Detailed Design delivered. Fence installation completed. CCTV cameras are operating. Variation for time submitted to BLER	Looking to utilise either Aerodrome funding surplus or Growing Regions (pending grant) to cover shortfall. Also awaiting funding application growing regions grant.
Nowendoc Hall	KN	Replacement of water tanks, provision of disabled car park.	\$ 88,261	Sep-23	Sep-23	\$ 90,325	Slightly over BSBF fund allocation		DEL			On Track	Completion report to be submitted
Pathways Project - Town	PF	Construction of various connecting pathways in Walcha	\$ 654,465	Mar-24	Mar-24	\$ 3,593	On Track		DEL			Design works on-going	Design approval community consultations - Driveways
Pathways Project - Darjeeling	PF	Construction of pathway from Lions Park to John Oxley Oval	\$ 1,324,455	Mar-24	Mar-24	\$ 3,389	On Track		DEL			Design works on-going	Design approval community consultations - Beautification / art community
Pathways Project - Summervale	PF	Construction of pathway from Walcha to Summervale	\$ 1,750,254	Nov-24	Nov-24	\$ 4,428	On Track		DEL			Design works on-going Summervale Community consultation done 20/06/23	Design approval community consultations - Beautification / art community
Rose Garden	WF	Rock wall and post and rail fence surrounding the rose garden	\$ 45,000	Jun-23	Jun-23	\$ 39,985	On Track		DEL			Constructions of rock mowing strip in place of post and rail fence and Timber arbour complete	Replacement Rose plants and new Name sign to be installed (final item)
TOTAL			\$ 36,928,794			\$ 7,585,922							



9.3 CORPORATE & COMMUNITY:

Ref: WO/2023/01790

Responsible Executive: Director Corporate & Community

Community Strategic Plan Reference:

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

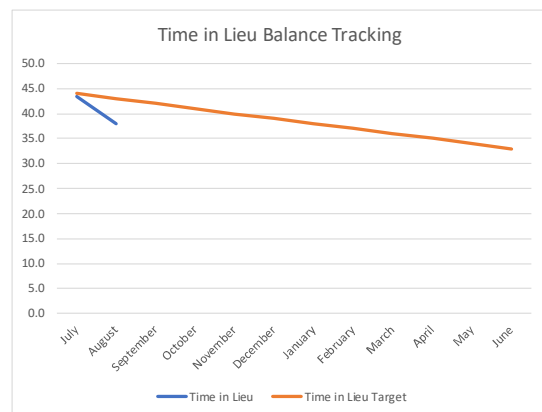
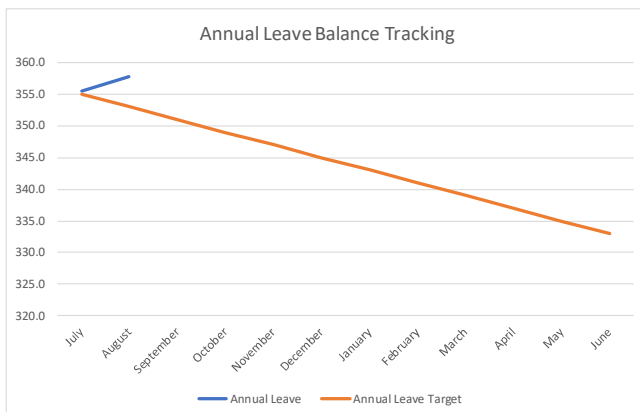
RECOMMENDATION: That items included in the Corporate & Community Management Review Report be NOTED by Council.

Corporate and Finance

The purpose of this report is to provide confidence to Council that corporate and financial risk are being managed on a monthly basis by improving visibility of key performance indicators. This report also provides an overview of the monthly operations of the Community Services and Tourism areas of Council.

1. Walcha Council Leave Balances

Directorate	AUGUST 2023			JUNE 2023			Comments/Reduction Strategy
	Annual Leave Weeks	RDO Weeks	Time in Lieu Weeks	Annual Leave Weeks	RDO Weeks	Time in Lieu Weeks	
Office of the General Manager (14)	103	3	3	109	4	3	
Infrastructure (45)	203	5	30	198	4	46	
Planning & Development (3)	17	2	0	18	2	0	
Community & Tourism (17)	35	1	5	26	1	5	
Totals	358	11	38	351	11	54	



The above table includes June 2023 as a point of comparison to review the movement on leave balances from the end of the 2023 financial year. Year on year has seen a total reduction in leave



from June 2022 of 463 weeks, June 2023 of 416 to August 2023 of 407 weeks. This will further reduce with leave plans put in place for excess leave holders via the annual review process for 2023. This excludes Long Service Leave which will also need to be looked at as a matter of urgency. The total approximate value of Annual Leave, Time in Lieu and Long Service Leave is \$1.3M. Approximately 207 weeks or \$290K across these leave types could be considered excessive.

The Rostered Day Off (RDO) and Time in Lieu (TIL) weeks are an issue that must be significantly reduced by Council. TIL incurs the same costs as overtime and is currently the issue most urgent to address with leave.

2. Walcha Council Debt Recovery

Walcha Council has the current arrears as follows (Target 10% or below):

General Rates: 4.2%

Water Rates: 12%

Outstanding debtors is trending down steadily as a result active debt collection. A number of rate payers with large water balances are driving up the outstanding percentage in water.

Debt collection is currently being undertaken and a number of outstanding debtors are now on payment plans for their outstanding balance. Debtors outstanding are expected to reduce over the coming months.

3. Walcha Council Customer Request Management (CRM)

	1 Month	1-2 Months	2-3 Months	3-6 Months	6 Months +	Total CRM's
PLANNING & ENVIRONMENT	17	7	2	5	0	31
ENGINEERING	32	18	9	7	1	67
ADMINISTRATION	1	2	1	1	0	5
Total OPEN CRM's						103

A CRM is created with an incoming request via customer service which is then assigned to the relevant area. The CRM is tracked and provides information including CRM status.



4. Walcha Council Investment Report

In accordance with Local Government (General) Regulation 2021, clause 212, the purpose of this report is to provide Council with a register of investments held as at 31 August 2023 and to provide Responsible Accounting Officer certification that investments comply with the Local Government Act 1993, Local Government (General) Regulation 2021 and Council's Investment Policy.

A summary of investments is shown below with a complete list of investments following:

INVESTMENTS SUMMARY - AUGUST 2023	
Opening Balance	13,025,255
New Deposits	2,000,000
Interest Reinvested	34,642
Deposits Redeemed	-
Closing Balance	15,059,899

Note: Investments are not fund specific; all funds are included in the investments portfolio. Interest income is distributed to Water and Sewer Funds based on the Interfunding Balances (shown below) at the end of each month.



REGISTER OF INVESTMENTS TO 31 AUGUST 2023												
Institution	Type	Placement Date	Term (Days)	Maturity Date	Interest Rate	Amount Invested	Est. Interest	Est. Market Value At Maturity	YTD Interest	YTD Redemption	MV % of Portfolio	TD Account #
	TD	6/03/2023	182	4/09/2023	4.55%	1,017,901.64	23,093.82	1,040,995.46			6.76%	37844807
	TD	6/03/2023	182	4/09/2023	4.55%	1,017,901.64	23,093.82	1,040,995.46			6.76%	37844807
	TD	16/09/2022	365	16/09/2023	4.20%	255,778.05	10,742.68	266,520.73			1.70%	444927886
	TD	6/04/2023	180	3/10/2023	4.40%	1,000,000.00	21,698.63	1,021,698.63			6.64%	305028389
	TD	6/04/2023	180	3/10/2023	4.40%	1,020,555.89	22,144.67	1,042,700.56			6.78%	485796165
	TD	4/10/2022	365	4/10/2023	4.40%	255,017.13	11,220.75	266,237.88			1.69%	919512554
	TD	4/05/2023	180	31/10/2023	4.70%	512,087.79	11,869.22	523,957.01			3.40%	488134669
	TD	7/07/2023	122	6/11/2023	5.15%	573,237.62	9,867.54	583,105.16	9,498.62		3.81%	872609622
	TD	24/04/2023	210	20/11/2023	4.44%	514,953.12	13,154.58	528,107.71			3.42%	37844807
	TD	28/06/2023	152	27/11/2023	5.33%	1,000,000.00	22,196.17	1,022,196.17			6.64%	371151983
	TD	5/06/2023	182	4/12/2023	5.00%	548,352.06	13,671.24	562,023.30			3.64%	972272676
	TD	4/08/2023	122	4/12/2023	5.00%	1,000,000.00	16,712.33	1,016,712.33	14,400.00		6.64%	305170588
	TD	24/04/2023	240	20/12/2023	4.46%	514,953.12	15,101.53	530,054.65			3.42%	37844807
	TD	26/07/2023	149	22/12/2023	5.09%	626,994.33	13,027.91	640,022.24	13,375.22		4.16%	37844807
	TD	5/06/2023	210	1/01/2024	5.00%	514,096.81	14,789.08	528,885.89			3.41%	486916667
	TD	12/01/2023	365	12/01/2024	4.55%	259,517.32	11,808.04	271,325.36			1.72%	919675556
	TD	28/06/2023	210	24/01/2024	5.47%	1,000,000.00	31,471.24	1,031,471.24			6.64%	371400628
	TD	22/08/2023	181	19/02/2024	4.91%	522,562.90	12,723.48	535,286.38	11,566.19		3.47%	37844807
	TD	31/07/2023	210	26/02/2024	5.30%	1,000,000.00	30,493.14	1,030,493.14			6.64%	416873585
	TD	1/03/2023	365	29/02/2024	5.00%	259,243.57	12,962.18	272,205.75			1.72%	917202309
	TD	31/07/2023	240	27/03/2024	5.30%	1,000,000.00	34,849.31	1,034,849.31			6.64%	416873585
	TD	4/08/2023	367	5/08/2024	5.25%	646,746.03	34,140.21	680,886.24	23,075.80		4.29%	416873585
	TD			17/07/2023			-	-	9,410.69	507,821.33	0.00%	37844807
	TD			24/07/2023			-	-	9,456.92	510,996.19	0.00%	37844807
Average rate					4.84%	15,059,899.03	410,831.57	15,470,730.60	90,783.44	1,018,817.52	100%	





Capital Value of Portfolio	\$	15,059,899
Redeemed Value of Portfolio	\$	1,018,818
Market Value of Portfolio 30/06/2024	\$	15,470,731
Estimated Profit/(Loss) 30/06/2024	\$	410,832

PREVIOUS FINANCIAL YEAR COMPARATIVE DATA: 31/08/2022

Interest Earned YTD	\$	5,743
Market Value of Portfolio	\$	8,511,424
Average interest rate		2.10%
Interest Earned YTD 30 June 2023	\$	276,936
Market Value of Portfolio 30 June 2023	\$	14,021,200

MONTHLY ACTIVITY				
	Number	Amount	Interest	Avg Rate
New Deposits	2	\$ 2,000,000	\$ 65,342	5.30%
TD Redeemed	0	\$ -	\$ -	
TD Reinvested	3	\$ 2,169,309	\$ 49,042	5.05%

Institutional Exposure	Investment at Market Value	% of Portfolio
 Commonwealth Bank	4,215,267	28%
 nab	10,844,632	72%
	15,059,899	100%

Responsible Accounting Officer's 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)



5. Walcha Council Unrestricted Cash Reconciliation

UNRESTRICTED CASH RECONCILIATION		
	AUG 2023	June 2023
Total Cash & Investments	17,661,248	16,275,800
External Restrictions:		
Contract Liabilities - General Fund	4,118,971	4,919,975
Contract Liabilities - Water Fund	1,950,867	0
Specific Purpose Grants	1,982,887	2,219,877
Water Fund (interfunding balance)	1,054,185	837,030
Sewer Fund (interfunding balance)	551,076	566,819
	9,657,986	8,543,701
Internal Allocations	4,323,637	7,539,223
Unrestricted Cash	3,679,625	192,877

- Balances as at June 2023 are not audited however it is not expected that there will be any changes.

