



BUSINESS PAPER
ORDINARY MEETING OF COUNCIL

To be held on

Wednesday, 28 February 2024

Commencing at

3:00pm

at

Walcha Council Chambers

Members:

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

Quorum – 4 Members to be Present

AGENDA

Submitted to Council:

28 February 2024

..... 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 28 February 2024** commencing at **3:00pm**.

Yours sincerely

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

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 Dunghutti 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, 31 January 2024

at

3.15pm

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 (via Zoom), SJ Kermode, AC Pointing and A Reilly.

IN ATTENDANCE: Mr PE Hood – General Manager, Mr AS Butler – Director Infrastructure & Development, Mrs KMD Kermode – Acting 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 13 DECEMBER 2023:

114 **RESOLVED** on the Motion of Councillors Kermode and Berry that the Minutes of the Ordinary Meeting held on Wednesday 13 December 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 & REQUESTS FOR AUDIO VISUAL LINK ATTENDANCE

4.1 Request by Clr Hicks to Attend Meeting by Audio Visual Link

115 **RESOLVED** on the Motion of Councillors Ferrier and Reilly that Council **APPROVE** the request by Clr Nena Hicks to attend Council's Ordinary Meeting being held today, 31 January 2024, via audio visual link due to her being medically unfit to travel.

4.2 Declaration of Interest – Clr Kermode – Item 6.4 Review of Policies

Clr Kermode has declared a Pecuniary – Conflict of Interest in Item 6.4 Review of Policies, which includes an update to the Procurement Policy, as Clr Kermode is an occasional contractor for Council. Clr Kermode will leave the Chambers and take no part in the debate.

5. MAYORAL MINUTE

Nil.

6. SENIOR OFFICERS REPORT

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

6.1 Apsley Riverview Community Consultation **WO/2024/00074**

117 **RESOLVED** on the Motion of Councillors Kermode and Ferrier that Council **AUTHORISE** the General Manager to:

1. **ENTER** into negotiations with Presbyterian Aged Care for Walcha Council to become the operator of Riverview Aged Care; and
2. **ENGAGE** appropriate legal advice using existing budgeted funds.



6.2 Commonwealth Home Support Program – Presbyterian Aged Care Relinquishment of Funding WO/2023/02452

118 **RESOLVED** on the Motion of Councillors Reilly and Ferrier that Council **APPROVE** the acceptance of additional Commonwealth Home Support Program Funding if offered by Presbyterian Aged Care or the Department of Health.

6.3 John Oxley Sewer Extension – Budget Allocation Increase

WO/2024/00139

119 **RESOLVED** on the Motion of Councillors Kermode and Ferrier that Council, with respect to the John Oxley Sewer Extension – Design and Construct Tender W23/140:

1. **APPROVE** the additional project cost of \$98,580 ex GST for supply and installation of eleven sewer manholes.
2. **APPROVE** the Stronger Country Communities Fund (Round 5) variation request of \$100,000 to increase total project budget to \$860,541 ex GST.
3. **NOTE** the final anticipated contract cost of \$843,034.55 ex GST, leaving \$17,506.45 for internal project management and contingency should the variation request be approved.

6.4 Review of Policies

WO/2024/00064

Councillor Kermode declared an interest in the review of both the Procurement Policy and the Contract Management Policy due to being an occasional contractor of Council. Cllr Kermode left the Chambers at 3:35pm and took no part in the debate.

120 **RESOLVED** on the Motion of Councillors Reilly and Ferrier that Council:

1. **UPDATE & ADOPT** the Procurement Policy as presented;
2. **PUBLICLY** exhibit the Draft Contract Management Policy for a period of 28 days;
3. **ADOPT** the Draft Contract Management Policy as presented should no submissions be received as a result of the public exhibition.

Cllr Kermode returned to the Chambers at 3:40pm and was informed of the resolution.



6.5 Walcha Golf Club – Request for Sponsorship for Women’s World Sandgreen Championships – April 2024 **WO/2024/00125**

121 **RESOLVED** on the Motion of Councillors Berry and Reilly that Council **APPROVE** the Partner Agreement between Walcha Council and Golf NSW Limited to provide in-kind support to Walcha Golf Club of \$5,000 to assist them host the Women’s World Sandgreen Championships in April 2024.

6.6 Alternate Representative for Audit Risk & Improvement Committee **WO/2024/00138**

122 **RESOLVED** on the Motion of Councillors Hicks and Kermode that Council **APPOINT** Councillor Pointing as the Alternate Council Representative on the Audit Risk & Improvement Committee for the ensuing term of Council.

7. NOTICES OF MOTION

7.1 Notice of Motion # 30 – Temporary Worker Accommodation in Walcha **WO/2024/00124**

123 **RESOLVED** on the Motion of Councillors Noakes and Kermode that Council seek consultant services to develop an issues paper and response strategy in relation to Temporary Workforce Accommodation in the Walcha Local Government Area.

8. MATTERS OF URGENCY

Nil.

9. MANAGEMENT REVIEW REPORTS

9.1 Office of the General Manager **WO/2024/00128**

124 **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/2024/00095**

125 **RESOLVED** on the Motion of Councillors Kermode and Ferrier that items included in the Infrastructure & Development Management Review Report be **NOTED** by Council.



9.3 Corporate & Community

WO/2024/00105

126 **RESOLVED** on the Motion of Councillors Berry and Pointing that items included in the Corporate & Community Management Review Report be **NOTED** by Council.

10. COMMITTEE REPORTS

127 **RESOLVED** on the Motion of Councillors Berry and Pointing that Council **RECEIVE** and **NOTE** the Committee Reports as presented.

10.1 Minutes of the Walcha Council Australia Day Advisory Committee Meeting held on Monday 8 January 2024 at Council Chambers, Hamilton Street, Walcha.

WO/2024/00008

Action: Letter to Steve McCoy and Karen Brown thanking them both for their amazing work in regards to the Australia Day event. Truly appreciated.

10.2 Minutes of the Walcha Council Audit, Risk & Improvement Committee Meeting held on Monday 15 January 2024 at Council Chambers, Hamilton Street, Walcha.

WO/2024/00027

11. DELEGATE REPORTS

Nil.

12. QUESTIONS ON NOTICE

12.1 Clr Berry Re: Business Plan for Proposed Developers of Renewable Energy Projects -CoREM

In the Action List it states that CoREM have formed a Board and a Charter is being developed as well as a Statement of Expectations which will assist in developing the Council's Strategic Business Plan. Has this been developed?

Mayor: I will have to take that on Notice and will follow it up.

13. CLOSED COUNCIL

13A Referral to Closed Council – Award Tender REGPRO362324 Supply of Hardware

WO/2024/00126

13B Referral to Closed Council – Three Requests for Waiving and Reimbursement of Waste Disposal Fees

WO/2024/00131

128 **RESOLVED** on the Motion of Councillors Hicks and Berry that:

1. in accordance with the provisions of Section 10A (2)(c) of the *Local Government Act, 1993*, the matter of Award Tender REGPRO362324 Supply



of Hardware be **REFERRED** to be discussed in Closed Council for the reason that 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;

2. In accordance with the provisions of Section 10A (2)(a) of the *Local Government Act, 1993*, the matter of Three Requests for Waiving and Reimbursement of Waste Disposal Fees 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.

Council moved into Closed Council at 4:39pm

129 The Meeting resumed in **OPEN** Council on the Motion of Councillors Kermode and Pointing at 4:46pm.

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 Evaluation of Tender REGPRO362324 – Supply & Delivery of Hardware WINT/2024/00063

CC29/20232024 **RESOLVED** on the Motion of Councillors Kermode and Ferrier that Council:

1. **AWARD** REGPRO362324 Supply & Delivery of Hardware to J Blackwood & Son Pty Ltd trading as Blackwoods for the period 01 January 2024 to 31 December 2026; and
2. **ALLOW** a provision for a 12 month extension based on satisfactory supplier performance which may take this contract through to 31 December 2027.

3.2 Requests to Waive or Reimburse Waste Depot Fees

WINT/2024/00274

CC30/20232024 **RESOLVED** on the Motion of Councillors Kermode and Ferrier that Council:



-
1. **WAIVE** the Waste Disposal Fee for one trailer load of mixed waste for the Walcha & District Historical Society;
 2. **WAIVE** Green Waste Fees incurred by the Lions Club for maintenance of the Lions Park; and
 3. **DO NOT** reimburse the resident as per the Third Request, but investigate the ongoing impacts that the plants are having on road safety.

THERE BEING NO FURTHER BUSINESS THE CHAIRMAN DECLARED THE MEETING CLOSED AT 4:47PM.



EXTRA ORDINARY MEETING OF COUNCIL

held on

Thursday, 15 February 2024

At 3.20pm 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 (Audio Visual), SJ Kermode and AC Pointing.

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

1. LEAVE OF ABSENCE:

130 **RESOLVED** on the Motion of Councillors Kermode and Ferrier that the Leave of Absence from Clr Reilly, due to a family members illness, be **APPROVED**.

MINUTES



2. DECLARATIONS OF INTEREST & REQUESTS FOR ATTENDANCE VIA AUDIO VISUAL LINK

2.1 Request by Clr Hicks to Attend Meeting by Audio Visual Link

131 **RESOLVED** on the Motion of Councillors Ferrier and Pointing that Council **APPROVE** the request by Clr Nena Hicks to attend Council's Extra Ordinary Meeting being held today, 15 February 2024, via audio visual link due to her being medically unfit to travel.

3. CLOSED COUNCIL

131 **RESOLVED** on the Motion of Councillors Berry and Kermode that the Senior Officers Reports be **RECEIVED** for further consideration.

3.1 Referral to Closed Council – Evaluation of Tender W22/225 – Middle & Walsh Streets Rehabilitation WO/2024/00245

132 **RESOLVED** on the Motion of Councillors Kermode and Berry that in accordance with the provisions of Section 10A (2) (c) of the *Local Government Act, 1993*:

1. the matter of Tender W22/225 Evaluation Walsh & Middle Streets Rehabilitation be referred to be discussed in Closed Council and close the meeting to the public for the reason that 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.
2. Council **RESOLVE INTO** Closed Council and the press and public be excluded.

At 3:21pm the Council moved into Closed Council Meeting.

133 The Meeting resumed in **OPEN** Council on the Motion of Councillors Berry and Hicks at 3:44pm.

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 Tender W22/225 – Middle & Walsh Streets Rehabilitation – Design and Construct WINT/2024/00547

CC34/20232024 **RESOLVED** on the Motion of Councillors Berry and Kermode that Council:

1. **AWARD** Tender No. W22/225 – Middle & Walsh Streets Rehabilitation for the lump sum of \$1,010,196 GST exclusive to Durack Civil Pty Ltd;
2. **APPROVE** a project financial contingency of 10% of the contract sum, \$101,019 to be approved under Council Officer Delegation and change request process.

THERE BEING NO FURTHER BUSINESS THE CHAIRMAN DECLARED THE MEETING CLOSED AT 3:45PM.



Item 3:

Business

Arising from

Previous

Minutes



Item 4: Declarations of Interest & Requests for Attendance via Audio Visual link



Item 5: Mayoral Minute



Item:	5.1	Ref: WO/2024/00169
Title:	Mayoral Minute – Dissolution of Namoi Joint Organisation	
Author:	Mayor Eric Noakes	
Previous Items:	Not Applicable	

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 in relation to the Mayoral Minute “Dissolution of the Namoi Joint Organisation”, Council support the Board in writing to the Minister for Local Government seeking to DISSOLVE the Namoi Joint Organisation on 30 June 2024.**

Introduction:

At the meeting of Namoi Unlimited (Namoi Joint Organisation) held on Thursday 23 November 2023 the Board resolved to discontinue its activities as a Joint Organisation effective from 31 December 2023. This report outlines the background and process to put this resolution into effect.

REPORT

At the meeting of Namoi Unlimited (Namoi Joint Organisation) held on Thursday 23 November 2023 the Board resolved as follows:

That in relation to the report “General Business - 23 November 2023”, the Board discussed and resolved that:

- 1. a letter be sent to the Minister for Local Government advising that the Namoi Joint Organisation (Namoi Unlimited) will discontinue its activities from 31 December 2023 due to the resignation of all members;*
- 2. the Executive Officer to prepare a standard letter and Mayoral Minute for each Council for them to resolve to resign from the Joint Organisation;*
- 3. Walcha, Liverpool Plains, Gunnedah and Tamworth Councils commit to continuing regional collaboration through the creation of a new Regional Alliance;*
- 4. members continue to cooperate with the implementation of previous project outcomes and develop prioritised action plans for same;*
- 5. investigations be undertaken to ascertain the level of appropriate administration resourcing required for the new Alliance;*
- 6. all costs associated with the winding up of the Joint Organisation are to be funded from the surplus funds currently held; and*



7. the Namoi Unlimited name and branding be retained for use in association with the new Alliance.

The Acting Executive Officer subsequently held conversations with representatives from the Office of Local Government and other Joint Organisations and advice has been received that the correct process is to write to the Minister requesting that he order the discontinuance of the Namoi Joint Organisation in time for the organisation to be wound up at 30 June 2024. While this will require an amendment to the above motion at the next ordinary Board meeting, the intent of the members to discontinue with the Joint Organisation structure is clear.

Joint Organisations (JO) were an initiative of the previous NSW Coalition Government and were created with a view to strengthen collaboration and engagement between State and Local Governments and improve infrastructure and service delivery to regional communities. The Namoi JO originally had seven member Councils when it was piloted, but was reduced to five members when the boundaries were finalised and gazetted by the Government. The current members Councils are Tamworth, Gunnedah, Walcha, Liverpool Plains and Gwydir, however Gwydir has since joined the New England JO as an associate member and has not participated in Namoi JO activities for a number of years.

During the early years following the establishment of the JOs there was strong support and participation by many government departments in line with the original intent. Attendance and participation by senior government representatives has been in decline over several years to the point where it has now become almost non-existent. In addition, the governance framework required to be implemented and adhered to by a JO almost mirrors that of a Council, meaning that it has to employ an Executive Officer, prepare separate financial statements, subject financial reports to external audit, conduct internal audits, submit annual returns to the Office of Local Government (OLG), and maintain an Audit, Risk and Improvement Committee (ARIC). All of this comes at great expense to the member Councils for very little benefit that could not be otherwise achieved through an informal commitment to collaborate between organisations.

In 2021 the OLG engaged a consultant to review the effectiveness of the JO framework. In summary, the review found that while the underpinning legislative, regulatory and strategic collaboration frameworks provide a robust foundation for JOs to deliver effective regional governance, the financial viability of individual JOs has the potential to threaten the JO model overall. In particular, the report identified that JOs with small member numbers such as the Namoi JO (four active members) demonstrate the unequal income-generating capacity of some JOs, and



the available capacity-building funding does not recognise this variability. The governance costs then consume a large proportion of member contributions leaving minimal funds for project delivery. Despite the recommendations made by the report relating to capacity building, financial assistance, increased attention and participation by State agencies, and subsidising some governance costs such as audit fees, nothing has eventuated to date.

For the above reasons the Board of the Namoi JO believes that the best option for our region is for the respective Councils to commit to an informal alliance that will deliver all of the same opportunities to collaborate and advocate on regional issues without the time consuming and costly governance requirements imposed by the JO framework.

Clr Eric Noakes
Mayor of Walcha



Item 6:

Senior Officers' Reports

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



Item: 6.1 **Ref:** WO/2024/00260
Title: Quarterly Review of Operational Plan & Budget as at December 2023
Author: Director Corporate & Community
Previous Items: Not Applicable
Attachment: Quarterly Budget Review Statements – under separate cover WO/23/2275

Community Strategic Plan Reference:

Goal 8.2.1 – Maintain a stable and secure financial structure for Council.

RECOMMENDATION: That Council:

- 1. ADOPT the December 2023 Quarterly Budget Review Statements; and**
- 2. APPROVE the variations in Income and Expenditure votes as detailed in this report.**

December 2023 Quarterly Budget Review

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

General Fund

The original 2023-2024 budget predicted an Operating Surplus of \$36,863 and an overall Cash Deficit of \$111,466. After adjustments the result is now predicted to be an Operating Surplus of \$3,633,246 (Excluding Capital Funding) and an overall Cash Deficit of \$189,580. The operating surplus is due to prepayment of funding for which projects have not been finalised. The funds have been put into External Restrictions until projects are finalised so the working cash position is not impacted.

	Original Budget	QBRs 1	QBRs 2	QBRs 3	QBRs 4	Forecast 30 June 2024	Variance
Income	36,519,774	1,300,755	3,973,346			41,793,875	5,274,100
Expenditure	16,544,756	582,066	-218,056			16,908,766	364,010
Operating Result	19,975,018	718,689	4,191,402			24,885,109	4,910,090
Less: Capital Grants	19,938,155	1,232,009	81,699			21,251,863	1,313,707
Operating Result Excluding Capital	36,863	(513,320)	4,109,703			3,633,246	3,596,383
Cash Movement	(111,466)	10,840	-88,955			-189,580	-78,115

Budget amendments are included as follows.



