



BUSINESS PAPER
ORDINARY MEETING OF COUNCIL

To be held on

Wednesday, 27 March 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:

27 March 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 27 March 2024** commencing at **3:00pm**.

Yours sincerely

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

Phillip Hood
General Manager

STATEMENT OF ETHICAL OBLIGATIONS:

The Mayor and Councillors are bound by the Oath / Affirmation of Office made at the start of the Council term to undertake their duties in the best interests of the people of Walcha Council community and to faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the Local Government Act or any other Act, to the best of their skill and judgement.

Council Officials are also reminded of the requirement declare and appropriately manage any conflicts of interest they may have in relation to matters considered at this meeting in accordance with Council's Code of Conduct and Code of Meeting Practice.

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.

INDEX

1.	Leave of Absence
1.1	
2.	Confirmation of Previous Minutes
2.1	Minutes of the Ordinary Meeting held on Wednesday 28 February 2024 at Walcha Council Chambers. WO/2024/00361
2.2	Minutes of the Extra Ordinary Meeting held on Monday 11 March 2024 at Walcha Council Chambers. WO/2024/00447
3.	Business Arising
4.	Declarations of Interest / Request for Audio Visual Attendance
4.1	Clr NF Hicks – Request for attendance by Audio Visual
5.	Mayoral Minute
5.1	Nil



6. Senior Officers' Reports

6.1 Appoint Community Representatives to Advisory Committees

WO/2024/00483

6.2 Review of Multiple Policies

WO/2024/00498

7. Notice of Motion

Nil.

8. Matters of Urgency

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

9. Management Review Reports

9.1 Office of the General Manager

WO/2024/00433

9.2 Infrastructure & Development

WO/2024/00

9.3 Corporate & Community

WO/2024/00410

10. Committee Reports

10.1 Minutes of the Walcha Council Tourism Advisory Committee Meeting held on Tuesday 6 February 2024 at Council Chambers.

WO/2024/00243

10.2 Minutes of the Walcha Local Traffic Committee Meeting held on Thursday, 7 March 2024 at Council Chambers.

WO/2024/00480

11. Delegate Reports

11.1 Nil.

12. Questions with Notice

12.1 Nil.

13. Reports to be Considered in Closed Council

13.1 Referral to Closed Council:

a) New England Weeds Authority Request for Security Guarantee

b) Tender W23/71 – Various Town Pathways Project Construction only

WO/2024/00500

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, 28 February 2024

at 3:00pm at

Walcha Council Chambers

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

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

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

1. LEAVE OF ABSENCE:

135 **RESOLVED** on the Motion of Councillors Pointing and Kermode that the Leave of Absences received from Clr Ferrier and Clr Reilly, both due to medical reasons, be **APPROVED**.

MINUTES



2. CONFIRMATION OF THE ORDINARY MEETING MINUTES HELD ON WEDNESDAY 31 JANUARY 2024:

CONFIRMATION OF THE EXTRA ORDINARY MEETING MINUTES HELD ON THURSDAY 15 FEBRUARY 2024:

136 **RESOLVED** on the Motion of Councillors Kermode and Pointing that the Minutes of the Ordinary Meeting held on Wednesday 31 January 2024 AND the Minutes of the Extra Ordinary Meeting held on Thursday 15 February 2024, 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

137 **RESOLVED** on the Motion of Councillors Kermode and Berry that Council **APPROVE** the request from Clr Hicks to attend Council's Ordinary Meeting being today, Wednesday 28 February 2024, via audio visual link due to her being medically unfit to travel.

SUSPEND STANDING ORDERS

Clr Kermode spoke a few words on the health of former General Manager Rob Callaghan and expressed our thoughts and love to the family and Rob himself.

RESUME STANDING ORDERS

The Council Meeting resumed Standing Orders.

5. MAYORAL MINUTE

5.1 Dissolution of Namoi Joint Organisation

138 **RESOLVED** on the Motion of Councillors Noakes and Kermode 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.



6. SENIOR OFFICERS REPORT

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

6.1 Quarterly Review of Budget as at 31 December 2023 WO/2024/00169

140 **RESOLVED** on the Motion of Councillors Kermode and Pointing that Council:

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

Manager of Finance, Rose Strobel left the meeting at 3:13pm.