Cash & Investments is made up of:

Term Deposits	\$15,059,898
Operating Account	\$2,601,350
Total	\$17,661,248

- Operating account balance is kept high due to large payments required for materials and contractors.
- Council has an overdraft facility of \$200,000 that has not been utilised for some time.
- Council's credit card limit is \$48,000 (all cards)



Community Services and Tourism

Current Grants		
Tourism	Regional Event Fund	<p>Successful - 2023 Motorcycle Rally \$20,000</p> <p>Funding of \$15,000 has been requested from Adam Marshall MP</p>
Youth	Youth Opportunities Grant	This project is going well and coming to a close. It has been very well received from those who are participating.
Library	Public Library Infrastructure Grants – <i>open in September 2023</i>	Identified – opportunity to improve the library building and add additional functionality to the space. Quotes are being obtained.
Building Assets	National Housing Infrastructure Facility – <i>now open</i>	Identified – possibility of using this funding and loans scheme to subdivide vacant Council land for residential development.

Operational Overview	
WCCC	<p>End of year reporting and management meetings have been held or booked with the funding bodies.</p> <p>Services delivered are well above our contracted outputs. This is due to the popularity and success of the program, and Jess's work in increasing outputs in readiness for the introduction of the "fee for service" funding model.</p>
Preschool	<p>The Yarning circle has been completed.</p> <p>Book week was held and a record number of books were sold.</p> <p>Staffing has been an issue, with low casual numbers.</p>
Library & Youth	<p>The library is continuing to operate successfully. Quotes are coming in for the planned funding application.</p> <p>The September school holiday program planning is underway.</p>



Early Intervention	Early Intervention is continuing to operate successfully.
Tourism	Tickets are now on sale for the Motorcycle Rally and the numbers are looking very positive. It was good to hear that we were successful for the Regional Event Fund grant. Thanks goes to Lisa for her excellent work on this application.
Building Assets	Quotes to repair the electricals in the old Council depot have been requested and followed up. Meetings have been held with an electrician who is interested in the work, but they have not submitted a quote as yet.

Priorities for September/October

- Policy and induction document development for the implementation of the Child Safe Standards
- Advisory Committee meetings –Youth and Preschool
- Employee Annual Review
- Riverview Working Group

1. Walcha Council Community Care (WCCC) August 2023

1.1 Groups

A trip to Werris Creek was the highlight for August, with a visit to the Railway Museum followed by lunch at the Currabubula Pub. This generated a huge amount of interest and we ended up taking two buses, with a total of 31 clients. The museum was fantastic, the drive was beautiful and the roast lunch at the pub was perfection. We stopped for a cheeky ice cream on the way back and everyone returned home with big smiles on their faces and a huge amount of enthusiasm for doing more of the same!

Art group continues to do amazing things and is now at full capacity. The clients are so energized by the work they are doing and the techniques that they are learning.

Both of the morning teas were well attended and the sandwiches and fresh baked scones disappeared rapidly, which is always appreciated. Talk centered around future excursions and local town happenings.

We have had a change of routine for August as Meg has taken a trip to England to visit family. She will return to work in the first week of September and has promised a slideshow at both of the morning teas for the clients. They are all very invested in her trip and we get a lot of questions about how she is doing and when she will be back, further highlighting her incredible work and importance in the community.



<p>Women's Group 2/08/23- 9</p>	<p>Men's Group 22/08/23- 12</p>
<p>Art Group 9/08/23- 9 23/08/23- 7</p>	<p>Bingo 5/08/23- 13 19/08/23- 13</p>



Joint Excursion- Werris Creek 8/08/23- 31	Friday Takeaway 4/08/23- 8 11/08/23- 8 18/08/23- 10 25/08/23- 10
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1.2 Transport – 2023

Medical drives – 51 trips were delivered during the month, including local trips as well as to Tamworth and Armidale.

Bus to Armidale (every Thursday)				
3/08/23- 6	10/08/23- 6	17/08/23- 9	24/08/23- 5	31/08/23- 10
Taxi Vouchers – 28 clients used the service with 265 trips being provided.				

1.3 Meals on Wheels

Meals on Wheels volunteers are back in place and we now have a completed monthly roster for this. All security check ups (including police checks) are being maintained to ensure they are up to date.

This month clients received hot main meals with some of those clients also receiving desserts and frozen meals throughout the 7-day week. The total number of meals this month was 537:

- Mains: 315
- Frozens: 129
- Desserts: 93

1.5 Feedback and Complaints

Community Care received a “Thumbs Up” in the Advocate for the great excursion to Werris Creek. We also received both verbal and written thanks from 5 different clients for their birthday cards. We also received a bunch of daffodils from a client to celebrate the start of Spring. There were no complaints in August.

Jess Goodwin
Community Care Coordinator



2. Library and Youth

August 2023

- **Loans: 522**
- **Returns: 539**
- **Reservations placed & issued: 203**
- **New members: 8**
- **Door count: 884**
- **Wi-fi use: 48**
- **Computer use: 82**
- **Housebound: 9**

Other statistics:

- **eLibrary: Borrow Box**
 - **70 users**
 - **221 eAudiobooks**
 - **104 eBooks**

The Walcha Library has settled again after the school holidays and returned to average loans, returns, reservations placed and issued. With a number of new families moving to the area in the holidays, there were a few new faces to induct into the library community. There were 8 new members registered this month, which is more than double the average. This month there was an increase in public access computer, wifi and study space usage from adults, despite the total amount of visitors each day dropping since July. eLibrary usage remained average this month with slightly more eBook loans.

Outreach & Promotion

Outreach and library promotional activities have allowed Walcha Library to engage with the community this month. They include:

- The notice board in the library window regularly being updated with library and community information and events
- Staff have continued to use a systematic and measured approach to the use of social media to engage with the community and library members this month

Social media

The popularity of the Walcha Library Facebook page has increased slightly this month, with 347 followers. Staff have continued to use the systematic approach to ensure the content was engaging, useful and an effective use of staff time. The library shared 17 posts on the Facebook page, reaching only 500 people, 67% less than last month. With only 3 Instagram posts shared throughout August, it only received 3 'likes'. Library and Youth Instagram now has 266 people following the library and youth events and information shared through this media. Despite it being a slow month for content, followers still noticed the presence and we received 3 new followers.






The programs, activities and information shared via Facebook and Instagram this month have been broken into two categories below, Engagement & Service content:

Engagement content: fun and interactive posts shared to engage with the library community and/or acknowledge events/themes being celebrated in wider community	# people reached on Facebook	People engaging on Instagram	
Total 3 engagement post	166	11	
Promotion of junior fiction titles making connection to World Cup Football and Australian teams success in the finals	123	11	
Community announcement regarding Services Australia mobile service centre visiting Walcha	43		

Service content: informative posts about the library services, facilities and programs	# people reached on Facebook	People engaging on Instagram	
Total 17 service posts	1517	11	



<p>Notice of change in opening hours due to staffing</p>	<p>219</p> <p>7</p>	
<p>National Science Week</p> <ul style="list-style-type: none"> - 4 posts to promote library event - 1 post with physical library display - 1 post to promote Storytime event 	<p>104</p> <p>100</p> <p>272</p> <p>88</p> <p>100</p> <p>116</p>	
<p>CNRL library services survey promotion and online link to complete (Multiple posts scheduled throughout the month)</p>	<p>83</p> <p>53</p> <p>50</p> <p>64</p>	



<p>Share of NSW Public Libraries social media content promoting IndyReads (more scheduled for Sept too)</p>	<p>48 91</p>	<p>4</p>	
<p>Post promoting Adult Learners Week events at Tamworth Library</p>	<p>75 54</p>		

Programs

The puzzle library loans remain steady this month, after an active ‘winter’ promotion, borrowing decreased as the advertising did, however there are new members who haven’t used the library for many years who have now taken up loaning from this great collection. One borrower commented that the Walcha Library’s quality of puzzles, and system of weeding puzzles with missing pieces or damage means that she doesn’t have to buy them anymore which is less wasteful.

This month library coordinator Cassie was trained by CNRL staff in the stocktake process. The stocktake process was manually done in 2018, but hasn’t been done at all in Walcha since the installation of the new RFID system. The system involves sharing the stocktake wand and tablet between the branches for a month at a time. Branch staff two weeks to scan each item on the shelf (twice) identifying the items that are incorrectly located in Walcha, weeded or lost copies in the wrong place. After an afternoon of training, the entire Walcha collection was scanned section at a time, by the following week.

In the course of the stocktake, staff were able to identify a need for a shift in the childrens picture books. They were re-shelved to be sorted by author surname, and new display stickers were ordered and installed by a local printer.

This month the library changed themes from NAIDOC to National Science Week. Staff worked together to explore items in the collection that could be put on display, for all ages and in a number of different formats and genres. A 'Silly Science Session' was also organised as a way to invite children into the library to explore scientific concepts and methods in a fun, interactive way. Younger children were also treated with a Baby Booktime session with similar themes, stories and activities at an age appropriate level.



(Images: National Science Week display with variety of items from CNRL collection including new STEM kits on display, racing magnetic cars, wind powered balloon rockets and slime making at the 'Silly Science Session')

A new collection of STEM Kits were issued to Walcha Library by the CNRL Innovation Studio team this month, coinciding with National Science Week. The collection includes varied activities such as micro bit starter kit, augmented reality cube, microscope and slides, volca base synthesiser and magnetic experiments kit. All kits come with most of the equipment, instructions and QR codes with links for families to explore further. So far families have been a little hesitant to loan these items, but staff have spent some time exploring them with children in the library.

Library Volunteer, Veronica, continues to aid at the library on Monday mornings. She is able to assist during the peak item processing times at the library and ensures efficient use of the additional assistance. This month she was able to assist with the stocktake process, and maintain collections such as the puzzle library and seed library.

The August Baby Booktime was postponed due to staffing, but after communicating the change from Monday to Thursday with regular attendees it was well attended with 6 children and 2 adults. It followed the science week theme of the previous week, with story books that were developed to discuss scientific concepts, presented in colourful, imaginative picture book format.

The focus book was 'Bird builds a nest', a new addition to the collection along with some interesting updated non-fiction, science and technology items. Library coordinator also found books on insects that used rhyme and rhythm to celebrate different attributes of the animals. The group was quite young, so lots of singing and dancing, practicing borrowing and reading their own books, along with a 'design' activity, and discussion on why certain toppings were used on their donut design. One local family daycare group attended, with another family, which was perfect size for the discussions had.



The Walcha Council's Baby's First Library Bag Program delivered 40 packs to the Walcha Hospital Child Health team this month. This annual donation program is in its 4th consecutive year. Staff spent time bundling up the 40 hand sewn bags, which were donated from a variety of community and library members, with a selection of classic baby board books, membership forms and information about the library's facilities and programs, with some flyers about the importance of reading with baby too. These packs will be given to the mothers of newborn babies when they receive a check up from the child health team when baby is approximately 6 weeks old. Staff are noticing toddlers who received these bags as newborns at the library with their families to borrow books, and joining into Storytime events. Staff have already received bag donations for the next year of the program and will continue to promote and collect them for the next 12 months.

Housebound library services were arranged with Riverview, Elizabeth Cross Wing at the Walcha Hospital and our housebound members who receive deliveries this month. Library volunteer



once again helped staff to prepare the collection hand-picked for the Riverview residents and a number of housebound individuals. As a few of the housebound members have recently moved to the Elizabeth Cross Wing of the Walcha Hospital, arrangements were made to deliver to them at the same time as the Riverview resident's delivery each month.

The Walcha Library Book club, the 'Taphouse' Bookclub and Penny King's Bookclubs held their August meetings, with lower numbers and postponed meetings due to conflicting events in the community. The warmer months usually see increased participation in these bookclubs, so it is predicted that loans and participation in meetings will increase in coming months.

The number of members and visitors using the library facilities for study related purposes remained steady this month. The free wifi and study areas have been utilised this month for study, and work purposes. A number of members have regularly used the library for tutoring again this month. The colder weather has also seen an increase in library visitors waiting for car services, or in between appointments in town. These visitors aren't always members, but are seeking the shelter, warmth and wifi available at the library, which is common for this time of year. There was also a number of members seeking reliable internet and somewhere to have video conferences, so arrangements were made as much as possible within the space to provide some privacy for these when possible.