General Fund Major Budget Variation Items - Quarter Ending December 2023

Income Item	Amount	Reason
NSW Severe Weather Funding	1,000,000	Funding received, projects not yet in budget – external restriction
Waste Management	100,000	Sale of scrap metal
Council Housing	-18,136	Reduce rental income
Quarries Restoration Fee	100,378	Not Budgeted - Internal restriction
Building Certificates	15,000	Increased fees received
Kerb & Gutter	93,933	LRCI Phase 3 – projects adjustments
Urban Roads – street crossing	-30,000	LRCI phase 4 – now Council funded project
Regional Roads – Block Grant	15,000	Increase funding budget
Regional Roads – R2R	328,195	Thunderbolts Way Rehab works
Sealed Rural Roads	2,341,210	RLRR funding received, projects not yet in budget – external restriction
Unsealed Rural Roads	17,767	LRCI Phase 3 – projects adjustments
Depot standpipe	10,000	Water sales not in budget
	3,973,347	

Operating Expenditure Item	Amount	Reason
Assets Depreciation	-355,599	Budget adjustments – various departments
Overheads Recovery	-57,750	Correction to budgeted amount
Council Housing	15,800	Rental House + Bathroom Renovations
Building Control	62,400	Correction to budget - projected contractor costs
Regional Roads	147,093	Correction to budget – roads maintenance
Sealed Rural Roads	-30,000	Reduce budget to fund street crossing
	-218,056	



Capital Expenditure Item	Amount	Reason
Kerb & Gutter	93,933	LRCI Phase 3 – projects adjustments
Regional Roads	490,776	Thunderbolts Way Rehab – RLRR & R2R
Sealed Rural Roads	340,589	Brackendale Road Rehab – RLRR
Unsealed Rural Roads	333,582	LRCI Phase 3 – projects adjustments – Gravel Resheeting – Flags Niangala & Brackendale Rds
Unsealed Rural Roads	68,301	LRCI Phase 1 – projects adjustments – Gravel Resheeting – Geraldine Road
	1,327,181	

Internal Restricted Assets

Below is a summary of Council's internally restricted assets at 31 December after budget adjustments are applied. Please see Walcha Council – Restrictions Summary for further detail.

Internal Reserve	Balance 31 December 2023
Plant Replacement	546,453
Infrastructure Replacement	2,044,280
Employee Leave Entitlement	647,000
Tip Site Remediation	295,926
Quarries Remediation	401,809
Project Development	60,000
Total	3,995,468

Water Fund

The original 2023-2024 budget predicted an Operating Surplus of \$3,458. Expected investment interest of \$75,000 was not budgeted. Depreciation is forecast to be less than budgeted. The fund is now expected to realise a cash surplus of \$92,670

	Original Budget	QBR 1	QBR 2	QBR 3	QBR 4	Forecast 30 June 2024	Variance
Income	4,660,007	1,264,257	75,000			5,999,264	1,339,257
Expenditure	1,111,549		-54,037			1,057,512	-54,037
Operating Result	3,548,458	1,264,257	129,037			4,941,752	1,393,294
Less: Capital Grants	3,545,000	1,264,257				4,809,257	1,264,257
Operating Result Excluding Capital	3,458		129,037			132,495	129,037
Cash Movement	17,670		75,000			92,670	75,000



Income Item	Amount	Reason
Investment Interest	75,000	Not included in original budget

Expenditure Item	Amount	Reason
Assets Depreciation	-54,037	Depreciation budget adjustment

Sewer Fund

The original 2023-2024 budget predicted an Operating Surplus of \$24,886 which was unchanged in the first quarter review. However the original budgeted cash surplus of \$8,595 was amended to a deficit of \$31,304 There are no adjustments to the Fund’s budget in this budget review.

	Original Budget	QBR 1	QBR 2	QBR 3	QBR 4	Forecast 30 June 2023	Variance
Income	576,947	39,899				616,846	39,899
Expenditure	552,061					552,061	
Operating Result	24,886	39,899				64,785	39,899
Less: Capital Grants		39,899				39,899	39,899
Operating Result Excluding Capital	24,886					24,886	
Cash Movement	8,595	(39,899)				(31,304)	(39,899)



Item: 6.2 **Ref:** WO/2024/00288
Title: Agreement between Walcha Council and Energy Corporation of NSW
Author: General Manager
Previous Items: Not Applicable
Attachment: No

Community Strategic Plan Reference:

Strategy 6.4.1: *Establish alternate renewable energy supplies that will meet our energy needs.*

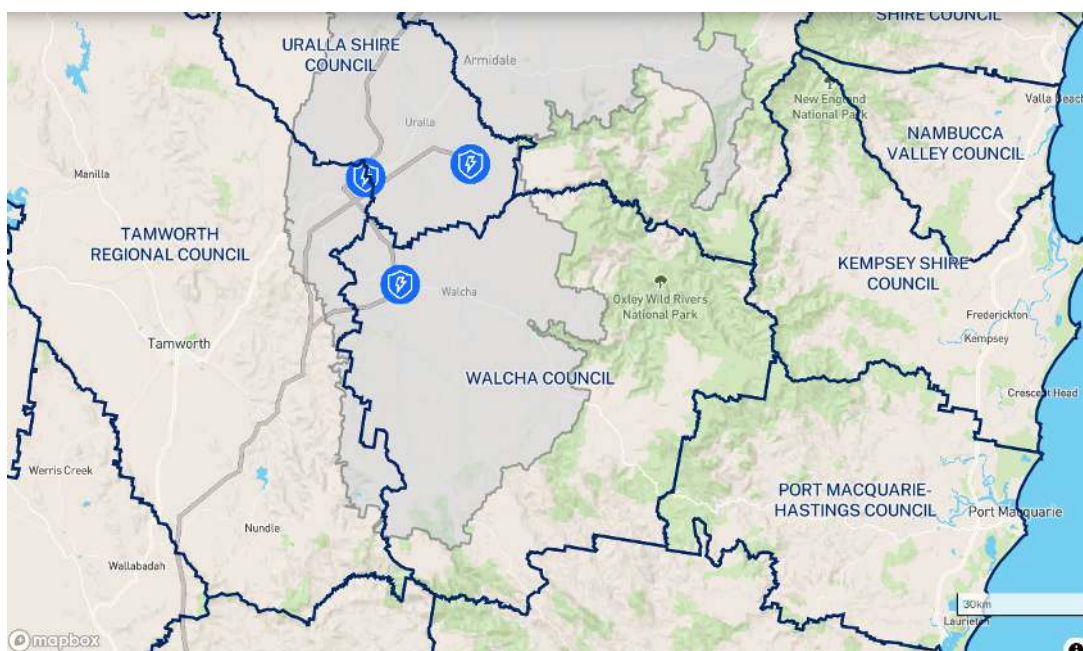
Goal 6.4.1.2: *Undertake further consultation regarding renewable energy for the Walcha Local Government Area*

RECOMMENDATION: That Council:

- 1) **NOTE the terms of the Agreement now in place between Walcha Council and the Energy Corporation of NSW (EnergyCo), and;**
- 2) **ENDORSE the immediate scoping of a Cumulative Impact Study to be delivered using funds provided by EnergyCo via this Agreement**

Introduction:

The Energy Corporation of NSW (EnergyCo) have ultimate responsibility for the successful roll out of the identified renewable energy zones (REZ) across NSW in order to meet the state's future energy needs, including the construction of new high voltage transmission lines for the impending renewable energy generation projects to connect to. Walcha Council's interest lies with the New England REZ which covers a large portion of our LGA with numerous renewable projects possible, and where one 'arm' of the transmission line will cut across the Oxley Highway around 12kms west of Walcha township.



Map of New England Renewable Energy Zone – taken from EnergyCo website.



The potential impact of these projects and this transition to both Walcha and the New England region is massive and has been the subject of much discussion and debate over many years now. While the journey so far has been far from smooth, representatives from EnergyCo have expressed their commitment to ensuring the rollout is undertaken with appropriate levels of consultation and consideration of this impact. EnergyCo is demonstrating that commitment tangibly via recently announced Agreements with each impacted Council that provide up to \$750,000 over three years to assist Councils' ability to more effectively carry out our obligations to the community. This is recognition that while the renewable energy and transmission projects are state significant, nevertheless navigating the renewable energy transition and its impacts is a significant additional resource burden on Councils that are already financially stretched.

This report provides an overview of our Agreement with EnergyCo, what Council can use the funds for, and where to from here.

Report:

As part of the procurement and delivery of the New England REZ, EnergyCo requires a range of services and support from local authorities which will increase the utilisation of existing resources and/or increase demand for new resources, particularly with respect to the Council, engineering, planning and senior executive staff. Provision of the \$750,000 over 3 years to Council via Agreement with EnergyCo will assist to fund these resources without negatively affecting 'business as usual' or resulting in excessive cost to ratepayers. Council will subsequently be better able to provide technical, advisory and consultation services directly related to the development of the New England REZ.

Eligible activities include:

- Review and provision of advice on the renewable energy zone related transmission, infrastructure and energy generation projects;
- Reviewing, providing information and data for cumulative impact studies and analysis;
- Services related to planning and delivery for infrastructure upgrades and/or to implement recommendations from cumulative impact studies;
- Preparing project documentation for infrastructure upgrades, for example road infrastructure agreements;
- Participation in forums, workshops or making submissions or applications for funding in relation to community and employment benefit programs;
- Participating and/or hosting community meetings, renewable energy project and NSW Government consultation sessions and workshops;
- Preparation and submission of Quarterly Reports to EnergyCo; and
- Other services or activities that are directly related to the development and acceleration of the New England REZ, including meetings with EnergyCo.



It's important to note that activities undertaken by Council in accordance with the Agreement will only be claimable *after* they have been expended, i.e. the money is not provided 'upfront'. For this reason, Council intends to seek written approval of identified works from EnergyCo *prior* to any undertaking and not simply assume correct interpretation of the approved activities. Similarly, there may be opportunity for EnergyCo, in some cases, to approve activities via this Agreement that are not explicitly defined.

It's also important to note that while eligible activities are related to the development and *acceleration* of the New England REZ, that is not to say that Council, or the outcomes of activities undertaken, need to be favourable of the REZ. Indeed, in many cases the activities will be to analyse, in detail, how renewable energy projects and/or the transmission line project may negatively impact Walcha. This will provide clarity to the community, Council, EnergyCo, the NSW Planning Dept. and renewable energy developers as to what is required to mitigate these impacts. What the money can't be used for are undertakings seeking to actively delay or hinder the project – for example if Walcha engaged a consultant to determine an alternative REZ location.

Next Steps:

Council will continue to regularly liaise with EnergyCo in relation to the New England REZ and more specifically in regards to the Agreement. As has been discussed previously via many forums, one of the first and most critical pieces of work to be undertaken is a cumulative impact study for the New England REZ and this would be best delivered as a Council led activity. For efficiency, Walcha Council may decide to undertake this work in partnership with other Councils within the REZ, depending on the final scope of work. It may also be the case that an initial impact study will identify areas for further investigation and analysis – for example options for temporary housing.

Council will also review the need for a Strategic Business Plan for renewables that was committed to via resolution in November 2022. While the continued work and advocacy of the Coalition of Renewable Energy Mayors (CoREM) and more recently the Renewable Energy Guidelines developed by the NSW Planning Dept has filled this void in a broad sense, a more refined and 'Walcha-specific' document may still be advantageous and would fit the criteria for funding under this Agreement. Council would need to review the alignment of this Plan with the impending update of numerous other Council strategic documents, including an updated Community Strategic Plan following Council elections in September 2024.

Legal Implications:

There are no legal implications arising from this report.



Financial Implications:

Signing of the EnergyCo Agreement allows Council to access up to \$750,000 over the next 3 years.

Environmental Implications:

There are no environmental implications arising from this report.

Social Implications:

The Agreement with EnergyCo will help Council fulfil our obligation to the community in regards to renewable energy, and monies provided can be accessed to undertake specific investigations on social impacts – such as would be covered in a cumulative impact analysis. The Funding can also be used to assist Council in setting up and administering community benefit funds that will be provided by specific projects.

Policy Implications:

There are no policy implications arising from this report.



Item: 6.3 **Ref:** WO/2024/00323
Title: Derby Street Rehabilitation Final Design
Author: Director Infrastructure and Development
Previous Items: Nil

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 **ENDORSE** the final design for the Derby Street rehabilitation and beautification excluding the town centre signage and proceed to posting construction tender.

Introduction:

Council have secured approx. \$6,960,000 made up from \$4,560,000 of Heavy Vehicle Safety and Productivity Program and \$2,400,000 remaining Thunderbolts Way Corridor Strategy Funds to deliver the North and South Upgrade of Derby Street. This report details the outcome of the tender process for Derby Street Upgrade Design & Project Management Including Preparation Construction Tender Documents (ref. W22/221) and recommends the adoption of a preferred tenderer to complete these works.

Report:

Background

Council awarded Tender No. W22/221 Derby Street Upgrade Design & Project Management Including Preparation Construction Tender Documents to Collins Williams Pty Ltd at the April 2023 Council Meeting. Since the award the project team have been working through various stages of design development in the following areas:

- Watermain relocation/renewal
- Kerb & gutter
- Parking spaces
- Street scape
- Stormwater management
- Pavement reconstruction
- Development of Review Environmental Factors (REF) for any early works and construction phase



- Detailed geotechnical investigations to inform design of ground conditions (ground water underground flows)
- Preparation of Request for Tender Documents for the delivery phase (GC21)
- Community Consultation

Community Consultation

- Consultation Drop in Day 3 December 2023
- Drawing Set Published – Website for the month of December 2023
- Communicated Via – Facebook & Apsley Advocate
- Open for public submissions from 3 December 2023 closed 31 December 2023
- Approx. 50 walk ins on the 3 December 2023
- 15 comments were taken on the day many other positive comments were received
- 7 detailed written responses were received after the open day
- Councils project team reviewed and documented responses
- Councillors were briefed on the consultation process and findings at the January 2024 Council workshop. All feedback has been taken into consideration and evaluated by the Council Project Team. Some items have resulted in minor changes to the 75% design development that is currently being undertaken. The key feedback item themes were:
 - Reduction in parking at the Showground corner – while the start of the parking shifts to the south to allow for aesthetic improvement to the town entry, in fact there is a net increase. No change is proposed.
 - Style of the new signage – an equal number of positive and negative feedback comments were received for the signage. The staff recommendation is to pause the signage element to this project and consider options to have a follow-up element to this project for signage.
 - Road Alignment Derby & Apsley – A concern was raised with this area of the design sighting that there is no other large vehicle parking in town. This element of the design is intended in improving pedestrian safety and traffic calming as you approach the “High Pedestrian Zone”. No change is proposed.

With the design development at 75% complete and only minor changes required it is proposed to proceed to market with a design titled “Issue For Tender” (IFT). During the next Month the final amendments shall be made and the updated drawing set “Issue For Construction” (IFC) shall be published prior to the tender closing.



Attachments – Under Separate Cover:

Derby St Walcha Consultation Plans 231114 V2_opt

Derby St Walcha Planting Plans for Tender DRAFT 240201

Probity:

Nil.

Policy Implications:

Nil.

Funding Implications

Nil.

Project Schedule

Nil.



Item: 6.4 **Ref:** WO/2024/00333
Title: Pathways Construction – In Town & Darjeeling Road Final Design
Author: Director Infrastructure and Development
Previous Items: Nil

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 **ENDORSE** the final design for the Pathway Construction In Town and Darjeeling Road and proceed to posting construction tenders.

Introduction:

Council have secured approx. \$3,300,000 from Active Transportation for NSW to construct new pathways in Walcha. This report details the outcome of the tender process for the Design of the Walcha Pathways including preparation of Construction Tender Documents (Ref W22/219) and recommends the adoption of a preferred tenderer to complete these works.

The scope of works covers various connections in town (W23/71), the Pathways along Darjeeling Road from John Oxley Sportsground to the Lions Park (W23/72) and the connection to Summervale Village along the Emu Creek Road (W23/73).

Report:

Background

Council awarded Tender No. W22/219 – Walcha Pathways Design and Preparation of Construction Tender Documents to King & Campbell at the May 2023 Council Meeting. Since the award the project team have been working through various stages of design development in the following areas:

- Concept options (on or off-road options) for sub-projects 2 and 3.
- A detailed site survey for the selected concept options.
- Geotechnical analysis, if necessary.
- Preliminary Detailed Design – Issue for Tendering (IFT).
- Safety in Design (SiD)
- A complete set of Request for Tender (RFT) Documents (MW21 Contract Standard is mandatory) Final Detailed Design – Issue for Construction (IFC)



for a contract for the construction of different pathways for each of the sub-projects/locations

- Community Consultation

Community Consultation

- Consultation Drop in Day 3 December 2023
- Drawing Set Presented to Councillors, Beautification & Arts Committee
- Direct consultation with all affected property owners

The consultation process was in the main part positively received the only concern received to date was regarding the removal of a number of street trees in Darjeeling Road. These projects have had a thorough Review of Environmental Factors Assessment Paper (REF) developed that have identified trees that need to be removed and have informed the design. Additionally, the design for these projects including the detail around tree removal has been presented to Councillors, Beautification and Arts Committees.

The pathways project is also offering impacted properties driveway rehabilitation in the following form:

- Current gravel driveways shall be reinstated as a gravel drive with the new footpath crossing as the minimum requirement.
- Council is offering a special rate of \$5/sqm for driveways emulsion bitumen seal rehabilitation to all residents within the construction area between the road and the private property boundary facing the road with an emulsion bitumen seal.
- Should the resident be interested in upgrading their driveway to a concrete construction, Council is offering a 50% subsidisation all residents within the construction area between the road and the private property boundary facing the road.
- Additional arrangements can be made to continue their driveway rehabilitation onto the private property beyond the public boundary. All such works on private property will be 100% cost to the property owner.
- The above listed options are only available for one driveway per property or existing approved formal Sect. 138 application.

With the design development at 100% complete it is proposed to proceed to market with a design titled "Issue For Tender"(IFT), "Issue For Construction"(IFC) shall be



published after any feedback received from the preferred contractor for constructability.