Drop in IT support and assistance this month was mostly provided for those using eLibrary apps, but also included smart phone and tablet assistance. Library staff are waiting on advice from the State library regarding the application made last month for a Tech Savvy Seniors grant for this financial year. There have been a few expressions of interest from members of the public to run the Tech Savvy Seniors workshops again, so contact details are being collected so that those people can be contacted directly when they are scheduled.

Staff training this month was a webinar provided as part of Library coordinators Mental Health First Aid accreditation titled, Empowering Young Voices. This 1.5 hour webinar provided a snapshot of some new programs and resources available for young people in Australia, and some expert advice for those working with young people to help them navigate mental health with ownership and without shame.

Library coordinator has spent time this month exploring options for furniture which will be included in the State Library's 2023-2024 Infrastructure Grant which will open next month. With ideas and information gathered over the years from other CNRL branches, the NSW Public Library Network and at Library conferences, quotes have been gathered in preparation for the application for outdoor children's and outdoor furniture.

Youth activities

The Walcha Youth Gym Project has continued this month, with regular attendance and formal and informal feedback gathered, providing evidence that the project is continuing to be helpful and successful. Some members have not been able to attend all sessions, but they are usually due to things out of their control. Almost all members are using their membership regularly, and



only those who do so will be provided with further membership at the end of the program. Due to some changes in the needs of the group, Council youth staff administering the project sought participants opinion on how some of the unspent funding could be re-distributed in the program. An application was made to the funding body, which was approved, and plans are now underway for the group to celebrate their achievement with an excursion to Tamworth.

Youth and library staff have commenced planning for the next school holiday program by seeking feedback and consulting with the school students in Walcha about their preferences and suggestions for activities. The upcoming September holidays will involve 4 days of activities provided by the Anglican and Presbyterian churches, which is sponsored by the Walcha Council, so staff will only be focussing on providing activities that don't clash with that, and provide options for children in the second week. Another round of the NSW Office for Regional Youth, Spring break program closed before staff were able to submit an application in early August, so activities are being arranged with the conservative youth budget in mind, based on the youth feedback & insights.

Cassie McKenna
Library Coordinator

3. Preschool

August has been a super busy month for preschool.

14 – 18 August we had science week. The educators had a range of different science experiments for the children to discover.

Why science week is important for preschoolers?

It helps them expand their vocabulary by using scientific terms that are appropriate for their age group, and encourages them to extend and embed their learning through related literacy, numeracy and creative activities. Science allows young children to develop life skills.

August 2023





We had Book week that ran from 21 – 25 August.
Every day the children and the educators dressed up their favourite book character.

What children learn from book Week?

Developing Social and Emotional Skills: Reading and discussing books together during Book Week promotes social interaction among children. Sharing thoughts and emotions related to stories encourages empathy, emotional intelligence, and enhances their ability to understand the perspectives of others.





In conjunction with this year’s book we had one of our local families approach us in regards to a charity called ‘it’s for Elsie’ that donates books to Children’s hospitals and their Neonatal intensive care units (NICU) where families are sometimes unable to hold their babies or worse have lost their babies. This initiative supports these families in providing access to children’s story books so that families are able to read to their children when they are unable to hold and care for them.

Being in this position myself when my daughter was born, it was a something very close to my heart, I am very pleased to say that the preschool community were very generous and donated approximately 40-50 books to this cause. This was voluntary, and we thank those families for their donations.

Melinda Bird
Preschool Nominated Supervisor

4. Tourism

August 2023

Number of visitors to Visitor Information Centre (VIC)

AUGUST	2023	2022	2021	2020
Walk in’s	294	257	23	205
Phone enquiries	24	22	18	3
Email enquiries	5	0	0	0

WEBSITE STATISTICS	August	July	June	May
www.walchansw.com.au				
Total Visits	24,019	22,530	27,656	57,198
Total Pages	267,264	268,172	98,321	242,952
Total Hits	447,372	425,871	281,451	927,233



Tourism website traffic - notes:

The top referrer website to Walcha tourism website is the Walcha Motorcycle Rally website, above google. This confirms the drive of interest to Walcha as a tourism destination being generated from promotion to the motorcycling demographic.

Top Referrer Websites			
#	Hits		Referrer
1	89014	19.90%	- (Direct Request)
2	1687	0.38%	https://walchamotorcyclerrally.com.au/
3	1376	0.31%	https://www.google.com/
4	519	0.12%	www.google.com
5	395	0.09%	https://www.google.com.au/
6	347	0.08%	http://m.facebook.com/

Walcha Motorcycle Rally WEBSITE STATISTICS

Month	Unique visitors	Number of visits	Pages	Hits
Jun 2023	1,488	2,365	4,655	70,149
Jul 2023	2,149	3,017	6,502	98,607
Aug 2023	2,478	3,539	7,297	151,899

SOUNDTRAILS STATISTICS

SOUNDTRAIL NAME	DOWNLOADS	OPENS
Apsley Falls - Oxley Wild Rivers NP	15	35
Walcha Sculpture	20	23

Note: Both of Walcha’s Soundtrails continue to be the most downloaded and opened from the Soundtrail collection which can be viewed at <https://www.soundtrails.com.au/all-soundtrails>

New England High Country (NEHC)

NEHC have been working on an updated brand guide with designer David Waugh and this is now complete, providing a brand refresh for this valuable collaboration.

Oxley Highway

The upcoming Oxley Highway closures continues to cause some uncertainty to tourism businesses. I have been communicating with our local tourism businesses and surrounding Visitor Information Centres, trying to ensure that the correct information is being circulated and shared to encourage visitors to come through/to Walcha.



SOCIAL MEDIA INSIGHTS – WALCHA TOURISM FACEBOOK PAGE REPORT

Audience growth

Number of new fans/followers gained during the selected period.

New Organic Fans	32
New Paid Fans	0
Fans Lost (Unlikes)	2
New Fans (Net)	30



The total audience is

1,791 fans

representing a variation of **+1.8 %**
 compared to Jul. 1 2023 - Jul. 31 2023

Engagement

Number of audience's interactions with your social profiles during the selected period.

Reactions	640 103 0 14 0 0	757
Clicks	Link: 297 Photo: 619 Video: 14	930
Comments		18
Private messages		2
Shares		86
Total Engagement		1.8K
Engagement rate per reach		6.7%



The total engagement is

1,793 interactions

representing a variation of **-23.5 %**
 compared to Jul. 1 2023 - Jul. 31 2023

Impressions

Number of times a content of your social profiles has been viewed during the selected period.

Paid impressions	16K
Organic impressions	18K
Viral impressions	9.8K
Total impressions	44K



The total impressions are

44,121

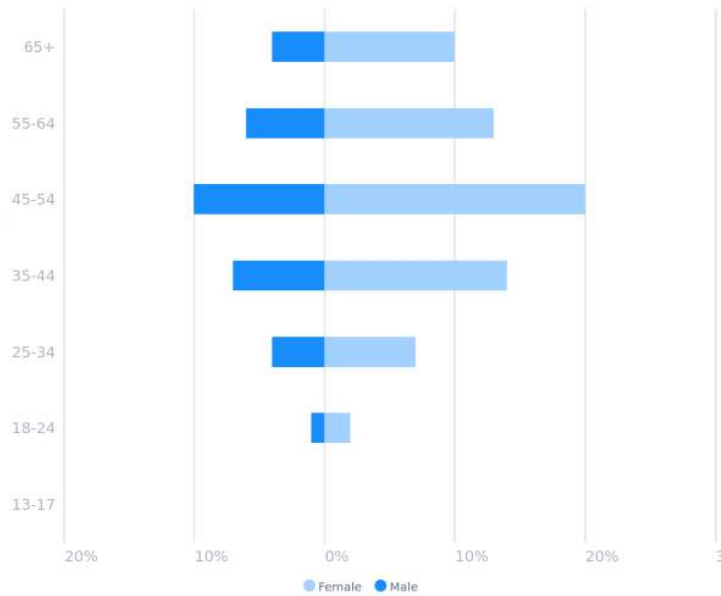
representing a variation of **-23.5 %**
 compared to Jul. 1 2023 - Jul. 31 2023



Demographics

Demographic information about your audience: age, gender, location and language.

Your average fan is a
45-54 years old Female
 from
Australia



Top content

Best performing content published during the selected period. Based on engagement rate per reach.

Multi Image

Aug. 27 2023

"Not your typical girls trip away..."

Reach	1.8K
Engaged Users	434
Clicks	372
Other clicks	95
Engagement rate per reach	24.6%
Engagement rate per impression	23.1%

Multi Image

Aug. 13 2023

"Halcyon days... Edwardian ways."

Reach	1.6K
Engaged Users	234
Clicks	183
Other clicks	22
Engagement rate per reach	15%
Engagement rate per impression	12.3%

Multi Image

Aug. 29 2023

A little taste of the beauty you can expect to se...

Reach	689
Engaged Users	88
Clicks	28
Other clicks	12
Engagement rate per reach	12.8%
Engagement rate per impression	12.3%



Top content

Best performing content published during the selected period. Based on engagement rate per reach.



Aug. 6 2023

Walcha's Pioneer Cottage and Museum is a must-see...

Reach	939
Engaged Users	98
Clicks	2
Other clicks	41
Engagement rate per reach	10.4%
Engagement rate per impression	9.5%



Aug. 1 2023

The NEHC 1000 is a 2 week bike journey around the ...

Reach	867
Engaged Users	89
Clicks	41
Other clicks	28
Engagement rate per reach	10.3%
Engagement rate per impression	7.5%



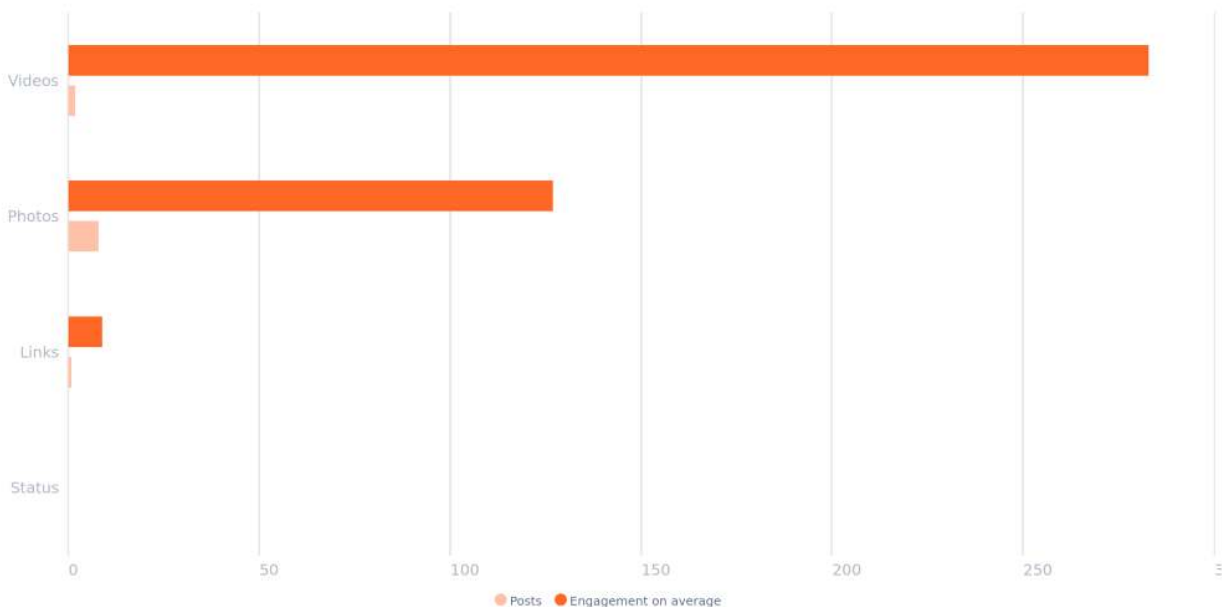
Aug. 11 2023

Apsley Falls in all its magnificent glory! A flas...

Reach	1.1K
Engaged Users	91
Clicks	5
Other clicks	9
Engagement rate per reach	8.2%
Engagement rate per impression	7.5%

Best post type to publish

Type of post fans are most likely to engage with.





INSTAGRAM PAGE REPORT

Audience growth

Number of followers gained during the selected period.



The total audience is

954 followers

representing a variation of **+1.6 %**
compared to Jul. 1 2023 - Jul. 31 2023

New followers (net)	22
Total followers	954

Engagement

Number of followers' interactions (likes, saved, comments and direct messages) with your profile for the selected period.



The total engagement is

374 interactions

representing a variation of **-39 %**
compared to Jul. 1 2023 - Jul. 31 2023

Likes	355
Saved	11
Comments	2
Direct messages	6
Total interactions	374
Engagement rate per reach	9%

Impressions

Number of times your profile's content has been viewed during the selected period.

The total impressions are

5,439

representing a variation of **-4 %**
compared to Jul. 1 2023 - Jul. 31 2023

Hashtags & interactions

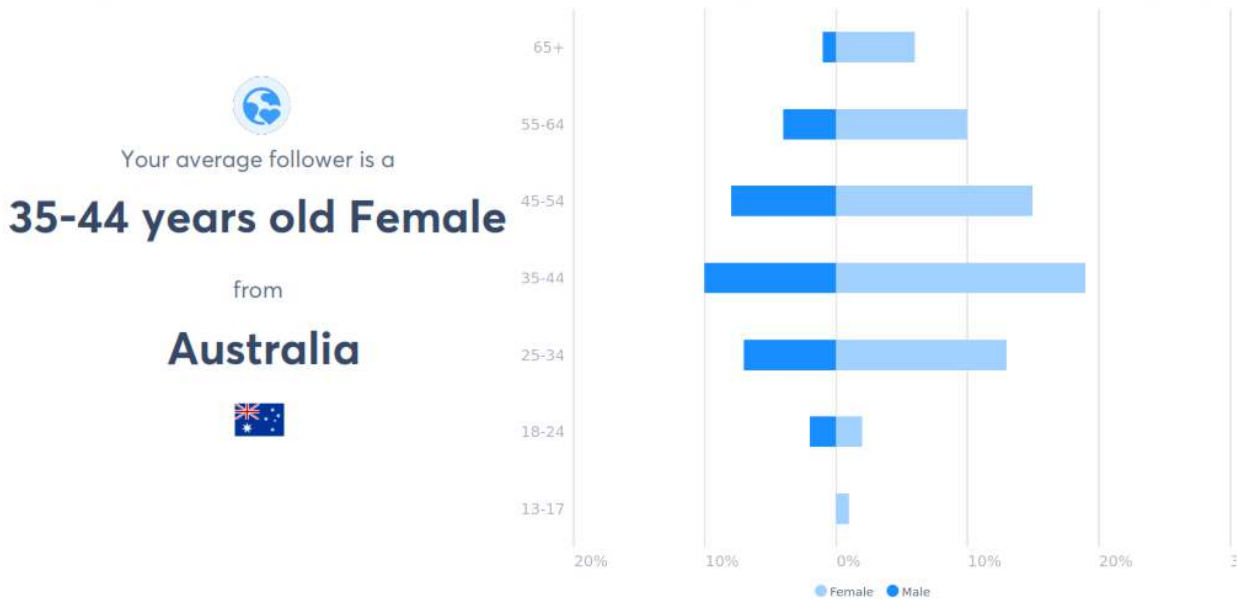
Number of interactions generated by hashtags used in your posts.

- #newenglandhighcountry** 207 interactions
- #walcha** 207 interactions
- #walchansw** 207 interactions
- #australia** 171 interactions
- #countrynsw** 171 interactions
- #newsouthwales** 171 interactions
- #seeaustralia_nsw** 171 interactions
- #oxleywilddriversnationalpark** 125 interactions
- #greengullytrack** 89 interactions
- #nswparks** 89 interactions
- #werrikimbenationalpark** 89 interactions
- #langfordhouse** 82 interactions
- #buyfromthebush** 36 interactions
- #stayinthebush** 36 interactions



Demographics

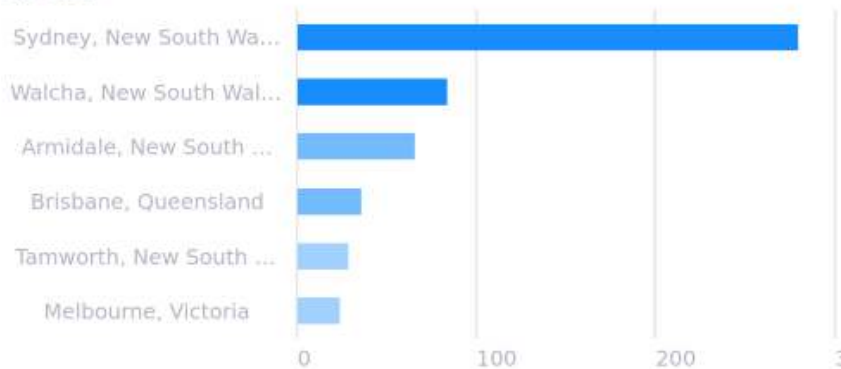
Demographic information about your audience: age, gender, location and language.



Demographics

Demographic information about your audience: age, gender, location and language.


By city





Top content

Best performing content published during the selected period. Based on engagement rate per reach.




Carousel

Aug. 13 2023

"Halcyon days... Edwardian ways.

Reach	540
Comments	0
Likes	80
Saved	2
Engagement	82
Engagement rate per reach	15.2%
Engagement rate per impression	12.1%




Carousel | COUNTRY 1000 (NEHC1000)

Aug. 1 2023

The NEHC 1000 is a 2 week bike journey around the ...

Reach	466
Comments	0
Likes	63
Saved	5
Engagement	68
Engagement rate per reach	14.6%
Engagement rate per impression	11.4%



Reel


Aug. 20 2023

Reinvigorate the senses and come up and explore W...

Reach	627
Comments	0
Likes	56
Saved	2
Engagement	81
Engagement rate per reach	12.9%
Engagement rate per impression	11.6%

Top content

Best performing content published during the selected period. Based on engagement rate per reach.




Reel

Aug. 6 2023

Walcha's Pioneer Cottage and Museum is a must-see...

Reach	368
Comments	2
Likes	33
Saved	0
Engagement	35
Engagement rate per reach	9.5%
Engagement rate per impression	8.3%




Image

Aug. 11 2023

Apsley Falls in all its magnificent glory! A flas...

Reach	408
Comments	0
Likes	36
Saved	0
Engagement	36
Engagement rate per reach	8.8%
Engagement rate per impression	8.1%



Carousel

Aug. 27 2023

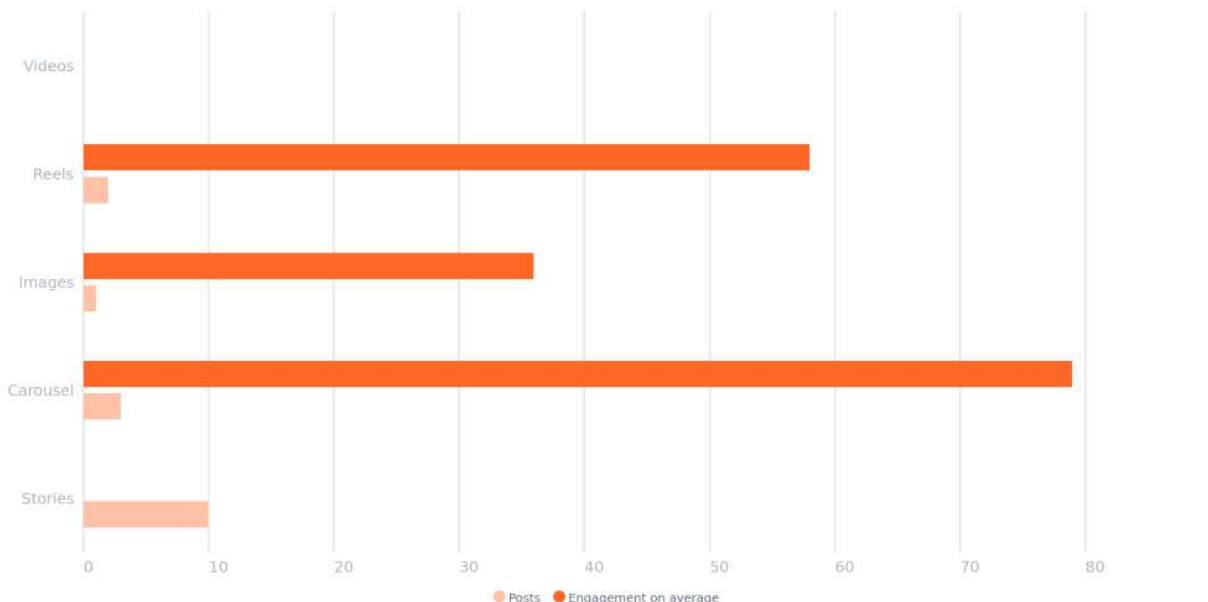
"Not your typical girls trip away..."

Reach	1K
Comments	0
Likes	87
Saved	2
Engagement	89
Engagement rate per reach	8.5%
Engagement rate per impression	7.9%



Best post type to publish

Type of post followers are most likely to engage with.



Visitor Information Centre – Visitor book comments

Some of the comments from visitors to the Walcha Visitor Information Centre this month include: *Very helpful, lovely place. Nice friendly, lots of info. Beaut little town! Great help. Lovely & friendly. Very helpful. Free things! A well cared for town & very helpful people. Great information. New territory.*

Motorcycle Rally Update

We have been successful with our application for grant funding of \$20,000 from Regional Flagship Event fund through DNSW. We are still to hear about our request for funding through our local member.

Ticket sales are looking very good with the following ticket sales numbers as at 21 September 2023:

- 231 Rally Passes
- 134 Camping Passes
- 70 Merchandise Packs
- 1 Day Pass

As a comparison sales numbers as at 5 October 2022 were:

- 191 Rally Passes
- 130 Camping Passes
- 73 Merchandise Packs
- 10 Day Passes



Budget

REVENUE	2023 Approved Budget (ex GST)	Actual (ex gst)	comments
GRANTS			
Grant - Flagship Event Fund (application Adam Marshall (contribution requested)	\$ 20,000.00	\$ 20,000.00	
	\$ 15,000.00		
SPONSORSHIP			
Sponsorship - Major			
Sponsorship - Event and other	\$ 4,545.45	\$ 4,100.00	
INCOME - TICKETS & CAMPING			
Pre-sale 2 Day Rally Pass (Early bird price)	\$ 21,818.18	\$ 12,601.05	
Pre-sale Day tickets	\$ 3,818.18	\$ 31.82	
Pre-sale Local tickets	\$ 2,522.73		
Pre-sale Camping Fee	\$ 6,545.45	\$ 3,654.18	
Gate sales & non-early bird Rally Passes	\$ 11,818.18		
INCOME - MERCH			
Pre-sale Merch Packs	\$ 6,500.00	\$ 3,500.00	
Stubby holders	\$ 363.64		
T-shirts	\$ 3,181.82		
Leather Key Ring	\$ 454.55		
Bottle opener	\$ 227.27		
Beanie	\$ 681.82		
Caps			
Patches	\$ 454.55		
2023 Year bars	\$ 227.27		
INCOME - BAR			
Bar sales	\$ 20,000.00		
INCOME - EXHIBITOR FEES, OTHER ENTRY FEES			
Exhibitors/Stallholders 3x3	\$ 1,363.64	\$ 700.00	
Exhibitors / Stallholders 6x3	\$ 1,818.18	\$ 1,000.00	
Exhibitors larger sites		\$ 400.00	
Exhibitors - Power		\$ 190.00	
Entry Fees - Demolition Derby	\$ 909.09	\$ 90.00	
Entry Fees - Barrel Racing	\$ 500.00		
Entry Fees - Show & Shine	\$ 318.18		
Sub total	\$ 123,068.18	\$ 46,267.05	