Attachments:

Walcha Pathsway Project - Darjeeling Concept Rev Cd 230905
W23.71 - 3974 Mw21 - In-Town Pathways-Revg-30january2024
Environmental Assessment Recommended Options Darjeeling Pathway Walcha

Probity:

Nil.

Policy Implications:

Nil.

Funding Implications

Nil.

Project Schedule

Nil.



Item: 6.5 **Ref:** WO/2024/00329
Title: 2023 Motorcycle Rally Final Report
Author: Director Corporate & Community
Previous Items: Not Applicable
Attachment: Under Separate Cover: 2023 Motorcycle Rally Report WO/24/00336

Community Strategic Plan Reference:

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 5.2.1: *Support and promote participation in community events.*

RECOMMENDATION: That the report be NOTED by Council.

Introduction:

The third Walcha Motorcycle Rally was held on 17 & 18 November 2023, and with fine weather and strong pre-event ticket sales, a successful event was staged, attracting visitors from around Australia. Attendees and locals lined the street for the street procession that numbered 180 bikes of all shapes and sizes. There was a great deal of repeat patronage to the event as well as many discovering the event for the first time.

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. The event's aims are to:

- 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 of the year, 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

Report:

Income & Expenditure Summary

Income	2021	2022	2023
Event sales	57,282	78,405	88,747
Sponsorship	4,850	6,727	6,918
Grants	91,723	32,004	20,000
Council contingency budget used	0	0	0
	\$153,855	\$117,136	\$115,665
Cost of event	\$149,911	\$126,820	\$113,340

Were attendance targets met?

Ticket type	2022 Actuals	2023 - target	2023 - actual
2 Day Rally Pass – Early Bird	302	400	658
2 Day Rally Pass	69		88
Local Pass	165		253
Day Pass	108	120	341
Camping	237	240	422
Merch Packs	129	100	116

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	Total paid attendance has increased to 1340 with many more non-paying people attending i.e. sponsors, volunteers, children under 15
Increase the pre-purchase ticket numbers	Increased from 489 to 688
Maintain or increase merchandise sales each year	Rally merchandise was again popular with most size t-shirts selling out. There was a slight increase in merch income for 2023.
Provide an event that is enjoyed by target demographic and locals	Survey results summaries are attached in the final report and indicate a strong positive response to the event.
Provide value for money by keeping ticket prices affordable	2 Day Rally pass price was increased by \$5 to \$60 for early bird and \$65 full price – this is the first ticket price rise.



Increase the number of return visitors	25.7% of attendees were visiting Walcha for the first time. With 88.9% saying they would return to Walcha at another time.
Ensure local accommodation venues are booked out	Reports from accommodation businesses confirm that accommodation was booked out.
Maintain or increase the sponsorship spend each year	A small increase from \$6727 to \$6918
Maintain or increase social media followers and engagement and media coverage	Facebook followers at 2825 (up from 2025) Instagram followers at 397 (up from 280)
Overall satisfaction score	Question on the feedback survey: How likely are you to recommend this event to a friend or colleague? 93.8% answered in the likely to extremely likely categories.

Financial Summary

The 2022 Motorcycle Rally cost \$113,340 to stage which is a small reduction on the previous year (\$126,820). Experience gained from the first two events has contributed to the need for less paid staff hours, and by engaging a strong volunteer contingent. Systems and processes are now in place that should continue to keep staff costs reasonable. Council expects that the cost to stage this event has now stabilized.

Staff wages were charged directly to the rally when staff were working and focusing on planning the rally and also includes non-tourism staff working on preparation, planning or delivery over the weekend.

Grant funding was received totalling \$20,000 made up of:

- Destination NSW Flagship Regional Event fund \$20,000

Volunteer numbers were increased for the 2023 event, which resulted in reduced staff costs from the 2022 event. RV Events are a professional event volunteer group that travel to events and help with set up, site management and clean up. A donation was made to their organisation of \$1,500. Staffing costs would likely increase if our volunteer numbers reduce. Volunteers were surveyed and are very happy to continue being involved with the event.

Surveys were also sent out to event attendees, local businesses, exhibitors/stallholders and sponsors.

Direct support of local businesses and charity organisations

A list of local businesses and organisations that are supported through purchasing products and services:



- Thunderbolt’s Way Café – ran the cafeteria style food option in showground function centre. Volunteers were provided with meal vouchers onsite which could be used at this local business, which purchased meat locally at Cross Bros Butchery.
- Walcha Golf Club – received a donation for running the bar.
- Walcha Showground Trust - was paid for the hire of the showground and all facilities
- Alternation – provide the staging, sound and lighting equipment, graphic design and website management
- Megan Scrivener Design – engaged for graphic design work.
- Westpac Rescue Helicopter Service - \$4,135 was raised via auction to support this service
- Videography – Tom Judd, a local videographer, was engaged to capture the event.
- Drinks for the bar – the majority of drinks for the bar were purchased locally from IGA
- Program printing was done by the Walcha Telecottage
- Woodchop demonstration was done by the local organisation

Budget v’s Actuals

2023 Walcha Motorcycle Rally			
INCOME	2023 Approved Budget	Actuals	
Local tickets sales	2,522.73	3,486.55	
Ticket pre & gate sales	37,454.54	40,054.09	
merch packs & gate sales	12,090.92	12,666.18	
camping	6,545.45	11,509.09	
Exhibitor Fees	4,909.09	2,961.82	
Bar takings	20,000.00	18,069.86	
Sponsorship	4,545.45	6,918.22	
Grant	35,000.00	20,000.00	Not successful for \$15K grant
	123068.18	115665.81	



EXPENDITURE	2023 Approved Budget (ex GST)	Actuals	
ADMIN & STAFF			
Admin assistance - contract	5,000.00	-	
Staff time	27,000.00	26301.87	
OPERATIONAL			
Rubbish Removal	1,000.00	507.02	
Traffic Management	900.00	-	- included in staff costs
Street Sweeper		1,081.36	
Site Manager	3,575.00	-	- RV events
Site map generation	800.00	194.00	
Security	10,000.00	7,860.00	
First Aid (Beneficial Safety)	1,100.00	1,000.00	
Loop Bus	500.00	500.00	
Showground Hire (inc power, gas, water)	4,600.00	5,133.25	
Registration tent hire	1,335.00	2,245.45	2 tents needed
Bar - Donation to Golf Club	3,000.00	2,727.27	
Bar - Drinks, cups	6,000.00	6,019.80	
Liquor Licence application	156.00	153.40	
B&B accommodation	1,600.00	1,155.30	
Cleaning supplies	500.00	-	- stock from 2022 event
Sundry expenses (one-off)	500.00	107.09	
Generator, distribution board & portaloo's		2,000.00	
VOLUNTEER			
Volunteer Costs (Food voucher & drink)	1,250.00	1,798.78	
Volunteer Costs (T-shirts)	800.00	-	- T-shirts available from 2022 event
Volunteer BBQ		104.70	
RV Events - volunteers (donation)	1,500.00	1,500.00	
MARKETING			
Website updates	1,600.00	1,094.03	
Website hosting		180.00	
Videography	6,075.00	2,880.00	new supplier
Promotional video	800.00	1,800.00	
Photography		1,800.00	added due to saving in videography
Social Media updates		2012.16	Staff wages & Facebook posting costs
Mailchimp subscription	486.72	\$ 486.72	
Signage	1,000.00	1,640.00	
Printing program & flyers	900.00	\$ 1,218.18	
Advertising	6,000.00	6,909.09	
Rally Stickers		398.64	
Misc.		363.64	
Graphic Design work	1,500.00	197.00	
ENTERTAINMENT			
Bands + stage, lighting, PA hire	10,000.00	9,450.00	
MC	4,000.00	4,000.00	



TICKETING			
Ticketing Costs (commission)	1,500.00		commission taken from income figures
Wristbands	200.00	261.80	
ATTRACTIONS			
Attraction: Woodchop / work dog demos	2,000.00	2,000.00	
Attraction: Stunt Show	3,000.00	5,100.00	original show cancelled
Prize money*		3,063.64	Prize money combined
* Demo Derby	1,300.00		
* Burnout Comp	1,000.00		
* Dirt Bike Barrel Race	1,150.00		
Attraction: Niki Zak Racing		454.55	
Skills demos/education	1,800.00	-	
Attraction: Childrens		-	
Postie Bike Events	636.36	636.36	
Show & Shine Trophies	320.00	300	
MERCHANDISE			
T-Shirts (merch pack & to sell on day)	3,630.00	3,529.35	
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	185.64	
Misc			
Auction funds reimbursement		1,000.00	WRHS funds banked in error
Sub Total	122,116.58	113,340.09	
	Budget	Actuals	
Income	123,068.18	115,665.81	
Expenditure	122,116.58	113,340.09	
Profit/ (Loss)	951.60	2,325.72	

Incidents

There were two incidents that were reported. One was a hand injury to a volunteer when setting up the postie bike event which required stitches. A review has been conducted and it is recommended that gloves be available for staff and volunteers to use as this would have prevented the injury.

A more serious incident occurred during the guided adventure bike ride. The rider came off his bike and has sustained spinal injuries that may be permanent. Police and rescue services (including the Westpac Rescue Helicopter Service) attended the scene and have compiled reports. This was treated as a road accident as it happened on a section of public road. There were no witnesses, but people who were travelling in the same group found the injured rider quickly and activated their personal emergency alert. Extensive pre-rider briefings are already held for this activity, so more focus on personal riding ability will be included in the next event



briefing. Council's insurers have been made aware of this incident, and the event will also be reviewed by Council's Audit and Risk Committee.

Risk Implications

The serious incident during the 2023 Rally highlights the need for Council to remain diligent in regards to risk and liability when holding this event.

Legal Implications:

There are no legal implications arising from this report.

Financial Implications:

There is a small profit \$2,325 which is significant considering we were not successful in getting \$15,000 of grant funds. Grant funds have reduced significantly over the three years that the event has been held. The Council contingency budget of \$35,000 has not been needed for this event.

Environmental Implications:

There are no environmental implications arising from this report

Social Implications:

The 2023 Motorcycle Rally was a successful event, enjoyed by the majority of visitors and locals.

Policy Implications:

There are no policy implications arising from this report.



Item: 6.6 **Ref:** WO/2024/00312
Title: Request to Review Minimum Age for Community Gym Memberships
Author: Director Corporate & Community
Previous Items: Not Applicable
Attachment: No

Community Strategic Plan Reference:

Goal 5.6: *People of all ages and abilities will be encouraged to participate in cultural, recreational and sporting activities.*

RECOMMENDATION: **That Council:**

- 1) **APPROVE the reduction of minimum age for Gym Membership from 16 years to 14 years of age with additional conditions, and;**
 - 2) **Develop an under 16 years application process in consultation with Council's Audit, Risk and Improvement Committee that suitably manages Council's risk.**
-

Introduction:

A request has been received from a community member that Council review the minimum age for Community Gym memberships. The minimum age is currently 16.

Report:

At the Walcha Council Community Gym Advisory Committee Meeting held 20 October 2021 the following was discussed as general business and a recommendation formed:

1.1. Usage by persons under 16

The DED presented advice received from Council's insurer, Statewide Mutual, who advised that this decision is really a question of risk appetite, what level of risk Council is willing to pursue or retain in providing this asset for use by persons under 16 years of age.

The DED also undertook a search of other gym age policies and found that most often the minimum age was 14, where the children are allowed access to the cardio room if accompanied by an adult during staffed hours of the gym, and allowed access to classes e.g. yoga, pilates, body attack. Additional forms required include parental consent, fighting fit, exercise readiness and orientation (with the completion of an initial pre-exercise assessment and club orientation)

Group discussion around our gyms personal circumstance around not having trained staff on site at any time to perform orientation or exercise readiness assessments, or supervision available to ensure children are accompanied by an adult and restricting use to cardio equipment only. The Committee feels that whilst it is important to attract young persons to the gym and to live an active lifestyle, the risk is too great at this time to reduce the age limit to below 16.



The Committee **RECOMMENDED** on the motion of Sherrin and Rutherford that Council continue to restrict the age limit for Walcha Community Gym membership to persons aged 16 years and over.

The Council resolution was:

10.1 Minutes of the Walcha Council Community Gym Advisory Committee Meeting held on Wednesday 20 October 2021 at Council Chambers, 2W Hamilton Street Walcha. WO/2021/04246

71 **RESOLVED** on the Motion of Councillors Kealey and Wellings that Council continue to restrict the age limit for Walcha Community Gym membership to persons aged 16 years and over.

A requested has been received from a parent on behalf of her child and others in the same situation. The General Manager and Executive Manager had a meeting with this parent and she explained that with school sporting commitments comes an expectation that the fitness training program will be continued throughout school holidays which is impossible under the current age restriction from the gym. The request states:

My 15 year old son is unable to use the gym when he is home from boarding school on weekends and school holidays. He is currently in year 10 will be 16 in 5 weeks time. He is currently under a fitness and conditioning coach he plays rugby, cricket, athletics, swimming and rowing for his school. Fitness is extremely important to him. His physical health and strength needs to be consistent and strong to play at this level.

Mental health is extremely important in teenage boys as well. So I'm sure you understand why the age needs to change. I'm thinking 14 or 15 years old. This is when most boys start the hard work of getting fit and strong to make the levels they need to for their schools, and for their mental health.

We are in a top private fund and all of have accident cover. If this information is needed maybe a letter from a Doctor or from their personal trainer or head of sports. Just a few options if needed.

I hope this is looked at and changed. It might not affect my son, but there is plenty of other teenagers leading a strong sports career.

As the Council no longer has a Council Community Gym Advisory Committee, it is recommended that a process for approving gym memberships under 16 years of age be taken to Council's next Audit, Risk and Improvement Committee (ARIC) meeting, which is due to be held on Monday 4 March 2024. Conditions for membership under 16 could include an identified specific training need signed by parent, teacher, trainer that states they are familiar with the use of the gym equipment and are able to operate it unsupervised.



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:

Reducing the age of membership allows greater access to Council's gym facilities, helping to promote health and fitness in our community.

Policy Implications:

This report proposes to modify existing gym use restrictions that were previously resolved by Council.



Item 7:

Notice of Motions



There are no Notice of Motions for February 2024



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.



Item 9: Management Review Reports



9.1 OFFICE OF THE GENERAL MANAGER

Ref: WO/2024/00317

Responsible Executive: General Manager

Attachment: Action List January & February (Extra Ordinary)
2024 – WO/2024/00274

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 April 2024	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 Focus on current planning backlog then prioritise delivery for completion End April 2024
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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>				
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 April 2024	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> <p>Focus on current planning backlog then prioritise delivery for completion End April 2024</p>

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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2. Request ministerial consent from NSW Department of Industry—Lands & Water to manage land known as:
- 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

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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 Jan 2024</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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	<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. – Opening of Beverly Betts Rose Garden held on 13022024 - COMPLETED 13022024
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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	30122022 31032023 Dec-2023 Apr 2024	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 Currently no finding available under ongoing review
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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 (1017 – being Lot A DP 159627 known as 2N Middle Street Walcha) from Schedule 5 of the <i>Walcha Local</i> 	DED DID	31032021 Aug-2023 Apr 2024	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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	<p><i>Environmental Planning Plan 2012</i>, and</p> <p>2. Advise the land owner that:</p> <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> <p>Focus on current planning backlog then prioritise delivery for completion End April 2024</p>
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Ordinary – 27 October 2021

<p>59/20212022 27 Oct 2021</p>	<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</i></p>	<p>DED DID</p>	<p>30062022 Oct-2023 Apr 2024</p>	<p>As per resolution</p>	<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> <p>Focus on current planning backlog then prioritise delivery for completion End April 2024</p>
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	<p><i>Landscape Values: Stage 1 Report – Identifying Issues, March 2005, Appendix B: 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. <p>2. Prepare a further amendment to the <i>Amended Walcha Development Control Plan 2019</i> in regards to all renewable energy development.</p> <p>3. Include provision in any future Section 7.11 Development Contribution Plan for a contribution for renewable energy development.</p>				
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	4. Amend the Walcha Local Environmental Plan 2012 by ensuring all Land Use Tables reflect the provisions of all relevant State Environmental Planning Policies				
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Ordinary – 16 February 2022

127/20212022	Item: 4.2.12 – Constructive Solutions Update 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.	DI DID	30062022 31032023 July 2023 Dec 23 Feb 2024 Apr 2024	As per resolution	Engineering team is working on improving all end-of-project functions, including contractor performance and capitalisation. Project Management Framework being developed to include <ul style="list-style-type: none"> • Inception –Initiation – Project Charter • Project Planning – Project Plan • Project Implementation • Project Control • Project Close Project evaluation tool development underway Oct/Nov 2023. Key project management framework packages to be scoped out and delivered early 2024
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Ordinary – March 2022

156/20212022	10.1 Minutes of the Walcha Council Capital Advisory Committee Meeting held on Thursday 17 February 2022 WO/2022/00501 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.	DID	TBA	As per resolution	Project will require a variation approval to proceed. Approval for variation received and submitted to September 2023 Council Meeting Once construction of bridge is finished then the relocation of existing murals
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					closer to the new bridge can be completed.
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Ordinary – 30 November 2022