EXPENDITURE	2023 Approved Budget (ex GST)	Actual & confirmed (ex GST)	
ADMIN & STAFF			
Admin assistance - contract	\$ 5,000.00		
Staff time	\$ 27,000.00	\$ 6,067.00	135 staff hours
OPERATIONAL			
Rubbish Removal	\$ 1,000.00		\$14.52 per bin x 50 bins?
Traffic Management	\$ 900.00		
Site Manager	\$ 3,575.00	\$ -	Aussie RV Events taking on role
Site map generation	\$ 800.00		
Security	\$ 10,000.00		anticipate cost reduction to \$9000
First Aid (Beneficial Safety)	\$ 1,100.00	\$ 1,100.00	
Loop Bus	\$ 500.00		
Showground Hire	\$ 4,600.00		
Registration tent hire	\$ 1,335.00	\$ 1,545.00	additional tent needed
Bar - Donation to Golf Club	\$ 3,000.00		
Bar - Drinks	\$ 6,000.00		
Liquor Licence application	\$ 156.00	\$ 168.00	
B&B accommodation	\$ 1,600.00	\$ 1,600.00	
Cleaning supplies	\$ 500.00		anticipate cost reduction to \$200
Sundry expenses (one-off)	\$ 500.00		
Generator, distribution board & portalo			
Fuel for generator			maximum \$500
VOLUNTEER			
Volunteer Costs (Food voucher & drink)	\$ 1,250.00		
Volunteer Costs (T-shirts)	\$ 800.00		
RV Events - volunteers (donation)	\$ 1,500.00	\$ 1,500.00	
MARKETING			
Website updates	\$ 1,600.00	\$ 1,072.50	
Videography	\$ 6,075.00	\$ 2,880.00	New supplier - cost reduced
Promotional video	\$ 800.00	\$ 1,800.00	Cost higher than anticipated
Mailchimp subscription	\$ 486.72	\$ 486.72	
Signage	\$ 1,000.00		anticipate cost reduction to \$500
Printing program & flyers	\$ 900.00	\$ 425.45	
Advertising	\$ 6,000.00	\$ 4,700.00	anticipate cost reduction to \$4700
Graphic Design work	\$ 1,500.00		anticipate cost reduction to \$1200
ENTERTAINMENT			
Bands + stage, lighting, PA hire	\$ 10,000.00		
MC	\$ 4,000.00		
TICKETING			
Ticketing Costs (commission)	\$ 1,500.00		
Wristbands	\$ 200.00		
ATTRACTIONS			
Attraction: Woodchop / work dog demos	\$ 2,000.00		to be confirmed
Attraction: Stunt Show	\$ 3,000.00	\$ 5,100.00	couldn't get original stunt act
Demo derby	\$ 1,300.00		
Attraction: Niki Zak Racing		\$ 500.00	
Burnout Comp *	\$ 1,000.00	\$ 1,000.00	sponsored



Skills demos/education	\$ 1,800.00	\$ -	anticipate cost reduction to \$0
Attraction: Childrens		\$ -	sponsored
Dirt Bike Barrel Race (prize money) *	\$ 1,150.00		
Postie Bike Events	\$ 636.36	\$ 636.36	
Show & Shine Trophies	\$ 320.00		
MERCHANDISE			
T-Shirts (merch pack & to sell on day)	\$ 3,630.00	\$ 3,693.50	
Year Bar	\$ 225.00	\$ 200.00	
Beanies	\$ 659.00	\$ 665.00	
Bottle opener	\$ 500.00	\$ 500.00	
Stubby Holders	\$ 625.00	\$ 625.00	
Paperbags for Merch	\$ 93.50		
Rally Stickers		\$ 389.00	
Sub Total	\$ 122,116.58	\$ 36,264.53	

Income \$46,267

Expenditure \$36,264

The expenditure figures in the actual and confirmed column are showing actual spend, orders raised and confirmed quotes. The cash amount spent to date is \$10,784 and this figure includes staff wages costed to the event.

Lisa Kirton

Tourism & Visitor Information Services Coordinator



Item 10:

Committee Reports

That Council RECEIVE and NOTE the Committee Reports as presented.



Walcha Council Beautification Advisory Committee Meeting Minutes

held on

Wednesday, 23 August 2023

at

2.00 pm

at

Walcha Council Chambers

The Chair welcomed all members and declared the meeting open.

PRESENT: Clr Anne-Marie Pointing, Faye (Col) King, Gweneth Higgins, Stephen King, Caroline Street, Peter Blomfield.

IN ATTENDANCE: Anna Lummis (Administration Officer), Alan Butler (Interim Director Infrastructure & Development), Robert Powell (Interim Executive Manager Urban and Utilities), Cynthia Morris (Team Leader - Horticulture), Harley Fontanella (Coordinator Urban Works), Paul Fritsch (Infrastructure Project Engineer), Michael Collins (Collins Williams Consulting Pty Ltd), Hayden Williams (Collins Williams Consulting Pty Ltd), Chris Pell (Collins Williams Consulting Pty Ltd), Rebecca Doblo (Myrtle Studio Design for Collins Williams Consulting Pty Ltd).

Committee Minutes



RECOMMENDATIONS FROM MEETING:

Nil

APOLOGIES:

Apologies: Phillip Hood (General Manager), Clr Aurora Reilly, Phyllis Hoy and Robyn Vincent.

1. CONFIRMATION OF MEETING MINUTES & ACTIONS ARISING

Previous minutes of **07 June 2023** were endorsed by members without correction.

The Chair and members provided updates on any Actions Arising from the previous meeting.

Declaration of Interests: Nil

2. GENERAL BUSINESS:

2.1 Collins Williams Consulting Pty Ltd Derby Street Upgrade pre-design consultation

Collins Williams Consulting Pty Ltd representative; Chris Pell, gave an overview of the Derby Street Upgrade project, it's objectives and scope of works.

Rebecca Doblo; a landscape architect from Myrtle Studio Design, contracted by Collins Williams Consulting Pty Ltd, provided an overview of the initial design concept for the landscaping/beautification aspects within this project. She has analysed what opportunities are available along this road into Walcha, to add more landscaping and to help people find their way into town, as this road is an important road in visitors experiences in coming into Walcha from the north and south end.

She discussed the existing use of natural materials and colours; rustic metal, recycled timber, stone walls, ochre coloured concrete, organic shapes, carved timber, chunky timber, as well as the pops of colours in the colourful mosaics, within the Walcha township landscape and how she would draw on these materials for her design work for this project.

Signage and street furniture are an opportunity to build on the existing beautification of Walcha and she has produced a signage suite; using the shape of the Apsley River as it heads east from Fitzroy Street.

Acting Director Infrastructure and Development, Alan Butler, advised that the General Manager, Phillip Hood, and himself have spoken about using the theme of these signs from this project for future projects within Walcha, to uniform the signs within Walcha.

Key site areas (5) have been identified in this design proposal for beautification works within this project:

1. Entry signs on Northern end of Derby Street
2. Area on the corner of Jamieson and Derby Street, outside of the Showground
3. Anzac Memorial Park
4. John Oxley Cairn/Millhole
5. Entry signs on Southern end of Derby Street

Members discussed the potential issues with the suggested street tree plantings, namely the Italian Cyprus species; as we have had previous disease issues with Cyprus street trees within Walcha. Members discussed a suggestion from the Team Leader – Horticulture, for ginkgo,



Chinese pistache and magnolia trees species as options instead of Cyprus as they will give the colour and style we would like and will grow here.

Another potential issue raised is the proposed low stone wall at the memorial park; there is an existing maintenance issue for staff having to cut back trees and plants at this location to allow for visibility for vehicles travelling down Hill Street turning onto Derby Street. Rebecca advised that this stonewall could be tapered down along this street to allow for clear sightlines, and spoke about the many functions this stone wall would provide; this area has quite a steep bank so it would be a flat platform for staff to stand on to maintain the vegetation and could be used to place a sign on for identification purposes and it will act as a barrier to hold vegetation in. Rebecca spoke about the design of removing the Ash trees and continuing the existing Elm tree avenue along the southern end of Derby Street near the Mill Hole/John Oxley Cairn area, to eradicate the existing problem with the Elm trees.

Members discussed the parking concept design outside of the showground; there is around 20 formalised parking spaces as well as shoulder widening to allow for non-formal car parking space for those few occasions that bigger events are held at the showground and require additional parking space.

In the next two weeks, members have been encouraged to submit any feedback on this initial design concept so that it doesn't have an impact on the project timeline.

2.2 Development of Tree Maintenance Guidelines - update

Acting Director Infrastructure & Planning discussed the development of the Walcha Council Tree Maintenance Guidelines, what will be included in this document and its objectives.

This document will include standard terminology so that everyone (staff, councillors and residents) is on the same page in regards to what Walcha Council is doing with trees, plants and open spaces (grass). These guidelines follow the Australian Standard "*Pruning of Amenity Trees*" AS4373-2007.

We currently have trained staff on our Urban Works team to undertake our tree maintenance and these guidelines will document what trees we have in what streets and the frequency these trees, plants and open spaces will be maintained, what we will plant and how we will undertake planting. This guidelines document is a live document that will be updated as needed to continue to meet best practice.

It will include a 5 – year tree planting plan and a tree preservation policy practice. These guidelines will be a public document and the public will have access to it.

2.3 Update on pathways & pool refurbishment projects

Infrastructure Project Engineer, Paul Fritsch gave an update on the pathways and pool amenities refurbishment projects.

The pathways project is broken into 3 projects; pathways in and around town, pathway along Darjeeling Road and extension of pathway to Summervale, and overall will be 10.5km of pathways. These pathways will be designed by one contractor and will then have multiple contractors for the construction, to meet the tight timelines with a high-speed execution of the construction of these projects.



Two of these pathway projects (along Darjeeling Road and extension of pathway to Summervale) have the opportunity for beautification aspects (such as street furniture, artwork, tree plantings) to be included, therefore feedback is being sought from this committee.

The project for pathways in town doesn't have the opportunity for beautification aspects as it is in built up residential areas; connecting the existing network of footpaths, and does not have the room or freedom to put anything in the nature strips in front of residential houses.

The Darjeeling road pathways project begins at the corner of the John Oxley Sportsground where the current footpath ends, and follows Darjeeling Road all the way down to the Lions Park on the corner of Darjeeling Road and Fitzroy Street. There are sections along here where opportunities exist for possible beautification elements to be implemented such as artwork/sculpture, a little shelter, seating or a table, plantings as examples;

1. Outside the racecourse across from the general cemetery.
2. A section on Darjeeling Road before the Lions Park.
3. Outside of the Lion's Park on Darjeeling Road; there is a stormwater drain where a fabricated bridge is proposed to cross this drain. Members discussed if it is possible for this drain/gully to be lined with rock and stone and plantings to make it more aesthetically pleasing, Paul advised that there is a design for a fair amount of gabion being used for a rock bed to encourage water flow down to this drain, near this area so they could potentially extend this down to the rest of the drain area.

Interim Director Infrastructure and Development discussed the recent gabion scour work that has been done on the Off Creek Storage Project; this is a different application to what this project requires but it would achieve the same outcome.

The Summervale pathways extension project begins where the current footpath ends at the back of Walcha Central School, and moves along the road reserve "Yellow Street" to Emu Creek Road. There are sections along here where opportunities exist for possible beautification elements to be implemented such as artwork/sculpture, a little shelter, seating or a table, plantings as examples.;

1. In the Yellow Street (segment 2-4) road reserve area.
2. Along Emu Creek Road (segment 14-15), in the road reserve area.
3. Along Emu Creek Road (segment 23), in the road reserve area.
4. Outside the Western entrance of the Summervale Reserve (segment 31), in the road reserve area.

The pool amenities refurbishment project involves upgrading the amenities building at the Walcha Pool, including an electrical upgrade. This project timeline is due to be completed by this pool season; there may be some overlap with the pool season but if this is to occur provisions will be made to enable patrons to still use the pool whilst this construction works are being undertaken. Members enquired about the pool leak problem and the Infrastructure Project Engineer advised this will be completed after this pool season separately to this amenities refurbishment project.

Within this amenities refurbishment project, there is the potential for beautification aspects to be included in the way of garden beds/tree plantings and artwork (murals etc) at the entrance. Members spoke about keeping the existing round garden at the entrance but tidying it up and changing the plant species.



Action: Secretariat to forward aerial photos and slides from this presentation to the Committee Members for their information and further input into the beautification aspects.

Action: Acting Director Infrastructure and Development to provide photos of the gabion scour work that has been completed on the Off Creek Storage Project to the Secretariat to forward to Committee Members.

3. OTHER BUSINESS:

3.1 Tree pruning letter received from members regarding recent tree pruning in Croudace & Lagoon Streets

This letter was tabled at the meeting, Acting Director Infrastructure and Development advised that the Tree Management Guidelines document is being drafted to formalise Council's procedures and processes on tree pruning and plantings, this document is a live document that will be amended and updated to meet the ongoing needs of the trees, plants and open spaces (grass) within our town.

The staff undertaking these pruning works are trained to do these works and are in their positions because they love the work they do and want Walcha to look it's best but also be safe for everyone.

The decisions made on tree maintenance are made for logical reasons and not everyone will always agree on the decisions made, but Council acknowledges that communicating these decisions regarding tree removals and/or maintenance could have been better, and have been working on better communication to the residents of Walcha since this tree pruning occurred.

3.2 Rose garden fence

Peter Blomfield advised that a few residents of Walcha have mentioned that the current stone edge fence needs a linking chain or similar around it.

Director Infrastructure and Development and the Urban Works team advised that the stone edge fence option was chosen to keep the space open and inviting and to showcase the roses. Acting Director Infrastructure and Development advised this could potentially be a future project with future funding but that the current project funds are spent.

3.3 List of potential projects for the Beautification Committee

Peter Blomfield spoke about the need for a potential project list to be added as an ongoing agenda item, to enable members to advise Council of these projects and what their costs are so that funding can be allocated to them when funding becomes available. He has drafted a list and will pass on to the secretariat to format into a document. The rose garden fence mentioned in Item 3.2 will be on it.

He spoke about his view on the streetscape of Walcha and he believes it has slipped in the last 4 years and hasn't been finished. He spoke about how the Committee previously always had an annual budget allocation to work on the streetscape and certain projects but with the changes in General Managers, Councillors and budgets, there has no longer been an allocation of funds in the budget to do this and he believes it urgently needs to be readdressed.



Action: Secretariat to format this potential project list and add as an ongoing agenda item for future meetings.

Action: Acting Director Infrastructure and General Manager to look over the Masterplan for Arts cohesion that is coming from our document storage and see if this includes beautification plans and if so, is being followed.

Action: Consider the inclusion of an annual budget amount to the Beautification Committee as in previous years, to enable the streetscape to be finished and other projects such as garden bed plantings to be undertaken.

Next Meeting: Wednesday 22 November. This will be set 0.5 – 1 hour earlier than the current meeting start time of 2:00pm; to allow for necessary Council staff to attend the whole meeting.

THERE BEING NO FURTHER BUSINESS THE CHAIR THANKED MEMBERS AND DECLARED THE MEETING CLOSED AT 4:50PM.



Walcha Council Arts Advisory Committee Meeting Minutes

held on

Tuesday, 29 August 2023

at

9.30am

at

Walcha Council Chambers

The Chair welcomed all members and declared the meeting open.

PRESENT: Mayor Eric Noakes (Chair), Cllr Nena Hicks, Phillip Hood (General Manager), Paula Jenkins, Stephen King, Yvette Stanton, Michael Luchich, Lisa Kirton (Tourism & Visitor Information Services Coordinator), Anna Lummis (Infrastructure & Development Support Officer), Harley Fontanella (Coordinator Urban Works), Alan Butler (Acting Director Infrastructure & Development), Paul Fritsch (Project Engineer).

Committee Minutes



RECOMMENDATIONS FROM MEETING

4.1 Council Arts Restricted Funds

RECOMMENDATION: That Council allocate \$5,000 for Capital Artwork in next year's budget.

4.4 Collins Williams Consulting Pty Ltd Derby Street Project Upgrade Pre-design Consultation

RECOMMENDATION: That Council consider as part of the Derby Street Upgrade Project, "Dunghutti Country" signage be placed at town entrances.

RECOMMENDATION: That Council consider the Committee's concerns on the concept design aspect in the change to traffic conditions on the Derby Street/Jamieson intersections and the danger it presents to the community.

RECOMMENDATION: That Council consider the Committee's concerns on the concept design inclusion of the additional gardens outside of the showground.

4.2 Council Projects

RECOMMENDATION: That Council consider the removal of the round garden bed at the pool entrance during the pool amenities refurbishment project; as it is more aesthetically pleasing and practical to have it removed.

5.1 Other Business

RECOMMENDATION: That Council send a letter of thanks to James Rogers for his service to the Arts Advisory Committee.

APOLOGIES:

Lauren Mackley (Arts North West)

1. WELCOME TO NEW MEMBERS, COMMITTEE TOR & CODE OF CONDUCT

Yvette and Michael spoke about their reasons for joining the committee and members and attendees introduced themselves.

2. CONFIRMATION OF MEETING MINUTES & ACTIONS ARISING

Previous Minutes of **6 June 2023** Meeting were adopted without amendment and updates on Actions Arising were provided.

3. DECLARATIONS OF INTEREST:

Yvette Stanton is a member of the Walcha Famers Markets Committee.

4. GENERAL BUSINESS:

4.1 Council Arts Restricted Funds

The resolution was passed by Council to create the Arts Restricted fund but it doesn't have any money allocated yet as this year's budget didn't include it, but it is there if the committee were to get any donations; and for future years' budget allocation, to grow this reserve.



Stephen King asked if any previous donated funds were able to be identified and General Manager, Phillip Hood, advised that after looking back through the numbers, any of those donated funds had already been spent and any amounts that were in previous adopted Council budgets weren't ever held in reserve, they were only by convention rolling over.

Stephen asked if Council decided to allocate the \$5,000 every year ongoing to the Arts Committee; Mayor, Eric Noakes and General Manager, Phillip Hood, explained that the resolution was only to create a reserve fund but the allocations year to year would be decided with each budget that gets approved and adopted by Council.

Mayor, Eric Noakes advised we couldn't find a previous resolution to Council for the \$5,000 budget each year.

Members discussed proposing \$5,000 be in next year's budget for Capital Artwork.

Action: General Manager to confirm if Arts Northwest have made a submission for the "A New Look at Culture" Discussion Paper on behalf of the committee for the maintenance of artwork.

4.2 Current & Future Council Project/s Update

Infrastructure Project Engineer, Paul Fritsch gave an update on the pathways and pool amenities refurbishment projects.

The pathways project is broken into 3 projects; pathways in and around town, pathway along Darjeeling Road and extension of pathway to Summervale village, and overall will be 10.5km of pathways. These pathways will be designed by one contractor and will then have multiple contractors for the construction, to meet the tight timelines with a high-speed execution of the construction of these projects.

Two of these pathway projects (along Darjeeling Road and extension of pathway to Summervale village) have the opportunity for streetscape aspects (such as street furniture, artwork, tree plantings) to be included, therefore feedback is being sought from this committee. The project for pathways in town doesn't have the opportunity for streetscape aspects as it is in built up residential areas; connecting the existing network of footpaths, and does not have the room or freedom to put anything in the nature strips in front of residential houses.

The Darjeeling road pathways project begins at the corner of the John Oxley Sportsground where the current footpath ends, and follows Darjeeling Road all the way down to the Lions Park on the corner of Darjeeling Road and Fitzroy Street.

Yvette Stanton noted that having a pathway going through the off-leash dog area within John Oxley oval might be off putting for some people wanting to use this footpath. Members discussed that there wasn't anywhere else in this location that the pathway could go and there aren't an excessive amount of dogs using this off-leash area at any one time.

There are sections along here where opportunities exist for possible art and beautification elements to be implemented such as artwork/sculpture, a little shelter, seating or a table, plantings as examples;

1. Outside the racecourse across from the general cemetery.
2. A section on Darjeeling Road before the Lions Park.
3. Outside of the Lion's Park on Darjeeling Road; there is a stormwater drain where a fabricated bridge is proposed to cross this drain.



Mayor, Eric Noakes, asked if the refuge will remain on the corner of Darjeeling Road and Towers Street and Infrastructure Project Engineer, Paul Fritsch, advised it would not be remaining, due to the width of the road not allowing the clearance for this.

The Summervale village pathways extension project begins where the current footpath ends at the back of Walcha Central School, and moves along the road reserve "Yellow Street" to Emu Creek Road. There are sections along here where opportunities exist for possible art and beautification elements to be implemented such as artwork/sculpture, a little shelter, seating or a table, plantings as examples.;

1. In the Yellow Street (segment 2-4) road reserve area.
2. Along Emu Creek Road (segment 14-15), in the road reserve area.
3. Along Emu Creek Road (segment 23), in the road reserve area.
4. Outside the Western entrance of the Summervale Village (segment 31), in the road reserve area.

Michael Luchich noted that the term "reserve" should be removed from the slides to be respectful, Paul advised he sourced this term from the sign outside of the reserve, and it is also referred to "Summervale Reserve" in our rates and mapping systems. He will change this term to "Village" in the slides to not create confusion with the property next door called "Summervale".

Mayor, Eric Noakes, enquired about the ongoing maintenance costs to Council in placing the pathway in Yellow Street which currently has livestock grazing this reserve, but won't have this capacity after placing the pathway in this reserve. Paul advised that an option could be to have the corridor fenced along the pathway to allow for the remaining reserve area to still be grazed, but this 700m of fencing would have a significant cost.

Tourism and Visitor Information Services Coordinator, Lisa Kirton advised that it is not close enough to town for sculptures to be erected at these places as part of the open-air gallery, as the open air gallery is within the Walcha township and it might be too far to go out of town to see a sculpture as part of this gallery, although members agreed that it is important to have an Indigenous artwork of some form at location 4 (outside the Western entrance to the Summervale village).

The pool amenities refurbishment project involves upgrading the amenities building at the Walcha Pool, including an electrical upgrade. This project timeline is due to be completed by this pool season; there may be some overlap with the pool season but if this is to occur provisions will be made to enable patrons to still use the pool whilst this construction works is being undertaken.

Within the amenities refurbishment project, there is the potential for art and beautification aspects to be included in the way of artwork (murals etc) and garden beds/tree plantings at the entrance.

Members suggested that some extra seats are needed outside the entrance to the pool for children waiting to be collected etc. or put a timber seat on top of the nib wall that is being kept for seating.

Members don't believe the garden should be kept as part of the design and would like it removed as the design looks aesthetically more pleasing, practical and streamlined without a garden where it is currently.



Stephen King advised a sculpture could be used in place of the round garden bed.

Action: Secretariat to forward aerial photos and slides from this presentation to the Committee Members for their information and further input into the art and beautification aspects.

4.3 Grant Funding Applications – Update

Arts North West Representative, Lauren Mackley provided an update to General Manager, Phillip Hood, via email during the meeting that she will be submitting an application for the FRRR – Small and Vital Funding Round 2023, for the Walcha Creative Wayfinding' Project on behalf of the committee, before it closes tomorrow at 2:00pm, She advised Arts North West have to apply for the funding because it is not open to Local Councils and that they have a great relationship and a long history with FRRR, so this may also work in our favour.

She has drafted a letter of support to be placed on the Council letterhead.

Stephen advised that we need to look into a suitable grant for the Shirley Davidson Bridge art work, this location is where the Mother sculpture was placed but it was decided to find a more suitable artwork for Shirley.

Clr Hicks suggested that members should subscribe to Arts NorthWest Newsletter, to be aware of potential funding that could be applied for on behalf of the committee.

Action: Stephen to follow up with Tyler Stackman regarding painting totem poles to install at the Shirley Davidson bridge.

Action: Arts North West Representative, Lauren Mackley to look into a suitable grant to cover the cost of this artwork at the Shirley Davison bridge.

Action: Committee consider that the rainbow serpent be one of the chosen artworks for the plaque installation under the FRRR –Walcha Creative Wayfinding' Project, as the Visitor Information Centre get a lot of enquiries regarding this artwork.

4.4 Collins Williams Consulting Pty Ltd Derby Street Project Upgrade Pre-Design Consultation

Acting Director Infrastructure and Development, Alan Butler, gave an overview of the Derby Street Upgrade project, it's objectives and scope of works on behalf of Collins Williams Consulting Pty Ltd.

He gave an overview of the initial design concept for the streetscape aspects within this project. Rebecca Doblo; a landscape architect from Myrtle Studio Design, contracted by Collins Williams Consulting Pty Ltd, has analysed what opportunities are available along this road into Walcha, to add more elements to help people find their way into town, as this road is an important road in visitors experiences in coming into Walcha from the north and south end.