90/20222023	<p>7. NOTICES OF MOTION</p> <p>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 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.</p>	DID / GM	DEC2023 DEC2024	As per resolution	<p>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.</p> <p>With the funding agreement with EnergyCo now signed, Council will progress the undertaking of impact analysis and further strategic planning work to guide us through the renewable energy transition. It is likely that Strategic Plan will follow completion of a cumulative impact study.</p>
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	90 The Original Motion became the Substantive Motion and was put to the VOTE and CARRIED .				
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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. Availability of own source funds to complete this project before June 2024. Design work underway. Feb 2023 Initial design options complete – review and consultation underway.
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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	DCC	12042023 Sep 2023 Feb 2024	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.
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	and report back to Council regarding the outcome.				
	<p>■ 4.2.3 Electrical upgrade of 6W Hamilton Street Walcha – Carlec Auto Electrician</p> <p>That an additional quote be obtained for this work and a report be prepared for Council.</p>	DCC / MCT	19042023	Prepare as per resolution – April Ordinary Meeting	Currently awaiting quotations. Likely to occur in the 2025 FY

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</p> <p>Aug 23</p> <p>Oct 23</p> <p>Dec 2023</p>	As per resolution	Waiting response from our additional Growing Regions Funding Application before being able to proceed.
CC19/20222023	<p>3.4 Planning Agreements for Renewable Energy Developments WO/2023/00585</p> <p>that Council:</p>	GM	<p>300823</p> <p>Oct 23</p> <p>Mar 24</p>	As per resolution	Preferred legal representation chosen with consultation with Uralla Shire Council – Walcha Council to take lead on the engagement. Allocation of

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
	<p>1. 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:</p> <p>a) 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;</p> <p>b) The developer contribution is allocated via the General Fund to infrastructure, services or other public amenities in accordance with the Operational Plan;</p> <p>2. SEEK legal review of each draft Planning Agreement before presentation to Council for endorsement to proceed to public exhibition prior to finalisation;</p> <p>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.</p>				<p>\$25K in budget for upper fee limit for works.</p> <p>Final draft with Winterbourne Wind for review/comment, prior to public exhibition.</p> <p>Completion of final draft VPA is imminent, and will be available for public exhibition and comment during March 2024.</p>

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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>	<p>14062023 Sep 2023 Jan 2023</p>	<p>EA – check with Betts Family to see what they would like on the signage at Rose Garden ie: "Bev or Beverly Betts Rose Garden"</p> <p>DID – ensure sign is ordered with correct name for installation timing with completion of Rose Garden Project.</p>	<p>Spoken to both – will follow up by 14 June – then will advise DID</p> <p>Delayed due to unable to contact one of the family at the moment. Review 04082023</p> <p>EA – Sign name: "Beverly Betts Rose Garden" – advised Project Manager and DID. - 24082023</p> <p>Finalise signage and arrange for official opening during Spring 2023. End of November seems to be better for the flowers in the garden – Parks & Garden Dept. 17102023</p> <p>Awaiting signage. Signage received.</p> <p>EA: Organising Opening with Adam Marshall – possibly 13 February 2024.</p> <p>COMPLETED 13022024</p>
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Ordinary – 30 August 2023

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 	<p>EA / GM / Mayor</p>	<p>14092023</p>	<p>As per resolution:</p> <p>CM9 Folder</p> <p>Terms of Reference – purpose, membership etc</p> <p>Organise Meetings</p> <p>Minutes</p>	<p>Report to November 2023 Council Meeting</p> <p>Community Consultation is the next step – scheduled 18 Dec 2023 – Public Meeting at Walcha Bowling Club</p>
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Walcha Council's Meeting Action List



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	<p>Aged Care Facility with the name to be 'Apsley Riverview Working Group';</p> <p>2. APPROVE the membership to consist of:</p> <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 <p>3. ENDORSE the purpose of the Apsley Riverview Working Group to be to investigate, contact and review suitability of identified aged care providers.</p>				<p>Positive comments and feedback after community consultation. Resolution from January 2024 Meeting to proceed.</p> <p>COMPLETED Jan 2024</p>
35/20232024	<p>LATE REPORT:</p> <p>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	No further information as at 19102023

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Ordinary – 27 September 2023

55/20232024	<p>6.7 Formation of a Local Traffic Committee for Walcha Local Government Area WO/2023/01713</p> <p>that Council:</p> <ol style="list-style-type: none"> APPOINT the Director Infrastructure & Development as Council's representative to the Committee; and CONSULT with the Local State Member, Adam Marshall MP, to advise his nominee. 	GM	06102023	As per resolution	<p>Letter to Adam Marshall MP asking for nominee</p> <p>Completed Jan 24</p>
58/20232024	<p>7. NOTICES OF MOTION</p> <p>7.1 Notice of Motion Number 29: Pedestrian Crossings WO/2023/01809</p> <p>that Council:</p> <ol style="list-style-type: none"> approach Transport for NSW to investigate and implement a traffic calming device to slow traffic approaching the pedestrian crossing in Fitzroy Street. investigate and implement a traffic calming device to slow traffic approaching the pedestrian crossing in Derby Street. 	GM / DID	Mar 2023	As per resolution	<p>To be discussed at Traffic Committee</p> <p>10122023 Review</p> <p>Requests sent to TfNSW currently planning traffic committee meeting for Mar 2024</p> <p>Feb 2023 RSA complete late Dec 23, workshop to be programmed to identify control measures.</p>

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Ordinary – 25 October 2023

72/20232024	<p>6.2 Purchase 15T Rubber Tracked Excavator and Mulcher Head Attachment WO/2023/01987</p> <p>that Council APPROVE the purchase of a 15T rubber tracked excavator, including the purchase of an appropriate mulching head attachment, that will be funded from the existing approved plant replacement budget.</p>	DCC	Feb 24		Outcome of RFQ process tabled at Feb 24 Closed Council meeting for Award.
CC18/2324	<p>13.1 Tender for Gravel Resheeting W23/81 WINT/2023/04651</p> <p>that Council REJECT ALL Tenders for Tender No.: W23/81 – Gravel Resheeting – Construction only and enter into negotiations with the preferred tenderer OK Earthmoving for a reduced scope of work.</p>	DID		As per resolution	COMPLETED – Works underway.

Ordinary – 29 November 2023

90/20232024	<p>6.3 Walcha Antique Machinery & Truck Club – Request for Sponsorship of Waste Removal WO/2023/02260</p> <p>that Council APPROVE Sponsorship for the Walcha Antique Machinery & Truck Show in 2024 by waiving the Waste Gate Fees for the 50 wheelie bins of waste at Council's</p>	DID		As per resolution. Ensure JR Richards fulfil their contribution Advise Waste Depot Staff	COMPLETED
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Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
	Waste Management Facility, in the amount of up to \$247.50				
95/20232024	<p>10.2 Minutes of the Walcha Council Arts Advisory Committee Meeting held on Tuesday 31 October 2023 at the Council Chambers WINT/2023/04363</p> <p>3.3 Cultural Gifts Proposals: that Council:</p> <p>1. ACCEPT "Sitting Man" by Stephen King and "Eyebeam" by Ben Tooth artworks as cultural gifts and place the "Sitting Man" at the Multi Purpose Health Service Walcha and "Eyebeam" to be placed at the Walcha Memorial Baths;</p> <p>2. SEND a letter of thanks to Stephen King and Ben Tooth for donating these artworks to Council.</p>	DID	21122023	As per resolution	Letters sent – COMPLETED 16022024
	Request regarding the Beverly Betts Rose Garden Ceremony – is it going to be before Christmas? Has the plaque been received?	DID	13122023	As per request – Question on Notice	Opening Ceremony held 13022024 COMPLETED
	<p>Mayor Noakes requested if Director Corporate & Community can report back to Council on the following plant purchased, how they are performing against their business cases to purchase said plant:</p> <ul style="list-style-type: none"> - Jet Patcher - Rubber Tracked Excavator <p>This request can be reported early in 2024</p>	DCC	28022024	As per request – Questions on Notice	Report completed for February Council Meeting. Rubber tracked excavator currently out to market for formal Request For Quote via vendor panel.

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Ordinary – 13 December 2023

102/20232024	<p>6.1 Mandatory Notifiable Data Breach Reporting Policy WO/2023/02388</p> <p>that Council:</p> <p>1.APPROVE the Draft Data Breach Policy to be placed on public exhibition for a period of 28 days;</p> <p>2.In the event that no submissions are received ADOPT the Policy; and</p> <p>3.If any submissions are received, REQUEST the Customer Service Coordinator prepare a further report to Council with details of the submissions.</p>	EA	19012024 20022024	<p>Place Draft Policy on Website</p> <p>Advertise in Apsley Advocate As per policy if submissions received</p> <p>If no submissions – update policy with Resolution number and place on website.</p> <p>Create new page for the Mandatory Data Breach Scheme</p>	<p>Placed on website 14122023 until 19012024 – Complete</p> <p>Advertise Wed 10012024</p> <p>NO Submissions received. Updated Policy and placed on website</p> <p>COMPLETED</p>
	<p>10.4 Minutes of the Walcha Council Beautification Advisory Committee Meeting held on Wednesday 22 November 2023 at Council Chambers Hamilton Street, Walcha.</p> <p>WINT/2023/04364</p> <p>2.2 Darjeeling Road Proposed Tree Removal – RFT W22/219 – Walcha Pathways Design Project</p> <p>This recommendation is taken as feedback on the consultation of Pathways Design Project.</p>	DID	Jan 2024	<p>Ensure feedback is included with Pathways Design Project</p>	COMPLETED Feb 24
109/20232024	<p>2.4 Proposed Location of Artwork at the Swimming Pool</p>	DID	??	As per resolution	NOTED will be included in the Middle Street Design.

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
	that Council consider keeping the round garden bed at the Pool entrance with minor tidying of the garden and install this artwork on the grassed area outside the Pool entrance between the gym and the Pool entrance.				COMPLETED Feb 24
CC27/20232024	<p>that Council under Section 13.1 of the Walcha Council Code of Meeting Practice 2023, Council ADOPT the following items in bulk:</p> <p>3.1 Tender Evaluation W22/223 – Old Brookmount & Hazeldene Causeways – Design & Construct</p> <p>That Council:</p> <ol style="list-style-type: none"> AWARD Tender No. W22/223 Old Brookmount and Hazeldene Causeways – Design and Construct for the lump sum of \$470,383.59 GST exclusive to Engineering & Civil Contractor Pty Ltd subject to OLG Funding deed approval of the nominated projects; APPROVE a project financial contingency of 10% of the contract sum, \$47,038.00 to be approved under Council Officer Delegation and change request process. 	DID	Feb 24	Notify Tenderer of resolution. Ensure financial contingency is organised with DCC	<p>Awaiting formal approval from funding body (OLG).</p> <p>Approval received, Tender Awarded. Completed Feb 24</p>
CC27/20232024	3.2 Thunderbolts Way Segment 4670 Rehabilitation – allocate funding under Capital Works Budget	DID	26/4/2024	Ensure monies are allotted correctly	Works to commence in earnest once the Gravel Resheeting Program is complete around mid-March. Sealing

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
	<i>That Council ALLOCATE \$328,195 of Roads to Recovery funding and \$162,580.86 of Regional & Local Roads Repair funding to the Regional Roads Roads Capital Works budget for the construction of Thunderbolts Way Segment 4670 Rehabilitation.</i>				and final completion is due about mid-April
CC27/20232024	<p>3.3 Brackendale Road Segment 10 Rehabilitation – Award full Stabilisation Works and Allocate Funding under Capital Works Budget</p> <p><i>That Council</i></p> <ol style="list-style-type: none"> AWARD Full Service Stabilisation Works to Hiway Stabilisers under LGP 213-2 Panel Tender for the lump sum of \$212,800 GST exclusive to Hiway Stabilisers Australia Pty Ltd. ALLOCATE \$340,588.81 of Regional & Local Road Repair funding to the Seal Local Roads Capital Works budget for the construction of Brackendale Rd Segment 10 Rehabilitation. 	DID	29/2/2024	<p>Advise Tenderer</p> <p>Allocate Monies accordingly</p>	Works to commence as at 29/01/2024. Sealing and final completion is due by the end of Feb
CC27/20232024	<p>3.4 Aberaldie Road Segment 100/110 Rehabilitation – Award full Stabilisation Works</p> <p><i>That Council AWARD Full Service Stabilisation Works to Hiway Stabilisers under LGP 213-2 Panel Tender for the lump</i></p>	DID	29/2/2024	Advise Tenderer	Works to commence as at 29/01/2024. Sealing and final completion is due by the end of Feb

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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	<i>sum of \$171,780 GST exclusive to Hiway Stabilisers Australia Pty Ltd.</i>				
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Ordinary – January 2024

114/20232024	<p>2. CONFIRMATION OF THE ORDINARY MEETING MINUTES HELD ON WEDNESDAY 13 DECEMBER 2023:</p> <p>that the Minutes of the Ordinary Meeting held on Wednesday 13 December 2023, copies of which have been distributed to all members, be taken as read and confirmed a TRUE record.</p>	EA	07022024	Update Resolutions Register Place on website	COMPLETED 01022024
115/20232024	<p>4.1 Request by Clr Hicks to Attend Meeting by Audio Visual Link</p> <p>that Council APPROVE the request by Clr Nena Hicks to attend Council's Ordinary Meeting being held today, 31 January 2024, via audio visual link due to her being medically unfit to travel.</p>	EA	01022024	Ensure that it is noted in minutes	COMPLETED 31012024
	<p>4.2 Declaration of Interest – Clr Kermode – Item 6.4 Review of Policies</p> <p>Clr Kermode has declared a Pecuniary – Conflict of Interest in Item 6.4 Review of Policies, which includes an update to the Procurement Policy, as Clr Kermode is an occasional contractor for Council. Clr</p>	EA	01022024	Recorded in Minutes Updated Disclosures Registers Saved in CM9 and related to Minutes and Report.	COMPLETED 01022024

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
	Kermode will leave the Chambers and take no part in the debate.				
117/20232024	<p>6.1 Apsley Riverview Community Consultation WO/2024/00074</p> <p>that Council AUTHORISE the General Manager to:</p> <ol style="list-style-type: none"> ENTER into negotiations with Presbyterian Aged Care for Walcha Council to become the operator of Riverview Aged Care; and ENGAGE appropriate legal advice using existing budgeted funds. 	DCC	022022024	As per resolution	Negotiations underway with PAC, appropriate legal firms being canvased and will be engaged by end of Feb. Aged Care accreditation process should also be completed by end of Feb.
118/20232024	<p>6.2 Commonwealth Home Support Program – Presbyterian Aged Care Relinquishment of Funding WO/2023/02452</p> <p>that Council APPROVE the acceptance of additional Commonwealth Home Support Program Funding if offered by Presbyterian Aged Care or the Department of Health.</p>	DCC	-	No specific time line however, if the funding is offered to Council then a complete report to Council with full budget.	
119/20232024	<p>6.3 John Oxley Sewer Extension – Budget Allocation Increase WO/2024/00139</p> <p>that Council, with respect to the John Oxley Sewer Extension – Design and Construct Tender W23/140:</p>	DID	ASAP	As per resolution	Awaiting outcome of funding variation request with SCCF.

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
	<ol style="list-style-type: none"> APPROVE the additional project cost of \$98,580 ex GST for supply and installation of eleven sewer manholes. APPROVE the Stronger Country Communities Fund (Round 5) variation request of \$100,000 to increase total project budget to \$860,541 ex GST. NOTE the final anticipated contract cost of \$843,034.55 ex GST, leaving \$17,506.45 for internal project management and contingency should the variation request be approved. 				
120/20232024	<p>6.4 Review of Policies WO/2024/00064</p> <p>that Council:</p> <ol style="list-style-type: none"> UPDATE & ADOPT the Procurement Policy as presented; PUBLICLY exhibit the Draft Contract Management Policy for a period of 28 days; ADOPT the Draft Contract Management Policy as presented should no submissions be received as a result of the public exhibition. 	EA	08022023 08022023 08032024	As per resolution	Updated and replaced old version in 3 places – Policies, Procurement x 2 - 07022024 Placed on website 08022024 – due 08032024
121/20232024	<p>6.5 Walcha Golf Club – Request for Sponsorship for Women's World Sandgreen Championships – April 2024 WO/2024/00125</p>	GM	08022023	Sign agreement and send back to Golf NSW Limited	Completed 06022024 LEG-1264

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
	That Council APPROVE the Partner Agreement between Walcha Council and Golf NSW Limited to provide in-kind support to Walcha Golf Club of \$5,000 to assist them host the Women's World Sandgreen Championships in April 2024.				
122/20232024	6.6 Alternate Representative for Audit Risk & Improvement Committee WO/2024/00138 that Council APPOINT Councillor Pointing as the Alternate Council Representative on the Audit Risk & Improvement Committee for the ensuing term of Council.	EA	08022024	Ensure the alternate representative is updated in the Walcha Council Advisory Committees document	COMPLETED 20022024
123/20232024	7.1 Notice of Motion # 30 – Temporary Worker Accommodation in Walcha WO/2024/00124 that Council seek consultant services to develop an issues paper and response strategy in relation to Temporary Workforce Accommodation in the Walcha Local Government Area.	GM	May 2024		Worker accommodation to be considered in Cumulative Impact Study. Council to seek consultant service quotations and engagement over coming months.
	10.1 Minutes of the Walcha Council Australia Day Advisory Committee Meeting held on Monday 8 January 2024 at Council Chambers, Hamilton Street, Walcha. WO/2024/00008 Action: Letter to Steve McCoy and Karen Brown thanking them both for their	GM	05022024	Write letters as per resolution	Letters completed 16022024 and posted COMPLETED

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
	amazing work in regards to the Australia Day event. Truly appreciated.				
CC29/20232024	<p>3.1 Evaluation of Tender REGPRO362324 – Supply & Delivery of Hardware WINT/2024/00063 that Council:</p> <ol style="list-style-type: none"> AWARD REGPRO362324 Supply & Delivery of Hardware to J Blackwood & Son Pty Ltd trading as Blackwoods for the period 01 January 2024 to 31 December 2026; and ALLOW a provision for a 12 month extension based on satisfactory supplier performance which may take this contract through to 31 December 2027. 	EA	08022024	Advise Regional Procurement of Resolution. Also Store Person at Council	<p>Emailed Michael Lowe, Regional Procurement of the resolution.</p> <p>Included GM & Stores Person in the email.</p> <p>COMPLETED 01022024</p>
CC30/20232024	<p>3.2 Requests to Waive or Reimburse Waste Depot Fees WINT/2024/00274 that Council:</p> <ol style="list-style-type: none"> WAIVE the Waste Disposal Fee for one trailer load of mixed waste for the Walcha & District Historical Society; WAIVE Green Waste Fees incurred by the Lions Club for maintenance of the Lions Park; and DO NOT reimburse the resident as per the Third Request, but investigate the ongoing impacts that the plants are having on road safety. 	DID	08022024	<p>Advise each applicant the resolution outcome for them.</p> <p>Engineer to assess the road safety aspect of keeping the hedge plants</p>	<p>Emailed Anna & Rob and advised of the resolutions. Emailed WDHS to advise of their resolution for one trailer load. – EA 0102204-</p> <p>COMPLETED</p>

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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ExtraOrdinary – February 2024

CC34/20232024	<p>3.1 Tender W22/225 – Middle & Walsh Streets Rehabilitation – Design and Construct WINT/2024/00547</p> <p>that Council:</p> <ol style="list-style-type: none"> AWARD Tender No. W22/225 – Middle & Walsh Streets Rehabilitation for the lump sum of \$1,010,196 GST exclusive to Durack Civil Pty Ltd; APPROVE a project financial contingency of 10% of the contract sum, \$101,019 to be approved under Council Officer Delegation and change request process. 	DID	ASAP	<p>Notify Durack Civil Pty Ltd of the awarded tender.</p> <p>Commence work as soon as possible.</p>	COMPLETED Feb 24
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9.2 INFRASTRUCTURE & DEVELOPMENT:

Ref: WO/2024/00321

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 31.12.2023	15	4	2
Estimated Development Value – 31.12.2023	\$1,848,750	\$912,000	\$87,180

1.1 Determinations Issued

January 2024				
Development Applications				
Number	Description	Address	Determination	Assessment Days
10.2022.22.2	Subdivision of land / Garage	201W Hill Street Walcha	Approved under delegated authority	184
Construction Certificates				
Number	Description	Address	Determination	
Nil				
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 31.01.2024	
Under Assessment:	5
On Notification	0
Additional Information Requested	1
Waiting on State Agency Comment	0
Waiting on Fee Payment	1
Total	7

1.3 Certificates & Advice

January 2024			
Number Issued	2022-23	2023-24	Current Period
Occupation Certificates	10	7	0
Subdivision Certificates	4	4	0
Planning Certificates	340	303	16
Building Information Certificates	2	1	0
Outstanding Notices Orders Certificates	11	11	0
Bushfire Attack Level Certificates	0	0	0
Dwelling Entitlement Advice	0	0	0

2. Environment & Regulation

2.1 Section 68 Activities

January 2024	2022-23	2023-24	Current Period
Number Issued	27	5	0

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

December 2023			
Compliance Inspections & Reports Issued	2022-23	2023-24	Current Period
On-Site Sewage Management Systems	5	0	0
Food Premises	15	0	0
Private Swimming Pools	0	0	0
Fire Safety Schedules	0	0	0
Skin Penetration Procedure Premises	0	0	0
Advertisements / Advertising Structures (incl. sandwich boards)	0	0	0



3. **Animal Control**

3.1 **Companion Animal Registrations 2023-2024**

January 2024			
Number Registered	2022-23	2023-24	Current Period
Desexed	6	12	1
Non Desexed	2	1	0
Pensioner Desexed	4	4	0
Pound Purchased Desexed	2	1	0
Cat Desexed	2	3	0
Under 6 Months	-	-	0
Working/Recognised Breeder	21	2	0
Total	38	12	1
Value	\$2,395	\$1295	\$75

3.2 **Companion Animal Seizures 2023-2024**

January 2024			
Number	2022-23	2023-24	Current Period
Seized	53	36	0
Surrendered	24	20	0
Released	9	11	0
Rehomed	21	7	0
Euthanised	21	5	0
Stolen/Escaped	-	1	0
Total	128	80	0

3.3 **Companion Animal Ranger Services 2023-2024**

January 2024			
Number	2022-23	2023-24	Current Period
Dog Attack Investigation	19	11	0
Roaming Dogs	59	32	2
Roaming Cats	32	12	0
Barking Dogs	40	14	1
Total	25	69	3



3.4 Companion Animal Ranger Services 2023-2024

January 2024				
Number		2022-23	2023-24	Current Period
Cautions		63	18	1
Dangerous Dogs	Notice	1	0	0
	Order	0	0	0
Nuisance Dogs	Notice	0	0	0
	Order	0	0	0
Menacing Dog	Notice	0	0	0
	Order	0	0	0
Penalty Notices		6	0	0
Total		70	18	1

4. Regulatory Service

4.1 Regulatory Services Financial Year Comparison

As at 31.01.2024				
Number		2022-23	2023-24	Current Period
Overgrown Allotment		50	13	2
Accumulation of Waste		2	3	0
Keeping of Animals		146	36	1
Vehicles on Nature Strip		0	0	0
Abandoned Vehicle		11	12	1
Noise Abatement		37	21	2
Environmental Pollution		4	0	0
Total		250	85	6

4.2 Regulatory Action Financial Year Comparison

As at 31.01.2024				
Number		2022-23	2023-24	Current Period
Complaint Investigated		148	85	6
Warning Issued		100	45	4
Notice of Intention Served		2	1	1
Order Served		0	0	0
Penalty Notice Issued		0	0	0
Total		250	131	11



Monthly Breakup of Action Taken Against Relevant Service

January 2024						
Regulatory Service	Complaint Investigated	Warning Issued	Notice of Intention Served	Order Served	Penalty Notice Issued	Total
Overgrown Allotment	2	2	1	0	0	5
Accumulation of Waste	0	0	0	0	0	0
Keeping of Animals	1	0	0	0	0	1
Vehicles on Nature Strip	0	0	0	0	0	0
Abandoned Vehicle	1	1	0	0	0	0
Noise Abatement	2	1	0	0	0	3
Environmental Pollution	0	0	0	0	0	0
Total	6	4	1	0	0	


5. Roads

5.1 Inspections & Incidents

	Road inspections km	Incidents
Rural Roads	680km gravel 300km sealed	0
Regional Roads	110km Oxley x2 89km Thunderbolts x2	0
Weather event inspections	110km Oxley x0 89km Thunderbolts x0	<u>0</u>



5.2 Roads Construction (directly delivered)

Local & Urban Roads	
<p>Gravel Resheeting</p> <p>Walcha Council will be undertaking Gravel Resheeting on our local unsealed road network.</p> <p>These works will be focused on priority locations on Brackendale Rd, Englefield Rd, Flags Niangala Rd, Stock Route Rd, Geraldine Rd, Hartford Rd, Scrubby Gully Rd, Tia Diggings Rd, Kangaroo Flat Rd, St Leonards Ck Rd and Lakes Rd.</p> <p>These works will commence in late December 2023 and are due to be complete by early March 2024.</p> <p>Progress 80% Due Completion 8/3/2024 Budget \$1,588,301</p>	 Two photographs showing unsealed roads in a rural landscape. The top photo shows a dirt road curving through a grassy field under a blue sky. The bottom photo shows a similar dirt road stretching into the distance.
<p>Bitumen Sealing</p> <p>Bitumen Resealing on our local sealed road network.</p> <p>These works will be focused on priority locations on Brackendale Rd, Moona Plains Rd and Campfire Rd.</p> <p>When will works take place?</p> <p>These works are due to commence in mid-February and be completed by early March.</p> <p>Progress 80% Due Completion 1/3/2024 Budget \$400,000</p> <p>Bitumen Resealing on our urban sealed road network.</p> <p>These works will be focused on priority locations on Sempill Cres, North St (east and west), Middle St and Hill St.</p> <p>When will works take place?</p> <p>These works are due to commence in mid-February and be completed by early March.</p> <p>Progress 80% Due Completion 1/3/2024 Budget \$150,000</p>	



South Street Pedestrian Crossing

What's Happening?

Walcha Council will be undertaking works to improve foot traffic safety and connectivity on South St near the Anglican Church and the Fitzroy St intersection roundabout.

When will works take place?

Investigations are still underway and the project is still in its concept stage, however, works are expected to take place around April/May 2024.

Concept plans are currently available for review

Further inquiry or feedback about any of these projects to Walcha Council is invited. Please contact Council on 6774 2500 or email council@walcha.nsw.gov.au.

Progress | 10%

Due Completion | 1/3/2024

Budget | TBD ~\$30,000 - \$50,000

Recently Finished Works

Brackendale Road Rehabilitation

What's Happening?

Major roadworks is due to take place on Brackendale about 3km's south of the Oxley Hwy intersection. These works will involve widening the road and correcting the shape of the existing road surface.

When will works take place?

Major construction is due to take place in early February and be complete by late February.

Aberbaldie Road #2 Rehabilitation

Aberbaldie Rd #2 Rehabilitation

What's Happening?






Major roadworks is due to take place on Aberbaldie 1km north of the Cobrabald River Bridge. These works will involve widening the road and correcting the shape of the existing road surface.

When will works take place?

Major construction is due to take place in early February and be complete by late February.




6. Water & Wastewater


<p>Volume of water abstracted – until 12 January shutdown of River pumping station.</p>	<p>11.88 ML</p>	
<p>Off Creek Storage 1 Level Off Creek Storage 2 Level Combined Dam storage level</p>	<p>26.67 % 94.13 % 42.45 %</p>	
<p>Volume of Water Treated</p>	<p>14.56 ML</p>	
<p>Number of Water Quality Incidents</p>	<p>0</p>	
<p>Number of Watermain Breaks/Leaks</p> <p>Water main break on 17 January Radial crack in the 100mm Asbestos pipe possibly due to ground movement - Marks first repair.</p>	<p>1</p>	
<p>Volume of wastewater received/treated</p>	<p>12.52 ML</p>	
<p>Number of wastewater incidents</p> <p>Truck wash bay 2 December – Pipe work removed and modified to allow for accessibility of unblocking line and reinstating the Truck wash bay back online by the Water & Wastewater Team.</p>	<p>0</p>	



Swimming Pool

Number of Patrons	10056	Max day 302 (24/1/24)
Number of Water Quality Incidents	0	
After adjusting the Chlorine controller from last moths issue the pool has been working well.		

7. Urban

<p>Parks & Garden: All Parks, sporting fields, street scape gardens and cemetery gardens were maintained. Nowendoc & Woolbrook Grounds maintenance carried out, fallen tree removal.</p> <p>Construction activities: Street sweeping and kerb, gutter & Grave duties/maintenance.</p>	
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8. Solid Waste




Quantity of general waste received	160t
Quantity of green waste received	125t
Quantity of waste recycled (bailed)	N/A
Number of enviro incidents	0
Landfill status – drone photo	N/A



9. 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 & URBAN ROADS													
Middle Street Rehab	PF	Fixing Local Roads R2	\$ 1,111,215	Nov-21	Jun-24	\$ 21,251	On Track					Tender Awarded	Design and Delivery to be completed by 30 June 2024
Walsh Street Rehab	PF	Fixing Local Roads R2		Jan-22	Jun-24	\$ 17,062	On Track						
Aberbaldie Road Rehab #2	JM	Rehabilitation of Segment 100/110 - Fixing Local Roads R3	\$ 279,265	Jun-24	Feb-24	\$ 221,780	On Track					On Track	COMPLETE
Brackendale Road Rehab	JM	Rehabilitation of Segment 10 - Regional & Local Rds. Emergency Round	\$ 340,589	Jun-24	Feb-24	\$ 266,850	On Track					On Track	COMPLETE
Gravel Resheeting Program	JM	Annual gravel resheeting of 50km of unsealed roads in various locations	\$ 1,588,301	Mar-24	Mar-24	\$ 943,215	On Track. Likely to come under budget					On Track for completion end of March	On Track for completion end of March
Bitumen Resealing	JM	Annual bitumen resealing of sealed local and urban roads in various locations	\$ 550,000	Jun-24	Mar-24	\$ 40,700	On Track					On Track for completion end of March	On Track for completion end of March
South St Crossing	JM	Pedestrian crossing investigations on South St between Fitzroy and Churchill St	\$ 30,000	Jun-24	Jun-24	\$ 10,820	On Track. Construction costs are still yet unknown					Two design options have been supplied for review and feedback	Design completion & construction.
Fixing Local Rds. Priority Pothole Round	JM	Pothole and general road repair funding	\$ 314,555	Dec-23	Dec-23	\$ 316,960	Complete					Complete	
Routine Maintenance	JM	Maintenance grading, veg management, drainage etc.	\$ 1,885,337	Jun-24	Jun-24	\$ 627,575	Underspent due to crews working on other capital projects. Excess funds may be channelled into capital works to achieve our R2R own source reference rate						Minimal works planned due to ongoing work on the Resheeting Program
Other Capital Works	JM	Culverts, Dust Suppressions etc.	\$ 130,000	Jun-24	Jun-24	\$ -	Underspent due to crews working on other capital projects. Excess funds may be channelled into capital works to achieve our R2R own source reference rate						Minimal works planned due to ongoing work on the Resheeting Program
Three Causeways	PF	Rehabilitation works for 2 causeways on Old Brookmount Rd, and Hazeldean Road.	\$ 427,000	Jun-23	Jun-24	\$ 40,000	Increase funds allocated from OLG Grant awaiting scope approval APPROVED	Pub RFT				On Track	Team will move from Boxley to Causeways upon completion.
Walcha Aerodrome	PF	Seal existing access, Elec supply improvements, regravell existing runway	\$ 1,610,000	Oct-22	Mar-25	\$ 1,161,321	Currently under budget pending	DEL				EOT request to be submitted by 31/01/2024 - confirmation that the wider fund has been extended to 2025.	Rwy:Design specification confirmation with runway consultant and Geotech. - 37k Additional work to be scoped
BRIDGES													
Army Bridge	WF		\$ 2,050,850		Jul-24	\$ 151,319	Army Bridge awarded with funding variation secured FCB	Eval RFT				80% design complete	Site establishment and works commencing
Winterbourne Bridge	WF		\$ 643,104		TBC	\$ 59,244	The tendered price is above current Funding and a variation will be required.	Eval RFT				Works cannot proceed until funding secured	Winterbourne and Mooraback funding cocontribution applied for via Bridge Renewal Program (BRP)
Mooraback Bridge	WF		\$ 526,680		TBC	\$ 49,157		Eval RFT					
Boxley Bridge	PF		\$ 979,000	Aug-24	Aug-24	\$ 32,175	On Track	DEL				On Track	Side track active since Jan 10th Old Bridge demolished Abutments delivered and installed Pre cast done 70% - on track for completion Apr 2024
RMCC													
Routine Maintenance	JM	Annual routine maintenance	\$ 613,596	Jun-24	Jun-24	\$ 386,125	On Track	DEL				On Track	Routine road maintenance works continuing. Minor pavement patch scoping in progress. Undertaking Pothole patching, inspections, guideposts, etc.
Resealing	JM	Annual bitumen resealing	\$ 356,539	Dec-23	Dec-23	\$ 321,230	Complete					Complete	All works complete. \$35k contingency to be moved into general revenue

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
Heavy Patching	JM	Annual heavy patching program	\$ 515,283	Mar-24	Mar-24	\$ 330,428	On track				On track		About 4 weeks remaining on the project. Final completion and line marking expected by mid march
REGIONAL ROADS													
Derby Street - (Segments 4710 and 4720)	AB	Rehabilitation, drainage, service replacement, kerb and gutter, parking, sealing	\$ 6,960,000	Jun-22	Dec-24	\$ 394,738	On Track		DEL		Both Restart NSW & HVSP Funding Partners have approved the EOT requests		Publish Tender
Routine Maintenance	JM	Annual routine maintenance	\$ 334,213	Jun-24	Jun-24	\$ 257,125	On track. Expenses to even out as the classified roads crews continue to spend time on capital works away from routine maintenance				On track		
Mayors Corner Rehab	JM	Rehab on segment 4670 5km south of Walcha	\$ 490,776	Apr-24	Apr-24	\$ -	On track				On track		Works to commence mid march after the completion of the gravel resheeting program
Resealing	JM	Annual bitumen resealing	\$ 284,727	Dec-23	Dec-23	\$ 264,876	Complete				Complete		
WATER, WASTEWATER & WASTE													
Walcha Off Creek Storage	AB	Off Creek Storage	\$ 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 - Complete 3. Package 8 - Complete 4. Package 7 Electrical & Control - Awarded in delivery phase 5. Package 6b Mechanical & Civil - Awarded in delivery phase		Final package commenced on site scheduled for completion in March 2024
John Oxley Sewer Extension	RP PF	Construction of new SPS at John Oxley Oval, and sewer connection to existing network	\$ 760,541	TBD	Jun-24	\$ 5,966	On Track with revised budget		DEL		On Track		75% gravity main done. On track
Water Meter Replacement	RP	Smart Metering	\$ 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		Mar-24	\$ 61,851	On Track		DEL		Works commenced		Amenities 99% finished
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 for completion works next closed season (2024). Amenities opened prior to Christmas with kiosk nearing completion.		RFT prep for water/structural work closure 2024
Renew Walcha Skate Park	WF	New skate park facilities, new fence for John Oxley Oval, CCTV	\$ 966,964	Jun-23	TBD	\$ 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		Growing Region Grant submitted pending approval (\$530 000)

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
Pathways Project - Town	PF	Construction of various connecting pathways in Walcha	\$ 654,465	Mar-24	Mar-24	\$ 115,944	On Track	On Track	DEL			Tender Published	construction March - Apr 2024
Pathways Project - Darjeeling	PF	Construction of pathway from Lions Park to John Oxley Oval	\$ 1,324,455	Mar-24	Mar-24	\$ 76,334	On Track	On Track	DEL			Design completed - IFT in progress	RFT publication Mid Mar 2024 construction March - Apr 2024
Pathways Project - Summervale	PF	Construction of pathway from Walcha to Summervale	\$ 1,750,254	Nov-24	Nov-24	\$ 77,160	On Track	On Track	DEL			Design completed - IFT in progress	RFT publication Mid Mar 2024 construction March - Apr 2024
Rose Garden	WF	Rock wall and post and rail fence surrounding the rose garden	\$ 45,000	Jun-23	Jun-23	\$ 39,985	On Track	On Track	DEL			Complete	Complete
TOTAL			\$ 40,538,796			\$ 11,097,967							



9.3 CORPORATE & COMMUNITY:

Ref: WO/2024/00273

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.