She identified the existing use of natural materials and colours; rustic metal, recycled timber, stone walls, ochre coloured concrete, organic shapes, carved timber, chunky timber, as well as the pops of colours in the colourful mosaics, within the Walcha township landscape and how she would draw on these materials for her design work for this project.

Signage and street furniture are an opportunity to build on the existing streetscape of Walcha and she has produced a signage suite; using the shape of the Apsley River as it heads east from



Fitzroy Street, to uniform signage within Walcha, members stated this was a clever design aspect.

Stephen King advised he feels these signs are the same as every other town has, they feel generic and don't suit the uniqueness of Walcha. He feels we are just constantly building up signs whereas we always wanted to reduce signs within Walcha to keep the natural landscape prominent. He does like the drive to use repeat materials within our streetscape so that we can uniform our streetscape, which the signs do. He believes we should have "Welcome to Dunghutti Country" on our entry signs and members agreed. He asked if we could potentially have this in COR-TEN material placed under the exiting signs instead of new signs. Mayor, Eric Noakes, asked if with this sign design are we stepping away from our sculptural type signage and adding another medium when we are trying to uniform the signage? Should we be looking to our local artists to make these signs instead, is this possible? He also mentioned the sticking point with the Quota Club signs and does Council want to bring this back to the table by removing/replacing them?

Members are concerned about the costs of these signs and if they are even needed, could the money be better spent elsewhere, could more road be rehabilitated instead?

General Manager, Phillip Hood, asked members for their opinion on the aesthetic of the signs and members agreed with Stephens comments above.

Yvette Stanton advised there is no option to hang the Walcha Farmers Markets on the replacement signs in these designs, like we have with on the existing entry signs.

Key site areas (5) have been identified in this design proposal for streetscape works within this project:

1. Entry signs on Northern end of Derby Street
2. Area on the corner of Jamieson and Derby Street, outside of the Showground
3. Anzac Memorial Park
4. John Oxley Cairn/Millhole
5. Entry signs on Southern end of Derby Street

Members discussed the parking concept design outside of the showground; there is around 20 formalised parking spaces as well as shoulder widening to allow for non-formal car parking space for those few occasions that bigger events are held at the showground and require additional parking space. Members are concerned with the design of reverse parking and it being a safety issue with the large number of children that use this facility.

Members discussed the addition of the garden area on the corner of Jamieson Street and Fitzroy Street and don't believe it is necessary and will create ongoing maintenance costs to Council.

Members discussed the potential tree plantings, namely the Italian Cyprus species and don't feel that this species shape looks aesthetically pleasing.

Steven King would like it noted that he would like some of the stencilling that is on the current pathways in Fitzroy and Derby Streets, to be included (in sections at least) on any new footpaths within Walcha (this project and the pathways project). Members discussed the implications of this stencilling on walking with prams and children using scooters.



Stephen spoke to the Walcha Show Society president Daniel Kermode regarding the possibility of getting a sign writer to paint "Walcha Showground" on the Youth Hall roof to enhance this building.

5. OTHER BUSINESS:

5.1 Outgoing member - James Rogers

Clr Nena Hicks and other members agreed a letter of thanks should be sent to James Rogers for his outstanding service to the Arts Advisory Committee during his long term membership.

5.2 Hospital Wall Mural and The Mother Sculpture

Stephen King advised he has spoken to Charlie Nivison regarding the Hospital Wall mural completion timeline and it will be the end of December, he enquired how the arts committee are going to pay for this. He estimated that the amount for the mural would be \$15,000 and it could come from LRCI 4 funding. He would get a firm price before the next meeting to submit this to Council.

Action: Stephen to source a firm price for this mural before the next meeting to submit to Council.

Next Meeting: TBA

THERE BEING NO FURTHER BUSINESS THE CHAIR DECLARED THE MEETING CLOSED AT 12:05PM.



Item 11:

Delegate Reports

That Council RECEIVE and NOTE the Delegate Reports as presented.



2.00pm – 4.00pm Monday 21 August 2023

Face-to-face: Bingara Living Classroom, 1 Killarney Gap Road, Bingara NSW

Zoom Meeting: <https://us06web.zoom.us/j/85349941851>

MINUTES	ACTIONS
<p>ITEM 1 Welcome and Apologies</p> <p>Meeting open: 2.02pm Alistair Noble provided Acknowledgement of Country.</p> <p>Attendance in person: Lauren Mackley(ED), Alistair Noble, Bridget Guthrie and Rebecca Ryan</p> <p>Via Zoom attendance: Sandy McNaughton, Tania Hartigan, Scott Pollock, Peter Ross, Rachel Parsons, Leanne Doran, Scott Pollock, Susan Frater-Sims,</p> <p>Apologies: Vivien Clyne and Anna Watt</p> <p>Absent: Lee Mathers, Cr Brook Southwell, Clr Susanna Pearce, Sarah Reddington, Tiffany Galvin, Nena Hicks, Kelly James, Ruth Neave, Tara Toomey</p>	<p><i>RESOLVED: That the Apologies be recorded</i></p>
<p>ITEM 2 Minutes, Actions and Matters Arising</p> <p>Minutes SAC Meeting 25 May, 2023</p> <p><i>Appendix One: Arts North West Strategic Advisory Committee Meeting Minutes 25 May, 2023</i></p>	<p>The minutes of the ANW Strategic Advisory Committee from the previous meeting 25 May, 2023 are adopted as a true and accurate record</p> <p><i>Moved: Alistair</i> <i>Second: Sandy</i></p>
<p>ITEM 3 SAC Nominations</p> <p>Christine Valencius from Uralla Council has resigned from the SAC and the ANW Board. There is now a vacancy for the SAC to nominate to the board.</p> <p>SAC seeking clarification if the SAC nomination must be already from the SAC or a community member nominated by the SAC. This is to be investigated by the ED.</p> <p>ED will send the nomination forms to the SAC members.</p>	<p><i>Noted</i></p>
<p>ITEM 4 Recovery and Restart Fund</p> <p>Arts North West has secured funds from Create NSW as part of the Recovery and Restart Fund. ANW obtained the funds to investigate</p>	<p><i>Noted</i></p>

changing audience engagement and avenues for development in our post covid world. The programming ANW will develop includes:

Arts North West ON TOUR –

- Venues, locations, stages etc who would host performing arts offerings in each LGA
- Community organistaions who would embrace performing arts opportunities in each LGA

Feedback:

Smaller halls are been activated and seen as feasible sites and interested parties throughout the region:

Narrabri- Baan Baa and Gwabrgar

Gunnedah – Emerald Hill, Pialloway

Community Hall Associations

Boost to Nighttime Economy and can be partnered with local pubs, clubs etc – Tamworth does this well.

Email to all SAC members to obtain listings.

CBD and Pop-up activations –

- Possible regional programming includes street art activations, projection projects, public spaces performance and activation projects etc
- Existing open space activations in LGA's including festivals, concerts, markets etc

Feedback:

Armidale – Blackgully Festival in November

Tamworth – Frost Over Barraba, TCMF

Narrabri – Create and Narrabrite

Needs identified:

Business support for Street art on commercial premises

Listing of Public art in each LGA or in the region

Pop-up kit to be shared in the region with speakers, lights, bunting, flags, seating etc

Increase artist in residence in regional areas

Audience Evaluations –

- Significant events throughout LGA's that would benefit from audience and event evaluations.
- Information required by LGA's and community organistaions.

Feedback:

- Overnight Stays
- Spend at the event
- Postcodes of participants
- Age, demographics, CALD, First Nations
- Creative Industries employed
- Volunteers
- Partnerships

An email with the abovementioned questions will be distributed to SAC members, relevant council staff, regional contacts and Visitor Information Centers throughout the region.

ITEM 5

A New Look at Culture – Create NSW Briefing Paper

PILLAR 1 First Nations First

Recognising and respecting the crucial place of First Nations stories at the centre of Australia's arts and culture.

- Culture needs to be shared appropriately in consultation with First Nations people.
- Support for Training and employment in the creative industries in the region
- Competitive pay rate to attract skills required in organisations.
- Aboriginal arts is more than just 'Dot art'
- Large cultural load for knowledge holders – lack of funding to promote themselves.

PILLAR 2 A Place for Every Story

Reflecting the breadth of our stories and the contribution of all Australians as the creators of culture

- Regional Australia at the forefront – Not just Sydney
- Strong regional focus and equal access to funding, especially for small and medium organisations
- Regional NSW have a large % of population attend – larger than Sydney but the metrics don't look as good, if you are just looking at numbers.
- Outreach in regional Australia lacks authenticity
- No meaningful design or development of programming with outreach services – opportunities in regional NSW during harvest? Don't work in regional areas?
- Regional Touring Fund \$\$ given to Metro orgs touring regional areas
- Regional areas are always in recovery, response or preparedness of natural disasters – must be considered. And affects audience's ability to participate - Acknowledgement of capacity of regional communities and respect for peoples time
- Energy provision disrupts our landscapes and demographics in regional NSW

PILLAR 3 Centrality of the Artist

Supporting the artist as worker and celebrating artists as creators.

- Vital – Without artists there is no art
- Development – rather than just demanding excellence.
- Networking is vital
- Cross- collaboration
- Cross-discipline especially with film media is confusing.
- What is digital attendance – needs clarification and standardisation
- Clarity around superannuation for contractors
- Tertiary education and reinstate TAFE – pitched affordable and to school-based leavers as a career

PILLAR 4 Strong Cultural Infrastructure

Providing support across the spectrum of institutions which sustain our arts, culture and heritage.

	<ul style="list-style-type: none"> • New infrastructure required. • Easier for community groups to get funding • CBD and empty spaces projects need to be rolled out for the creative industries. • Masterplans for Cultural Precincts in Tamworth and Gunnedah • Updating existing infrastructure that is not fancy but required e.g. – toilets. • Sound and lighting investment in Regional NSW • Regional touring mandated but no ability for regional venues to take on product – eg sound and lighting capabilities lacking or environmental and humidity controls required. • Funding in regional areas is disproportionate to cities but labour is more expensive <p>PILLAR 5 Engaging the Audience Making sure our stories connect with people at home and abroad.</p> <ul style="list-style-type: none"> • How to get audiences to take risks? • Education about regional shows - so people stop going to the city or people are willing to pay ticket prices for shows in regional areas that are same quality but audiences want to pay less because it's in a regional area • Get regional art critics or metro art critics to regional areas • Cultural tourism packages for Regional NSW to include galleries, community events etc • Transport is a huge issue in Regional NSW • Accommodation constraints • Lack of disposable income to enjoy arts and cultural offerings 	
Item 6	<p>ANW PROGRESS REPORT 2023 ACTIVITIES</p> <p><u>6.1. Aboriginal Cultural Support</u></p> <p>6.1.1 - IVIAS Update</p> <p>Indigenous Visual Arts Industry Support (IVAIS) is funding is to support and foster Aboriginal artists in the New England North West of NSW to increase economic viability for visual arts and visual arts practices. In 2022/2023 Arts North West delivered the below programming as part of our Aboriginal Cultural Support Program:</p> <ul style="list-style-type: none"> • Cultural Leaders Network Forum – Tamworth Regional Council area with participants from 11 LGA's • Cultural Governance Workshop - Tamworth Regional Council area with participants from 11 LGA's • Cultivating Strong First Nations Artists – - Narrabri Eco Dying Community Workshop 13th December 2022 - Consultation with Women's Group in Glen Innes -6 December 2022 - Narrabri Workshop Meet and Greet 29 November 2022 - Gunnedah Pop in visit meet and greet- 29 November 2022 - Bio headshots and artist statement in Glen Innes • 'Ngaarr, Wandabaa, Thanbarran' pop-up Art Exhibition at 	<p>MOTION: That the Executive Director's report and accompanying project reports be noted.</p> <p>Moved: Tania Second: Scott</p>

- Tamworth Youthie – Tamworth Regional Council
- Gather and Trade – Glen Innes – Adele Chapman-Burgess- x 6 artisans
- Gather and Trade – Wallabadah – Tania Hartigan – x 5 artisans
- Gather and Trade – Tamworth NAIDOC Markets – Will Keogh (Tamworth) x 11 Artisans
- Gather and Trade - Narrabri – Ethan Towns (Wee Waa) x 8 artisans
- Here, Now and Always – All regions
- Dessert Pea – Crossroads Project- Moree Plains Shire Council
- Yinarr Maramali – Dhiriya: For Our Elders: For Our Elders – Tamworth Regional Council
- Homelands Exhibition at 2 Rivers Pty Ltd -Tamworth with artists from Liverpool Plains, Glen Innes and Armidale
- National Indigenous Arts Fair – Sydney artist's from Liverpool Plains and Glen Innes with Project Management from Tamworth
- Introduction to Cultural Tourism Online Workshop
- Elevate your Creative Practice Online Workshop

The acquittal for 2022/2023 has been submitted.