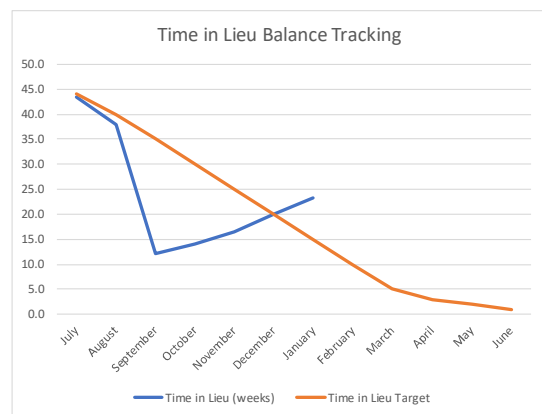
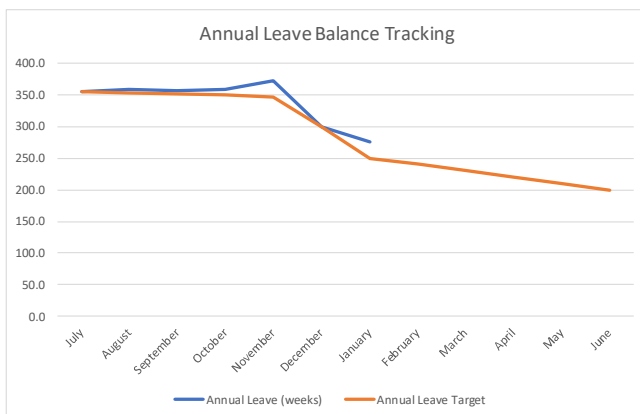
RECOMMENDATION: That items included in the Corporate & Community Management Review Report be NOTED by Council.

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	JANUARY 2024			JUNE 2023			Comments/Reduction Strategy
	Annual Leave Weeks	RDO Days	Time in Lieu Weeks	Annual Leave Weeks	RDO Days	Time in Lieu Weeks	
Office of the General Manager	106	4	2	109	4	3	
Infrastructure	165	5	16	198	4	46	Community and tourism balances include some negative available balances for leave taken in the first year of employment where the system only applies available leave after 12 months
Planning & Development	9	0	0	18	2	0	
Community & Tourism	-4	1	5	26	1	5	
Totals	275	10	23	351	11	54	



Leave balances are responding to the work with staff around leave plans for excessive leave.



To provide context of the total annual leave and Time In Lieu balance below is the movement by year since 2020:

2020: 520 weeks

2021: 488 weeks

2022: 450 weeks

2023: 405 weeks

2024: 298 weeks (This is lower after the Christmas break however is expected to be down on 2023 by June 2024)

This demonstrates that Council is effectively managing leave balances and bringing them down toward acceptable levels.

2. Walcha Council Customer Request Management (CRM)

	1 Month	1-2 Months	2-3 Months	3-6 Months	6 Months +	Total CRM's
PLANNING & ENVIRONMENT	29	25	26	0	0	80
ENGINEERING	30	30	30	53	0	143
ADMINISTRATION	3	3	1	1	1	9
Total OPEN CRM's						232

December CRM = 159

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.

3. 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 December 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 - JAN 2024	
Opening Balance	15,737,748
New Deposits	
Interest Reinvested	11,808
Deposits Redeemed	(1,514,097)
Closing Balance	14,235,459

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 JANUARY 2024

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	22/08/2023	181	19/02/2024	4.91%	522,562.90	12,723.48	535,286.38	11,566.71		3.67%	37844807
	TD	31/07/2023	210	26/02/2024	5.30%	1,000,000.00	30,493.14	1,030,493.14			7.02%	416873585
	TD	1/03/2023	365	29/02/2024	5.00%	259,243.56	12,962.17	272,205.73			1.82%	917202309
	TD	6/11/2023	120	5/03/2024	5.05%	583,105.16	9,681.14	592,786.30	19,367.16		4.10%	872609622
	TD	31/07/2023	240	27/03/2024	5.30%	1,000,000.00	34,849.31	1,034,849.31			7.02%	416873585
	TD	31/10/2023	149	28/03/2024	5.10%	523,957.02	10,908.35	534,865.38	11,869.22		3.68%	488134669
	TD	4/12/2023	120	2/04/2024	5.00%	582,023.31	9,238.75	571,262.06	13,671.25		3.95%	972272676
	TD	27/11/2023	151	26/04/2024	5.10%	1,022,196.17	21,566.95	1,043,763.12	22,196.17		7.18%	371151983
	TD	3/10/2023	210	30/04/2024	5.15%	1,042,700.57	30,895.35	1,073,595.92	22,144.67		7.32%	485796165
	TD	4/09/2023	242	3/05/2024	5.03%	1,040,995.46	34,716.77	1,075,712.23	23,093.82		7.31%	37844807
	TD	1/12/2023	180	29/05/2024	5.15%	1,000,000.00	25,397.26	1,025,397.26			7.02%	
	TD	4/12/2023	180	1/06/2024	5.15%	1,016,712.33	25,821.71	1,042,534.04	31,112.33		7.14%	305170588
	TD	4/09/2023	274	4/06/2024	5.05%	1,040,995.46	39,463.71	1,080,459.17	23,093.82		7.31%	37844807
	TD	20/12/2023	210	17/07/2024	4.90%	530,054.65	14,943.18	544,997.83	15,101.53		3.72%	37844807
	TD	1/12/2023	241	29/07/2024	5.20%	1,000,000.00	34,334.25	1,034,334.25			7.02%	
	TD	4/08/2023	367	5/08/2024	5.25%	646,746.03	34,140.21	680,886.24	23,075.80		4.54%	416873585
	TD	22/12/2023	241	19/08/2024	4.87%	640,022.24	20,580.13	660,602.38	26,403.13		4.50%	37844807
	TD	18/09/2023	365	17/09/2024	5.20%	266,579.60	13,862.15	280,441.75	10,801.55		1.87%	444927886
	TD	4/10/2023	365	3/10/2024	5.25%	266,237.89	13,977.49	280,215.38	11,220.75		1.87%	919512554
	TD	12/01/2024	365	11/01/2025	5.05%	271,325.36	13,701.93	285,027.29	11,808.04		1.91%	919675556
	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
	TD			3/10/2023					21,698.64	1,000,000.00	0.00%	305170588
	TD			20/11/2023					13,154.58	514,953.12	0.00%	37844807
	TD			1/01/2024					14,859.52	514,097	0.00%	486916667
	TD			24/01/2024					31,541.67	1,000,000	0.00%	371400628
Average rate						5.10%	14,235,457.72	444,257.43	14,679,715.15	376,647.97	4,047,867.46	100%

Capital Value of Portfolio	\$	14,235,458
Redeemed Value of Portfolio	\$	4,047,867
Market Value of Portfolio 30/06/2024	\$	14,679,715
Estimated Profit(Loss) 30/06/2024	\$	444,257

PREVIOUS FINANCIAL YEAR COMPARATIVE DATA: 31/01/2023

Interest Earned YTD	\$	83,111
Market Value of Portfolio	\$	12,588,750
Average interest rate		3.97%
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				
TD Redeemed	2	\$ 1,514,097	\$ 46,401	
TD Reinvested	1	\$ 271,325	\$ 13,702	5.05%

Institutional Exposure	Investment at Market Value	% of Portfolio
	3,774,631	27%
	10,460,827	73%
	14,235,458	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)



4. Walcha Council Unrestricted Cash Reconciliation

UNRESTRICTED CASH RECONCILIATION		
	JAN 2024	June 2023
Total Cash & Investments	15,394,269	16,275,800
External Restrictions:		
Contract Liabilities - General Fund	2,955,976	4,919,975
Contract Liabilities - Water Fund	87,161	0
Specific Purpose Grants	4,049,156	2,219,877
Water Fund (interfunding balance)	2,669,181	837,030
Sewer Fund (interfunding balance)	560,913	566,819
	10,322,386	8,543,701
Internal Allocations	3,430,328	7,539,223
Unrestricted Cash	1,641,555	192,877

Cash & Investments is made up of:

Term Deposits	\$14,235,458
Operating Account	\$838,487
Total	\$1,158,811

- 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		
Library	Public Library Infrastructure Grants	This application has been submitted. We will hear in March 2024 if we are successful.
Youth	Summer & Autumn Holiday Activities	Successful
WCCC	Adhoc Funding Application	Application for extension funding for the existing service.

Operational Overview	
WCCC	WCCC has worked hard to increase their numbers in preparation for transitioning to the Support at Home funding model. Unfortunately, this has been postponed to 2027, with no guarantee that it will start then. This means that WCCC is pushed to its financial limit. We have applied for special funding that will allow us to continue operating at our current high level, however if we are not successful we will need to look at reducing the services that are on offer to stay within the funding budget.
Preschool	Preschool is closed for most of January, however we have 62 children enrolled for 2024. 2023 finished with approximately 76 children and was the largest enrolment year we have had. Enrolment numbers will increase throughout the year as children turn 3 and start attending.
Library & Youth	Another amazing school holiday program has been rolled out. Cassie continues to punch above her weight with what she can achieve with a limited budget and space. Plans are now underway for Youth Week which is held in April.
Early Intervention	EI is closed for most of January.
Tourism	The tourism team have been welcoming visitors from near and far. The funding acquittal and final report for the Motorcycle Rally is being completed and is taking up a lot of time. The report has been presented to this Council meeting.
Building Assets	The contract Building Surveyor has provided an estimate of building values to underpin a building maintenance budget. These figures



	will be used to set a building maintenance budget for 2024/2025 and beyond.
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Priorities for February/March

- Riverview Working Group
- Funding acquittals and reporting

1. Walcha Council Community Care (WCCC) January 2024

1.1 Groups

January is the month of re-set and planning for WCCC. While we did not run main programming at all we did continue to do some Friday takeaway days so that our more isolated clients did not go too long without contact and lose their sense of community.

During the month the main focus was to do a full audit of the client files, check off all compliance requirements and maintain the Meals on Wheels and the Transport services, both of which continued to run throughout the month. The files are a huge job due to the ratio of clients to staff but we are continuing to work through them and are making great progress.

We also focused on planning and the coordination of ongoing programming for the next few months. While the weather is hot we try to do as much as we can, however because the weather is hot it can be hard to get people to go out so it is a balancing act!

1.2 Transport –

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

<p>Bus to Armidale (every Thursday)</p> <p>Week 1: 3 Week 2: 3 Week 3: 4 Week 4: 5 Week 5: N/A</p>	<p>Group Transport (excursions)</p> <p>Group programs closed during January</p>
<p>Taxi Vouchers –</p> <p>29 clients used the service 259 trips being provided.</p>	<p>Additional Group Transport</p> <p>Group programs closed during January</p>

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: 394

Mains: 218
Frozens: 103
Desserts: 73

1.5 Feedback and Complaints

We had a 'Thumbs Up' in the Advocate for our transport program on 24/01/24- 'To the ladies at Community Transport for your excellent and compassionate service'.

Jess Goodwin
Community Care Coordinator

2. Library and Youth

January 2024

- Loans: 486
- Returns: 554
- Reservations placed & issued: 138
- New members: 7
- Door count: 865
- Wi-fi use: 35
- Computer use: 83
- Housebound: 8

Other statistics:

- eLibrary: Borrow Box
 - 83 users
 - 210 eAudiobooks
 - 97 eBooks

The Walcha Library had a busy start to the new year. The number of loans and returns reflected the library's one week closure in the beginning of this month, however reservations placed and issued returned to average as the delivery from headquarters resumed also. The new member registrations spiked as new families moved to the area before the start of the school year, as did the door count as a number of activities for children were hosted in the library this month.

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 increased again this month, and now has 366 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 15 posts on the Facebook page, reaching 387 people, 48% more than last month. With 3 popular Instagram posts shared throughout January, the content received 36 'likes'. Library and Youth Instagram attracted 3 new followers this month. There are now 269 people following the library and youth events and information shared through this media.

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 0 engagement posts			

Service content: informative posts about the library services, facilities and programs	# people reached on Facebook	People engaging on Instagram	
Total 18 service posts	4743	36	
School holiday program advertising and photos reporting on event outcomes	139, 153, 151, 1500, 198, 116, 235, 120, 1600	21, 6, 9	<p>The flyer for the Walcha Council Summer Holiday Program (January 2024) lists several activities: <ul style="list-style-type: none"> FELT ART @ WALCHA LIBRARY: Learn how to make felted products. 10am - 11.30am, Ages 10+. Tuesday 16th Jan 2024. Call Walcha Library to book 67742550. THE SCIENCE OF MAGIC: The science behind some amazing magic tricks and take home your own 'Pepper's Ghost' illusion. Ages 9+. 10.30 - 11.30am, Thurs 18th Jan. Call Walcha Library to book 67742550. LEGO DAY OUT: Lego Masters Andrew and Damian have a display and interactive workshop at the Tamworth Country Music Festival. Book online asap to secure your seat! Monday 22nd January 2024. Book online asap to secure your seat! BASKETBALL: Travis from Own the Rock Academy is returning to Walcha SHC for his basketball clinics this summer! Tues 23rd Jan 2024. Call Walcha Library to book 67742550. CLAY EARRING WORKSHOP: Make your own clay earrings. Open to all school aged children. Walcha Tennis Club. From 2-4pm, Tuesday 23rd Jan. Cost: \$10. Book online now! </p>



<p>Stories & videos of school holiday events including photos</p>	<p>40, 61, 62, 59, 57, 252</p>	
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Programs

The puzzle library loans continue to be popular this month with some regular borrowers. With an average of 18 loans per month, and an increase in school holiday periods, the January total was a healthy 29 loans. Donations were received again this month, and some puzzles with damage were weeded from the collection. The Walcha Library now holds 10 more puzzles, totalling 127 jigsaw puzzles in its collection. The main display including puzzles again this month, encouraging members to ask staff about the collection.

This month the Seed Library collection continued to be accessed by the community, and tended to by our volunteers and staff.

Library Volunteer Veronica was able to visit once this month to help with some of the return item processing, and reservation preparation. There is also a local young person interested in volunteering after school this year, so arrangements are being made to facilitate that from next month.

Library staff have spent some time weeding the collection. This process needs to be done regularly to ensure that the shelves have the best selection of items. The exchange procedure starts fresh in January, so fiction, junior fiction and large print items that are no longer able to be exchanged are weeded to allow for new items to be purchased and added to the collection over the coming calendar year.

Storytime and Baby Booktime at Walcha Library is evaluated at the beginning of each year, so as not to clash with other activities for young families and daycarers. Plans to work with CNRL Speechie- librarian Kel Makepeace in January to organise Walcha Library Storytime & Baby Booktime have changed, as she is leaving the library to take a teaching position this year. Walcha Library staff were going to work with Kel to introduce the great new decodable reader collection to local families through the monthly Storytime sessions, but this will now be delayed until late February.



Housebound library services were arranged with Riverview, Elizabeth Cross Wing at the Walcha Hospital and our housebound members who receive deliveries again this month. Staff hand-picked items for the Riverview residents and a number of housebound individuals. Staff of the Elizabeth Cross Wing are again working with their patients to source movies and television series' of interest, and library staff are using the entire CNRL collection to help keep the residents entertained.

The 'Taphouse' Bookclub and Penny King's Bookclubs held their January meetings this month, however the Walcha Library Book club skipped this month as they do each year.

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.

Drop in IT support and assistance this month peaked again, with regular visits from members who needed support with using eLibrary apps, but also included general smart phone and tablet assistance with a handful of members. With staff now recording these 5, 10 & 15 minute interactions, they totalled 1.5 hours this month.

Walcha Library staff were unable to participate in any formal training this month. Due to the busy calendar of events for the holiday program, there wasn't enough time available.

Youth Activities

This month saw the second half of the summer holiday program of events, including:

- Felt Art; 11 children attended a workshop with local maker Jo Barr to learn the craft of felting. This activity involved wet felting, inside and outdoor on the footpath. The texture and manipulation was great for the children, especially those with tactile sensitivities.