6.1.2 - IVIAS Funding

Arts North West have secured long-term funding for our Aboriginal Arts Support Program through IVIAS to deliver assistance to Indigenous artists in the New England and North West region of New South Wales to participate in marketing and professional development opportunities.

Preliminary discussions with the ANW Aboriginal Steering Committee have suggested the need for ANW to engage an AAO or Aboriginal staff member one day per week to coordinate programming but maintain the engagement of contractors in each area to deliver the programming. The ANW Aboriginal Arts Steering Committee have identified the need for the below programming to be delivered in 2023:

- Networking forums
- Cultural governance for institutions and in community
- Exhibitions and curatorial opportunities
- Continue with 'Gather and Trade' Markets, National Indigenous Arts Fair and 'Here, Now and Always' as well as the purchase of a trailer for the markets.
- Professional Development
- High-quality creative development in any arts practice not just contemporary interpretations of traditional practices
- Mentoring

6.1.3 - ANW Aboriginal Arts Strategic Plan

The Arts North West Aboriginal Arts Strategy 2020 -2022 lapsed in

2022. The Aboriginal Arts Steering Committee has also been consulted regarding the structure of the development of the 2023 – 2026 Arts North West Aboriginal Arts Strategic Plan. The Aboriginal Arts Steering Committee is happy to utilise their channels and work with ED to develop the questions and engagement strategies as well as delivery. A contractor will be engaged to identify the outcomes from the consultation to inform the development of the plan.

6.1.4- ILA- 'In our Hands'

In Our Hands provides Aboriginal-led hands-on curatorial skills and cultural support to 10 Aboriginal people currently working within the arts sector (galleries/cultural centres) throughout the New England/North West region of NSW. Learned skills will be taken home to implement in workplaces to ensure cultural protection, best practices, and sustainability. This project has been managed collaboratively by Outback Arts and Arts North West. The final exhibition was delivered at the Coonamble Creative Arts Gallery on Wednesday 12 July and continues until 1 September 2023. ANW has Tania Hartigan, Sophie Honess and Adele Chapman Burgess exhibiting works in the final exhibition. This program is now completed with the acquittal due on 30 September 2023. This project was funded by the Indigenous Language and Arts Program through the Federal Government

6.1.5 - The Coolabah Project

Arts North West received funding through the Youth Opportunities Program from the Department of Community and Justice to work with young people to develop Cultural Tourism Businesses. ANW has engaged Gomerioi young person Will Keogh as Project Manager and currently has seven active participants from the Gomerioi Nation from Tamworth, Liverpool Plains and Gunnedah Local Government areas.

7 Enable Arts

The EOI for the Arts North West Enable Arts Steering Committee is now open. Currently, there have been five submissions, we are seeking seven people to be part of the committee. ANW requires 2 more applications.

8 Arts North West Connect

Arts North West has identified the searching and filter tools on the website are an issue for the functionality and accessibility of information for the site. We are currently seeking solutions to improve this platform before adding more elements and dimensions to the website. We currently have 160 profiles and 112 venues, totaling 272 entries.

9 Arts North West ON TOUR –

Arts North West delivered The Melbourne International Comedy Festival at the following venues:

- Coonabarabran
- Inverell
- Glen Innes

- Tenterfield
- Gunnedah

Arts North West delivered A Little Bit of Blue! by Little Wing Puppets

- Tenterfield
- Armidale
- Quirindi
- Gunnedah
- Bingara

The below productions are touring later in 2023:

Hiccup! - Windmill Theatre Company 12 – 22 September

- Tamworth
- Gunnedah
- Narrabri
- Armidale

The End of Winter - Siren Theatre Co and Critical Stages Touring Venues to be confirmed a number are interested (including Coonabarabran) but shifting dates keep changing who can take the show. Is independently showing in Tamworth.

6.2 - Strategic Projects

6.2.1 - Reflections

'Reflections' is a RAF Funded project aimed to provide an opportunity for professional networking, strengthen our regional identity, provide creative opportunities to learn, grow and share and explore creative interpretations of our creative landscape. The mentor and mentee will capture two community arts workshops in the New England North West through digital media. Focusing on the stories, the interactions, the texture, the materials, and the process of each workshop. Ultimately reflecting on creative practices that bring communities together. This will create space for reflection and the creation of digital stories, that will be shared in a touring exhibition.

Suzie Wicks (Uralla) and Shea Duncan (Moree) worked with BAMB to capture the stories and the practice of the Euraba Papermakers in Boggabilla on 30 March, 2023. Dates are yet to be confirmed for a second visit to capture the Elders stories. Mike Terry (Armidale) and Ijamaa Stephenson (Armidale) captured a Silk Screen workshop with Suzie Spencer with the Black Gully Printmakers at the Museum of Printing, Armidale on 29 July 2023. ANW are currently in discussions with Tamworth Regional Gallery, BAMB and NERAM to finalise exhibition dates.

6.2.2 - Regional Futures

Arts North West was part of the delivery of the Regional Futures project. The project has been a 2 year state-wide program delivered by the RADO network focusing on the creative development and conversations that places artists at the centre of a dialogue exploring a future vision, for the place where they live and

creatively responding to the question 'What does the future of the region look like?'. The project culminated in an Exhibition 'Artists in Volatile Landscapes' and a 1-day Symposium, responding to the aforementioned themes at The Casula Powerhouse Art Centre, Liverpool, Sydney.

Arts North West has supported four regional artists from the New England North West to develop two collaborative projects to be part of the Regional Futures Project. Creatives involved in the project include Mike Terry (Armidale), Alana Blackburn (Armidale), Joanne Stead (Tamworth) and Tania Hartigan (Liverpool Plains)

6.2.3 Work of Art

Work of Art is a project by Regional Arts NSW, funded by Women NSW. Around 70 regional women will participate in a program of work to help develop skills, strategies, confidence, and connection to help grow their creative enterprise.

Fourteen Regional Arts Development Organisations (RADOs) will partner with RANSW to deliver the program across most of regional NSW. Creative Plus Business will be the lead delivery partner, along with an array of industry mentors and presenters.

Activities over 17 months will include:

- online training courses
- in person, 1-day workshops at your nearest regional hub
- Monthly online networking sessions
- online Industry Mentor group sessions
- online problem solving sessions
- Peer coaching: training and support to participate in a small online group
- Industry visits to see how others work
- Co-designing a major regional forum and showcase
- Attending the forum and showcase event in a NSW regional center
- Evaluation of program

There is no cost to the women participating in the program. Participants will receive travel and accommodation costs. There will be assistance with childcare if needed. Membership of the Rural Women's Leadership Cooperative an RANSW is included. Applications have closed and submissions are currently being assessed.

6.2.4 Horizons

Horizons will support young regional creatives to look to the future and establish pathways to working professionally in their chosen field. 75 young people will be linked with 15 mentors from a range of disciplines to build creative capacity and employment pathways in the creative industries. Each RADO has five young people they can nominate. This project is still in it's infancy. This project is grant funded by Regional Youth Investment Program and there is no financial contribution required by ANW.

	<p>6.2.6 Yarnbombing Arts North West is working with BAMB to extend the ‘Yarnbombing project’ to include the site-specific activation in local hospitals as part of arts in recovery and wellbeing project. This project will be further underway once the Project Officer has stated with ANW.</p> <p>6.2 Strategic Partnership Projects</p> <p>Delivered</p> <ul style="list-style-type: none"> • Felting Hands on the Moree Plains – Moree Plains Shire Council- delivered in the community halls of Mungindi, Boomi, Pallamallawa and Garah. These workshops will provided an opportunity for participants to learn a range of felt-making techniques and will be inspired by gathering and chatting, reconnecting, and checking in with their mental health. • NAIDOC Markets with Tamworth NAIDOC Committee – Tamworth Regional Council – Delivered as part of NAIDOC Week with over 800 attendees and 8 stall holders with over 15 artists contributing and showcasing our regions First Nations artisans. <p>In Progress</p> <ul style="list-style-type: none"> • Cyrill Knox Art Prize - Narrabri Shire Council and Whitehaven Coal – Narrabri Shire Council LGA • Arts and Cultural Plan Consultation – Tamworth Regional Council LGA • Murals – Boggabri Public School – Narrabri Shire Council LGA • Celebrating Living Culture – Armidale Cultural Centre and Keeping Place – Armidale Regional Council LGA • Music NSW Networking Event – Music NSW – Tamworth, Armidale. Tenterfield LGA’s • Banskia Mental Health Hospital Redevelopment – Tamworth - Tamworth Regional Council LGA 	
MINUTES		ACTIONS
	<p>Other Business</p> <ul style="list-style-type: none"> • Add the ANW Strategic Plan Report in the SAC Minutes • The SAC to meet prior to the Board Meeting 	
ITEM 7	<p>LGA What’s On</p> <p>Tania Hartigan – Liverpool Plains</p> <ul style="list-style-type: none"> • The Home Program at Tamworth Regional Gallery and Tania will catch-up with the Royal Theatre to understand what is happening to the space. <p>Leanne Doran – Uralla</p> <ul style="list-style-type: none"> • Myall Creek Massacre Commemorations • Ceramic Break Sculpture Park 	

	<p>Rachel Parsons – Armidale</p> <ul style="list-style-type: none"> • Winter Blooming Festival just finished – LGBTQIA+, First Nations and CALD Communities celebrations, panel discussions, workshops etc • NERAM’s 40th year – Contemporary response to the NERAM Collection <p>Sandy McNaughton – Moree</p> <ul style="list-style-type: none"> • BAMB is hosting ‘Light it up’ in Moree • Sandy has started new role as flood recovery position at Moree Plains Shire Council with a lot of arts and culture programming in the pipes to foster community connectedness <p>Scott Pollock – Narrabri</p> <ul style="list-style-type: none"> • Public Art Committee in Narrabri • NOSH over Narrabri – first time back since COVID <p>Susan Frater-Simms – Gunnedah</p> <ul style="list-style-type: none"> • Hancroft Bush Summit in Tamworth – very well delivered with great ticketing and AV for the event <p>Rebecca Ryan – Gunnedah</p> <ul style="list-style-type: none"> • The event brochure to start off the year has been successful. • Create NSW Consultation and use of mentimetre is great <p>Bridget Guthrie – Tamworth</p> <ul style="list-style-type: none"> • Tamworth Textile Triennial is coming up in September • Yes Prime Minister in Tamworth • RAW Play readings have been greatly attended 	
MINUTES		ACTIONS
ITEM 8	<p>Meeting Schedule Next Meeting: TBC 20 November, 2023</p>	
	Meeting closed: 4:47 pm	



Item 12:

Questions with Notice



There are no Questions on Notice for
September 2023



Item 13:

**Referral to
Closed
Council
Meeting**



Item: 13A **Ref:** WO/2023/01819
Title: Referral to Closed Council – Award Tender W23/97 Boxley Timber Bridge
Author: General Manager
Previous Items: Not Applicable
Attachment: No

Community Strategic Plan Reference:

Goal/Strategy Number: type the actual goal or strategy that you are quoting.

RECOMMENDATION: **That, in accordance with the provisions of:**

- 1. Section 10A (2)(c) of the *Local Government Act, 1993*, the matter of Award Tender W23/97 Boxley Timber Bridge be referred to be discussed in Closed Council for the reason that 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.**
 - 2. For the reasons above, Council RESOLVE INTO Closed Council and the press and public be excluded.**
-

Introduction:

Council approval is sought for matters to be discussed in Closed Council.

Report:

Council approval is requested to refer matters for discussion in Closed Council and close the Meeting to the public in accordance with the provisions of Section 10A (2)(a) and (2)(c) of the *Local Government Act, 1993*.

Approval to refer the matter to Closed Council is sought because the report 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.