- Science of Magic; 9 children participated in this workshop with CNRL Innovation Studio librarians from Tamworth. It included magic tricks and the secrets behind them, and using everyday equipment to write secret messages.
- Lego Day Out; 37 (booked for 40 but 3 unavoidable last minute cancellations) A bus load of local youth heading to Tamworth to enjoy the Tamworth Country Music Festival atmosphere and activities, and



of local youth heading to Tamworth to enjoy the Tamworth Country Music Festival atmosphere and activities, and



most importantly, the Connecting with Bricks Inc display and workshop with Lego Master celebrities, Andrew and Damien. They visited Walcha last summer, for an epic two days of building workshops, which inspired the concept of Connecting with Bricks to be included in the country music festival, for all ages. With a group of almost 40, Walcha certainly made the most of the excursion and the opportunity to rub shoulders with Lego and Country Music royalty. Special thanks goes out to parent volunteers, who



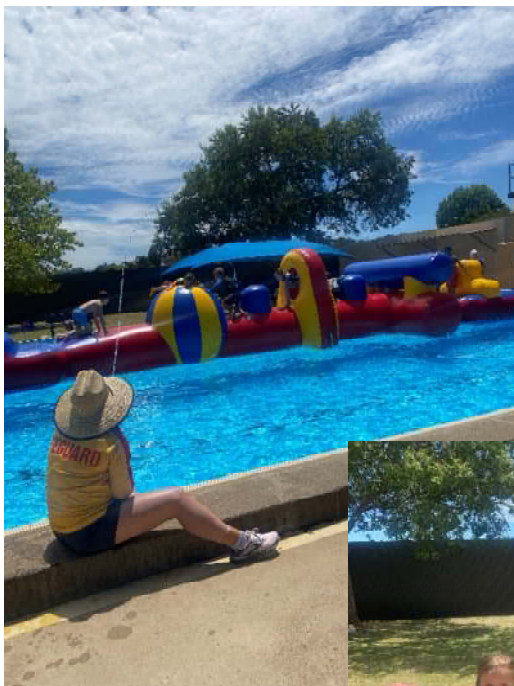
were instrumental in making this idea come to life.



- Clay Earring workshop; 20 children attended this hands on workshop to make their own clay jewellery. Held by local makers Bec Hoy and Bec Partridge at the Walcha Tennis Club, this workshop was subsidised by Council and parents were happy to contribute.



- Basketball; 27 children attended this clinic with Travis from Own the Rock Academy. Having visited Walcha in previous years, there were a lot of families that were unable to afford the clinic. These holidays the Council's youth budget was able to subsidise costs. Local basketball association also support this visiting resource and plans are already being discussed for future visits.
- Pool party; approx. 300 people attended the Walcha Memorial Baths for the annual pool party this year, from midday til close at 6pm. The free entry, inflatable, activities (in and out of the pool), games, music, lucky door prizes, icy poles and a sausage sizzle saw families coming and going all afternoon.



Staff are now busy evaluating the success of program, preparing the "Summer Break" survey comments from the participated in the the information to adjust plans for future holiday program events.

the reports for the NSW Government for funding, considering feedback and online survey sent to all families who Summer Break activities. Staff will use

As funding has already been provided for the "Autumn Break" program from the NSW Government for two large excursions in the next school holidays, planning had begun. These holidays also encompass the NSW Youth Week, of which youth-led activity funding is available,



with dollar-for-dollar Council contribution. The Youth Advisory Committee will meet next Monday to cement plans.

Cassie McKenna
Library Coordinator

3. Preschool

January 2024

We have had a great start to 2024 with many new families enrolled and lots of new little faces to get to know.

We started the year with staff completing some mandatory Child Protection training, this was a great refresher for those who have not visited this topic in a while and for some it was the first time they had completed any training of this kind.

The numbers for preschool this year, are good, not as high as last year but still very strong enrolments. This year we do still have a limited number of spots to fill. The Kangaroo room (4-5 years) has a total of 28 children attending over 5 days. The Koala room (3-4 years) has a total of 34 children attending over the 5 days, making a total of 62 children enrolled. This number will normally increase over the course of the year as children turn 3.

With slightly lower numbers on the Friday we have combine the class again, if we have the need to separate into two rooms again we will open up the spaces.

The bus numbers are lower this year, we are currently only running the bus Tuesday, Wednesday and Thursday with only 2-3 children using this service.

Melinda Bird
Preschool Nominated Supervisor

4. Tourism

January 2024

Number of visitors to Visitor Information Centre (VIC)

JANUARY	2024	2023	2022	2021
Walk in's	428	490	398	531
Phone enquiries	29	32	36	28
Email enquiries	2	31	0	3

WEBSITE STATISTICS	Jan	Dec	Nov	Oct
www.walchansw.com.au				
Total Visits	93,772	48,911	46,490	39,456
Total Pages	444,031	583,735	1,115,965	1,059,639
Total Hits	702,240	768,074	1,145,358	1,314,981



The Australian Tourism Data Warehouse (ATDW)

The Australian Tourism Data Warehouse (ATDW) is Australia's national platform for digital tourism marketing in Australia. The ATDW is jointly owned and managed by all Australian state and territory government tourism bodies.

The digital warehouse – ATDW Online – stores over 50,000 tourism profiles with information about local tourism operators. All information is available for distribution onto partners' websites, supporting local tourism businesses in expanding their online exposure, bookings and marketing.

Walcha Tourism staff continue to maintain and update listings for all tourism businesses in Walcha and all major events in Walcha, to help improve their online presence and ensure they are getting exposure to a wide audience via these major tourism platforms.

Walcha Handouts

We have a range of updated Walcha Handouts for visitors. These include retail, dining out, bushwalking, camping, day tripping and things to do with Kids. These Handouts will also be placed on the tourism website as downloads, making information on current dining and retail options in Walcha easy to access.

World Sandgreen Championships

Tourism staff have been collating Walcha information (including accommodation, dining out and general attractions) and high res imagery showcasing Walcha for Golf NSW for the upcoming World Sandgreen Championships. We have included anything which will drive business to the local business community and also benefit the Players who will be staying in Walcha.

Oxley Highway

The Oxley Highway closure continues to cause a great deal of confusion and frustration for travellers, as well as a great deal of angst for local businesses. Tourism staff have been sending information to all Visitor Information Centres and local businesses via email to keep them up to date, as well as posting information on the tourism social media pages.

Volunteer Family and Lunch

During December, sixteen of our Visitor Information Centre volunteers enjoyed a trip out to Tia Falls to view the new walking track, which is near completion. We organised for Local NPWS Ranger, Patrick Lupica, to meet us there. Patrick gave a talk, providing the group with expert knowledge and information on the area. After a short walk to the two main viewing platforms to view Tia Falls and Tia Gorge View we headed back to the day use area for morning tea. Next on our stop was a visit to two new local accommodation providers, Plumtree Cottage and Redhill Cottage, who have both done a wonderful job renovating these homes for visitors. After a delicious lunch together at the Commercial Hotel, a small number of us visited Alan Churchills amazing "It's Not a Train Set", which finished off a great day. We are so very fortunate to have 20 wonderful volunteers at the centre, a great group of people, who we very much appreciate.



Volunteers testing out the improved walking track at Tia Falls.



Volunteers enjoying the stunning view at Tia Falls



Visitor Information Centre – Visitor book comments

Some of the comments from visitors to the Walcha Visitor Information Centre this month include:

Great welcome – thanks! (France), Lovely town – very friendly (Mackay), Very helpful (QLD), Great – fabulous scenery (Sydney), Great info (France), Thanks for your help (Bunbury), Thank you for your welcome! (QLD), Fabulous scenery (Medowie), Beautiful town – love the artworks (QLD), Lovely town – lovely art (Wellington), Cute town – beautiful countryside (UK), Very good riding in the area (QLD), Awesome town!

SOCIAL MEDIA INSIGHTS – WALCHA TOURISM

Social media followers continue to increase steadily on both Facebook and Instagram. I boosted a post during January encouraging people to plan their trip to Walcha, with this post reaching 46K people and having excellent post interaction and engagement.

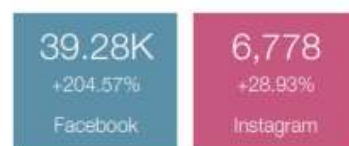
Followers

Walcha Tourism



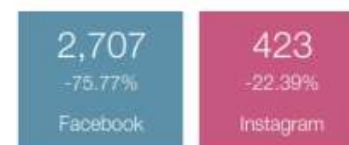
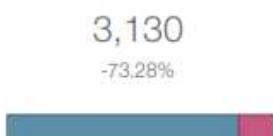
Impressions

Walcha Tourism



Post interactions

Walcha Tourism





Ranking of posts

Walcha Tourism

Showing 15 posts sorted by Impressions

Date	Image	Text	Network	Impressions	Interactions
Jan 21, 2024 08:00 AM		Escape the heat this summer and head to t...	Go	7,136	389
Jan 17, 2024 05:55 AM		Walcha hosts many wonderful events throughout t...	Go	2,366	276
Jan 03, 2024 08:00 AM		Apsley Falls and Gorge in World Heritage-listed...	Go	2,108	259
Jan 26, 2024 05:31 AM		The popular Walcha Races are coming soon! Walch...	Go	2,059	119
Jan 28, 2024 08:00 AM		What a view! @isaafn (via Instagram) ch...	Go	1,995	211
Jan 14, 2024 08:00 AM		The national parks around Walcha are dramati...	Go	1,318	279
Jan 07, 2024 08:00 AM		Keen to come up and ride this year? Walcha's...	Go	1,302	281
Jan 11, 2024 07:49 AM		Confirming that the OXLEY HIGHWAY is currently ...	Go	1,256	110
Jan 31, 2024 01:18 AM		The OXLEY HIGHWAY at Mt Seaview is currently OP...	Go	1,011	68
Jan 18, 2024 06:03 AM		The diverse terrain in New England High Country...	Go	985	59
Jan 12, 2024 08:20 AM		Come up for a great escape! @linkairwaysau @neh...	Go	818	29
Jan 19, 2024 09:39 AM		Some great four wheel driving can be enjoyed in...	Go	723	98
Jan 21, 2024 02:29 AM		Walcha Coffee's success on world stage.	Go	718	176
Jan 21, 2024 02:32 AM			Go	578	215



Jan 03, 2024
08:00 AM



Apsley Falls and Gorge in World Heritage-listed...

Go



567

46

Lisa Kirton
Tourism & Visitor Information Services Coordinator



Item 10:

Committee Reports

That Council RECEIVE and NOTE the Committee Reports as presented.



**Walcha Council
Australia Day Advisory Committee
Meeting Minutes**

held on

Monday, 5 February 2024

at 5:02pm at

Walcha Council Chambers

PRESENT: Don Murchie – Chairperson, Coral Westfold, Margaret Wellings, Linda Ballard, Phillip Hood – General Manager and Mayor Eric Noakes.

In Attendance: Nil.

1. APOLOGIES:

Linda Ballard

COMMITTEE MINUTES



2. DECLARATIONS OF INTEREST:

Nil

3. CONFIRMATION OF PREVIOUS MEETING MINUTES HELD ON MONDAY 8 JANUARY 2024:

The Minutes were agreed to be a true and accurate record of the Meeting.

Moved: Murchie Seconded: Wellings

4. BUSINESS ARISING:

Nil.

5. GENERAL BUSINESS:

- Feedback that the event generally went well. 200 attendees were fed on the day. Feedback on the Ambassador was positive and this feedback has already been provided to the Australia Day Commission.
- Comment from Quota that in future years they are to be provided with a list of who is entitled to a 'free' breakfast (guests, speakers) to save embarrassment.
- Committee wishes to send "Thank you's" to:
 - Gordon Edmonds – Bush Poet
 - Barbara Dunn
 - Karen & Paul Brown
 - Moons Bakery
- Karen Brown did a great job as MC, Committee would be more than happy to invite her back for next year.
- Awaiting final outcome on expenses, still some bills to come eg: Chairs. Monies taken on the day already returned to Council.

ACTIONS:

- Update Citizen of the Year photos.
- Can we have a list of all past winners (maybe on the website?)

6. DATE OF NEXT MEETING:

Next Meeting will not be until after Council elections – no set date. The Australia Day Commission will contact Council in the first instance to begin the process for next year.

THERE BEING NO FURTHER BUSINESS THE CHAIRMAN DECLARED THE MEETING CLOSED AT 5:25PM.



Walcha Council Arts Advisory Committee Meeting Minutes

held on

Tuesday, 6 February 2024

at

10.00am

at

Walcha Council Chambers

The Chair welcomed all members and declared the meeting open.

PRESENT: Mayor Eric Noakes (Chair), Clr Nena Hicks, Phillip Hood (General Manager), Stephen King, Yvette Stanton, Lauren Mackley (Arts Northwest Representative), Lisa Kirton (Tourism & Visitor Information Services Coordinator), Anna Lummis (Infrastructure & Development Support Officer), Harley Fontanella (Coordinator Urban Works).

Committee Minutes



RECOMMENDATIONS FROM MEETING

3.2 Current Committee Membership and call for nominations

RECOMMENDATION: That Council send a letter of thanks to Paula Jenkins for her contribution to the Walcha Arts Advisory Committee and her ongoing input and role with the Walcha Arts social media pages.

Confirmed after the meeting that this was already completed on the 25 January by email.

4.1 Town Entry Signage – “Dunghutti Country”

RECOMMENDATION: That Council consider leaving the town entry signs as they currently are, **HOWEVER**; install an appropriately sized “Dunghutti Country” sign on these existing town entry signs.

4.2 Shirley Davison Bridge – Totem Pole Sculpture

RECOMMENDATION: That Council allocate \$50,000 for the Shirley Davison Bridge sculpture, and \$15,000 for the Hospital Wall Mural works, in the LRCI Phase 4 project list.

APOLOGIES: N/A

1. CONFIRMATION OF MEETING MINUTES & ACTIONS ARISING

Previous Minutes of **31 October 2023** meeting were adopted without amendment and updates on Actions Arising were provided.

2. DECLARATIONS OF INTEREST:

N/A

3. GENERAL BUSINESS:

3.1 Council Arts Restricted Funds

This item was made a standing agenda item in a previous meeting; to remind members to submit a recommendation to Council, for inclusion of a budget amount for art acquisition each year, so that it isn't missed. A recommendation has gone to Council and been approved for inclusion of \$5,000 in the 2024/2025 Council budget.

3.2 Current Committee Membership and call for nominations

General Manager advised members that Paula Jenkins had resigned from this committee, but is continuing her role with the Walcha Arts social media pages; until a member joins this committee who has the ability to do this function.

Call for nominations for new members will be advertised in this week's edition of the Apsley Advocate.

ACTION: Secretariat to forward nomination form and advertisement to Arts North West for dispersal to their contacts.

ACTION: Secretariat to invite a representative from the Amaroo Lands Council to these meetings; as a standing invitation.



3.3 Derby Street Project Update

General Manager advised that the final design went to Council workshop last week, this design was formulated with the community feedback. At the end of that meeting, all of the Councillors agreed on all of the design elements, except for the signage. It was decided that the construction tender should be put out with the signage component removed from the scope; to keep this project progressing due to the tight funding timelines. Moving forward in regards to the signage component; this is dependent on the feedback of this committee and the Aboriginal Advisory Committee. This committee feels strongly that the current town entry signs design is sufficient; but that adding "Dunghutti Country" to these signs is extremely important.

3.4 Hospital Wall Mural Project Update

General Manager advised as per the recommendation to Council in the previous meeting minutes; \$15,000 for this project can be included in the LRCI Phase 4 funding project list. Stephen King enquired as to when this funding will be available to be used so that he can get the artists together to complete this project; General Manager advised it would likely be early next financial year.

ACTION: GM to include \$15,000 for this project in the LRCI Phase 4 funding project list.

3.5 Grant Funding Applications Update

Lauren Mackley spoke about the current open grants; there is a grant open for local governments to apply for, which is organisational funding. She advised that it is much easier to apply for funding for projects rather than apply for funding and then choose a project, as the application process can be extensive. If Arts Northwest have a list of detailed projects to find funds for, they can apply for suitable grant funding as it becomes available.

GM expressed that the construction tender for the Derby Street project could always come back more expensive than anticipated, leaving little money left under that project for updating the town entry signage. If there were grants available for updating town entry signage, he would be very interested in investigating that avenue.

Members agreed that funding opportunities for the maintenance of art and cultural assets should be applied for anytime there is applicable funding available.

Lauren advised that the acquisition of art and culture infrastructure does have funding opportunities arise from time to time.

ACTION: Lauren to send any applicable grant funding information/opportunities to GM and secretariat as it becomes available.

ACTION: Stephen to draft a list of priority projects for the next meeting. This will be provided to Lauren for sourcing relevant grant funding, as it becomes available; for these projects.

4. OTHER BUSINESS:

4.1 Town Entry Signage – "Dunghutti Country"

This committee feels strongly that the design of the current town entry signs is simple but sufficient and a new town entry sign design isn't needed; but adding "Dunghutti Country" to these existing signs is extremely important. The proposed design of the "Dunghutti Country



sign, created by Stephen; matches the existing town entry signs in material, size and overall design.

The addition of "Dunghutti Country" to the current town entry signs will be formally tabled through the Aboriginal Advisory Committee, once this committee is formed and a meeting date is set.

ACTION: GM to advise secretariat of the Aboriginal Advisory Committee that this item needs to be added to the next meeting agenda – this is an existing Actions Arising from October 2023 meeting, as this committee isn't formalised yet.

4.2 Shirley Davison Bridge – Totem Pole Sculpture

Members suggested that the Amaroo Lands Council be notified about this potential artwork and apply for cultural grant funding for this project; as discussed with Shannon, Eric and Phil. Lauren Mackley expressed she can assist the Amaroo Lands Council with writing this grant application.

ACTION: GM to contact Amaroo regarding applying for this cultural funding.

ACTION: GM to include \$50,000 for this project in the LRCI Phase 4 funding project list; if recommendation to Council is approved.

4.3 Relocation of Open-Air Gallery of Sculptures and Artworks 45. Bong Tree Island – Marcus Tatton, Tasmania: 2013.

Stephen King suggested that the sculpture outside of Foodworks, in the main street (WOAG .45) "Bong Tree Island", could be relocated to the front of the pool to meet the need for additional seating outside of the pool; and it has been mentioned that its current location isn't suitable as it is hidden under an awning and makes it difficult for the urban works team to undertake maintenance on this sculpture.

The Mayor advised that the cost of this relocation would need to be funded from the \$5,000 Arts Restricted Funds, so members needed to make a recommendation to council for this relocation; once a quote for the cost of this relocation is obtained.

ACTION: Coordinator Urban Works and Stephen King to investigate the feasibility and costs to relocate this sculpture from its current location to three (3) potential alternate locations; one being in front of the pool facility, including the necessary support required for the top of the sculpture.

Next Meeting: Tuesday 14 May 2024, at 10:00am.

THERE BEING NO FURTHER BUSINESS THE CHAIR DECLARED THE MEETING CLOSED AT 11:16AM.

Walcha Council Youth Advisory Committee Meeting



Held on

Tuesday, 13 February 2024

at

2.01pm

at

Walcha Central School, Walcha

PRESENT:

Karen Kermode (Acting Chairperson) – Acting Director Corporate & Community, Cassie McKenna – Youth Worker and Library Coordinator, Frankie Nivison, Veja Petuha and Olivia Barnes.

IN ATTENDANCE:

Karen Barnes (Walcha Central School Youth Worker), Dallas Hyatt (St Patrick's Primary School Principal)

1. APOLOGIES: Cllr Aurora Reilly, Eli Wellings, St Patrick's Primary School representatives

Mrs McKenna gave a quick overview of the purpose of the Committee to the new student representatives.

2. MINUTES OF PREVIOUS MEETING HELD 2 November 2023:

Minutes were reviewed and declared correct by Barnes and McKenna.

Committee Minutes

3. BUSINESS ARISING:

3.1 Youth Week working group meetings

Mrs McKenna gave an overview of the working group meetings. These will be held in the library on Thursday afternoon for interested youth to help plan and prepare for the Youth Week activities. Flyers were given to all attendees to distribute throughout their schools.

4. GENERAL BUSINESS:

4.1 Summer School Holiday Program

The application for the summer and autumn holiday programs was submitted and approved. These activities were very successful:

- Goanna Academy (Greg Inglis) – mental health message through fun and footy – 80 in attendance
- Lego Workshop at Tamworth with the Lego Masters

The annual pool party was also held and was a great success. It included the inflatable, sausage sizzle, games and activities.

4.2 Youth Week 2024 Planning

Ideas were presented by the members in attendance who consulted their peers beforehand, and from Mr Hyatt who shared on behalf of St Patricks Primary School student leaders who were unable to attend:

Excursion, movie, laser tag, beach day, escape room, bowling, rock climbing, slime and colour run, festival day, tag, trivia night, disco and inflatables (Stoney's) and drive-in movie night.

Plans for the Autumn Holidays are:

- Excursion - Port Wildnets & Billabong Zoo
- Excursion – Armidale rock climbing wall & movies.

4.3 Winter Holiday Break Planning

Ideas were put forward for feedback from the members:

- Stand-up comedy workshop – in conjunction with Uralla Library – interest shown
- Stand up with confidence workshops – interest shown
- Indoor activities – suggestions were cupcake decorating

4.4 Offer of services received

Mrs McKenna has received some offers from people who host activities for holidays and youth week. They included:

- Life Skills – not a lot of interest shown, and similar programming already happens in high school
- Laughter house – Circus Show – lots of interest shown

- Musical adventure playground – instruments made out of discarded items – some interest shown
- Bubble Games – inflatable games in arena – lots of interest shown.

These will be considered when funding is available.

THERE BEING NO FURTHER BUSINESS THE CHAIRPERSON DECLARED THE MEETING CLOSED AT 2.40PM.



Walcha Council Beautification Advisory Committee Meeting Minutes

held on

Wednesday, 21 February 2024

at

1.00 pm

at

Walcha Council Chambers

The Chair welcomed all members and declared the meeting open.

PRESENT: Cllr Anne-Marie Pointing, Alan Butler (Director Infrastructure & Development), Faye (Col) King, Gwen Higgins, Stephen King, Peter Blomfield, Phyllis Hoy.

IN ATTENDANCE: Anna Lummis (Infrastructure Support Officer), Cynthia Morris (Team Leader - Horticulture), Petrina Martin (Parks & Gardens Operator), Robert Powell (Manager Urban & Utilities).

Committee Minutes



RECOMMENDATIONS FROM MEETING:

Nil

APOLOGIES: Cllr Aurora Reilly, Robyn Vincent, Caroline Street.

1. CONFIRMATION OF MEETING MINUTES & ACTIONS ARISING

Previous minutes of **22 November 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 List of potential future projects for the Beautification Committee

Director Infrastructure & Development (DID) discussed the need to have this list prioritised and costed so that it can be determined by Council whether these projects/activities are possibly an operational activity and can be included in Councils annual budget (e.g. footpath cleaning as it will be ongoing); or if we need to source relevant funding for these to be completed (e.g. Ohio North Rest Area Upgrade).

Team Leader - Horticulture (TLH) advised she has had success propagating *clippers* in the depot greenhouse and enquired as to whether the committee thought these could be used as screening on the levy banks, listed on the future projects list; as this could be completed with no plant purchase cost to Council. Members were in agreeance on this suggestion.

ACTION: Secretariat to follow up with State Roads team regarding the Glen Gro rest area; last update provided by SR Supervisor was that sealing works at this location would be undertaken in January 2024 but this hasn't happened.

ACTION: Members to prioritise the future project list and bring back to next meeting to collectively decide on the priority order.

ACTION: DID & UW team to attend the Walcha Road War Memorial site and scope the costs of upgrading the stairs and undertake the planting of the additional bushes; and provide this information to the committee at the next meeting.

2.2 Derby Street Upgrade Design and Project Management – RFT W22/221 – Project Update

DID advised that the final design went to Council at the end of January, this design was formulated with the community feedback. At the end of that meeting, all of the Councillors agreed on all of the design elements, except for the signage component. It was decided that the construction tender should be put out with the signage component removed from the scope; to keep this project progressing due to the tight funding timelines.

Members discussed the potential tree plantings within this project; particularly the northern end of the project. They are concerned that certain varieties of the tree species provided in this plant schedule don't reflect the feedback that was provided from them and the UW team, to the Landscape Architect; during the presentation at a previous meeting.



ACTION: Peter Blomfield, as a representative of this committee; be invited to attend a zoom meeting with Collins Williams Consulting (Landscape Architect from Myrtle Studios), DID and UW team to further discuss the suggested “plant schedule”.

ACTION: Secretariat to email members with the draft planting plans and Memorial Park extent of work plan that DID shared during this meeting.

2.3 Tree Removal – Walsh Street and Middle Street Rehabilitation – Design and Construction – RFT W22/225

As part of this project, which was awarded last week; the *plane trees* outside of the pool facility in Middle Street will be removed due to their root systems infiltrating and causing issues in the sewer main and causing damage to the pool building. The ten old *prunus trees* scheduled for removal, as discussed in the November meeting (2.3 Middle Street Prunus Tree Removal), have also been included in the scope of works for this project.

In Walsh Street, originally the trees on the Northern side of the road were required to be removed as they are impacting Council assets (water main and stormwater drain) but the design is currently working on the feasibility of narrowing the road; in order to provide enough space for the replacement of these impacted assets, whilst still preserving these street trees.

2.4 Unauthorised Tree Maintenance Works by Residents

DID advised members of a recent incident where a resident had “pruned” a street tree in North Street; the resident was caught by a staff member and advised to stop the works. TLH hopes that due to a few buds remaining on the tree, the tree may grow back.

DID spoke about this incident prompting an additional section to be added to the Tree Maintenance Guidelines (DRAFT), providing detailed information on street trees; what is considered a valid issue with a street tree and what residents can and can’t do in regards to these issues with street trees.

DID plans for public comms to be put out through social media and the Apsley Advocate to inform/remind residents of the process to be taken if they have an issue with a street tree, and what a valid issue is in regards to street tree complaints/requests.

2.5 Council Carpark

DID advised that the trees in the Council carpark are dead and will be removed in the near future. Members discussed the impact that the long drought then significant rainfall Walcha has experienced, has had on many trees in town.

3. OTHER BUSINESS:

3.2 Tree Maintenance

Phyllis Hoy enquired as to what is happening with the street trees outside of the Council Chambers; TLH advised that these trees will be getting removed during the winter works program.

Clr Pointing mentioned that the trees in Lagoon Street are looking great, the previous pruning on these trees has proved to be very successful.



DID and TLH advised that the remaining trees in Lagoon Street will be pruned similarly, in the future. The pruning method and frequency of street tree maintenance will be documented in the Tree Management Guidelines.

Members advised that the Beverley Betts Rose Garden is looking great and reiterated their offer of volunteering in the maintenance/upkeep of this garden.

ACTION: DID to investigate the legalities of members of this committee volunteering to assist in the maintenance of the Beverley Betts Rose Garden.

3.3 Hospital Wall Mural Project - Update

Peter Blomfield enquired as to the status of this project; Stephen King advised as per the recommendation to Council in the October Arts meeting minutes; \$15,000 for this project will be included in the LRCI Phase 4 funding project list. This funding will be available to be used early next financial year so he will try to regroup the artists then.

Peter advised that in the original plans for this project, there was low maintenance planting scheduled for the top end of the wall. This is on the project list and needs to be scoped and prioritised.

Next Meeting: 22 May 2024 at 1:00pm.

THERE BEING NO FURTHER BUSINESS THE CHAIR THANKED MEMBERS AND DECLARED THE MEETING CLOSED AT 2:55PM.



Item 11:

Delegate Reports

That Council RECEIVE and NOTE the Delegate Reports as presented.

Walcha Community Consultative Committee

Meeting held at Council Chambers on Tuesday 12th December 2023 at 12noon

Members Present – Sue Green, Vicki McIvor, Bill Heazlett, Bob Burnell, Ron Denham, Mary Hoare, Lloyd Levingston, Peter McNeill, Aurora Reilly, Dallas Hyatt, Ben Ussher.

Apologies

Lyn Smith, Jaz Taylor, Adam Hall, Nichola Wood, Kruthika Nagananda, James Reilly.

Moved by Peter and Seconded by Bob that apologies be accepted as read

Due to the absence of a Police Officer discussions were held.

Minutes of the August meeting distributed by email/post.

(October meeting cancelled due to the unavailability of a Police Officer.)

Secretary moved that the minutes be accepted as read, Seconded by Carried

Business Arising from August Minutes

1. The “Old Hospital Site” was discussed and members present ask Councillor Reilly if there had been any update on the situation. Mayor Noakes has written to the Local Member - no reply yet.

2. President Sue Green stated that the Local Health Service, along with herself and an Aboriginal Land Council person from Coffs Harbour had viewed the “Old Hospital” site and interior last Wednesday 6th December for the purpose of doing a feasibility study.

3. Blair’s gully has been discussed before about keeping the area clean and free from rubbish, because if it blocks it will flood the CBD.

Councillor Reilly stated that she will take the above 2 points to tomorrow’s Council meeting for awareness reasons.

3. President Sue stated she would talk to Sgt. Freeman about Police attendance required for meetings. Sue had not been able to contact him. Vicki stated she will make further enquiries following the meeting.

Correspondence out from previous meeting – Minutes to members

Correspondence received - Nil

Business from Correspondence - Nil

S.E.S. Report – Bob Burnell

1. It has been reasonably quiet.

2. S.E.S. now has 3 new female members, a welcome addition to the Unit.

3. Assistance was requested by the Ambulance to help with lighting following an accident on the Brackendale Road.

4. During the Motor Bike Rally weekend, assistance was required to help with a MVA when the Westpac Helicopter was called in.

5. Ongoing Fire and Rescue training with the 3 new recruits will make a good solid base for their Unit.

Youth Groups

1. Sue mentioned that the “Pathfinders” youth group in Armidale will give Youths who are on probation or parole an opportunity to learn different trades and perhaps keep them out of trouble.

2. Interest has been shown that perhaps an area somewhere in Walcha for a “Drop in Centre” for youths after school would be beneficial.

3. Lloyd mentioned that school aged children were walking the streets and asked what can be done about it.

Our Ref: WI/2024/00942

Schools –

1. Ben Ussher (Walcha Central School) stated that the School is doing everything within their power to encourage children to stay at school, and legally they have to be at school until they are 17. A general discussion followed with similar thoughts of perhaps more Parental control would be a major issue.
2. Police were notified when some children were caught vaping whilst at school. The School is doing their best with Youth behavioural issues and this matter is being dealt with.

Council - Councillor Reilly

1. Aurora mentioned to Sue that perhaps the meeting which was held between Council, the Aboriginal community and Police last February should perhaps continue to try and help combat Youth issues.
2. Council has received 6 million dollars for the Derby Street upgrade.
3. Council now have a new Website and community members are encourage to have a look and feedback is welcomed

Other Community Reports

1. Mary stated that Walcha Quota Club had a Rep from Armidale Women's Shelter, to a meeting approximately 6 months ago to explain the role of the Shelter. Quota had thoughts of donating financially to them but to date; no one has gotten back to them.
2. Sue stated that the Amaroo buildings and the small buildings out at Ingalba have not been utilised for approximately 2 years, and due to particular circumstances, these buildings cannot be used for a Youth Group drop in centre.

Police Report – Nil

Questions pertaining to this Police Report

New Business

1. Sue also mentioned that discussions were being held in regards to having a "Women's Shelter" here in Walcha and a suitable premises would be required, and community support would be beneficial.
2. Peter suggested we write to Tamworth Police Dept. asking why no Police have been in attendance at these meetings. Secretary to organise.
3. Bill suggested a letter be written to our Local Member, Adam Marshall, asking him to contact the Minister of Aboriginal Affairs to see if an Aboriginal Liaison Officer could be appointed to the Armidale area, because our local offenders will not see the Liaison Officer from Tamworth.
4. Perhaps we should write to Council asking if they can do anything to encourage more Police Officers to come to Walcha.
5. The Anglican Hall was broken into a couple of weeks ago and the offenders stole \$300 worth of lollies that were for the "Gingerbread House" making afternoon.

Meeting closed at 1pm

Next meeting Tuesday 13th February 2024

Vicki McIvor
Secretary
0427 772 950
vicete@aapt.net.au

Sue Green
Chairperson/ President

P.S. Following the meeting, Vic did have a discussion with Constable Josh Wearne and explained what our meetings were about. I will send our Constitution to him for better understanding.

Our Ref: WI/2024/00942



Item 12:

Questions with Notice



Item: 12.1 **Ref:** WO/2024/00337
Title: Questions on Notice – January 2024 – Clr Berry – Business Plan for Proposed Developers of Renewable Energy Projects - CoREM
Author: General Manager
Previous Items: Not Applicable
Attachment: No

Community Strategic Plan Reference:

Goal 8.1: *Better Government will lead to a more efficient and effective service to our community that will exemplify good leadership, mutual respect and trust by being inclusive, ensuring open information and communication and encouraging active participation at all levels.*

Q: IN the Action List it states that CoREM have formed a Board and a Charter is being developed as well as a Statement of Expectations which will assist in developing the Council's Strategic Business Plan. Has this been developed?

A: With the funding agreement with EnergyCo now signed, Council will progress the undertaking of impact analysis and further strategic planning work to guide us through the renewable energy transition. Council will review the need for a Strategic Business Plan once an impact analysis has been completed.



Item: 12.2 **Ref:** WO/2024/00335
Title: Questions on Notice – Plant utilisation
Author: Director Corporate & Community
Previous Items: Not Applicable
Attachment: No

Introduction:

A question on notice was asked by Mayor Eric Noakes on the current performance of equipment previously purchased based on a business case that included planned utilisation. Mayor Noakes asked if Council could be provided information on recent equipment purchased including the Jet Patcher road patching truck and Skidsteer Loader and Planer.

Report:

	Approved business case	Actual hours achieved	Actual plant revenue	Actual plant costs	Comment
Jet Patcher	40 hrs/week	30 hrs / week	183,000 (174,000 funded externally)	152,438	Jet patcher utilisation was lower around August 2023 due to operator availability. Year to date costs are fully covered by external charging and funding.
Bobcat Skidsteer & Planer	No estimate of utilisation considered rather the opportunity cost of reducing contractor engagement	18 hrs / week	15,000	7,900	This machine and planer are seeing significant and consistent use and are being used on both local and regional roads for road patching tasks that are delivering significant savings compared to mobilising and utilising contractors for similar tasks.

Based on the utilisation of the Jet Patcher current performance is ahead of the original business case.



The utilisation of the Bobcat Skidsteer is consistently high and although the savings are harder to quantify, anecdotal evidence being fed back from operators is that they are completing patching tasks that would be far higher in cost were contractors to be engaged.



Item 13:

Referral to Closed Council Meeting



Item: 13.1 **Ref:** WO/2024/00338
Title: Referral to Closed Meeting:
Award Supplier – Purchase New Excavator
Author: Executive Assistant
Previous Items: Nil.
Attachment: Nil.

RECOMMENDATION: That, in accordance with the provisions of Section 10A (2)(c) of the *Local Government Act, 1993*,

1. the matter of Award Supplier – Purchase new Excavator be referred to be discussed in Closed Council and close the meeting to the public for the reason that 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.
2. 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)(c) of the Local Government Act, 1993.

Approval to refer the matters 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.