6.2 Agreement between Walcha Council and Energy Corporation of NSW (EnergyCo) WO/2024/00288

141 **RESOLVED** on the Motion of Councillors Kermode and Berry 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.

6.3 Derby Street Rehabilitation Final Design WO/2024/00323

142 **RESOLVED** on the Motion of Councillors Kermode and Berry that Council **ENDORSE** the final design for the Derby Street rehabilitation and beautification excluding the town centre signage and proceed to posting construction tender.

6.4 Pathways Construction – in Town and Darjeeling Road Final Design WO/2024/00333

143 **RESOLVED** on the Motion of Councillors Hicks and Pointing that Council **ENDORSE** the final design for the Pathway Construction in Town and Darjeeling Road and proceed to posting construction tenders.

6.5 Walcha Motorcycle Rally 2023 Final Report WO/2024/00329

144 **RESOLVED** on the Motion of Councillors Berry and Kermode that Council **NOTE** the Report.



**6.6 Request to Review Minimum Age for Community Gym Membership
WO/2024/00312**

145 **RESOLVED** on the Motion of Councillors Berry and Hicks that the Request to review the Minimum Age for Community Gym Membership be **REFERRED** to the Walcha Council Audit Risk & Improvement Committee and their recommendation to come back to Council for **DETERMINATION** on a future date.

7. NOTICES OF MOTION

Nil.

8. MATTERS OF URGENCY

Nil.

9. MANAGEMENT REVIEW REPORTS

9.1 Office of the General Manager WO/2024/00317

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

9.2 Infrastructure & Development WO/2024/00321

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

9.3 Corporate & Community WO/2024/00273

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

10. COMMITTEE REPORTS

149 **RESOLVED** on the Motion of Councillors Kermode and Hicks 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 5 February 2024 at Council Chambers, Hamilton Street, Walcha
WO/2024/00331**



Amendment: Apologies were from Lloyd Levingston not Linda Ballard who was present at that meeting.

10.2 Minutes of the Walcha Council Arts Advisory Committee Meeting held on Tuesday 6 February 2024 at Council Chambers, Hamilton Street Walcha. WO/2024/00277

150 **RESOLVED** on the Motion of Councillors Point and Berry that Council send a letter of thanks to Paula Jenkins for her contribution to the Walcha Council Arts Advisory Committee and her ongoing input and role with the Walcha Arts Social Media pages.

151 **RESOLVED** on the Motion of Councillors Hicks and Pointing that Council consider leaving the town entry signs as they currently are **FURTHER THAT** install an appropriately sized "Dunghutti Country" sign on these existing town entry signs.

152 **RESOLVED** on the Motion of Councillors Kermode and Pointing that Council allocate \$50,000 for the Shirley Davison Bridge totem pole sculpture and \$15,000 for the Hospital Wall Mural works in the Local Roads Community Infrastructure (LRCI) Phase 4 Project list.

10.3 Minutes of the Walcha Council Youth Advisory Committee Meeting held on Tuesday 13 February 2024 at the Walcha Central School WO/2024/00311

10.4 Minutes of the Walcha Council Beautification Advisory Committee Meeting held on Wednesday 21 February 2024 at Council Chambers, Hamilton Street, Walcha WO/2024/00334

11. DELEGATE REPORTS

153 **RESOLVED** on the Motion of Councillors Pointing and Kermode that Council **RECEIVE** and **NOTE** the Delegate Reports as presented

11.1 Minutes of the Walcha Community Consultative Committee Meeting held on Tuesday 12 December 2023 at Council Chambers, Hamilton Street, Walcha. WI/2024/00942



12. QUESTIONS ON NOTICE

Nil.

13. CLOSED COUNCIL

13A Referral to Closed Council:

WO/2024/00338

- 1. Award Supplier – Purchase New Excavator**
- 2. Legal Services – Riverview Aged Care**

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

- 1. the matters of Award Supplier – Purchase new Excavator AND Legal Services – Riverview Aged Care 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.

The Meeting moved into Closed Council at 4:08pm

155 The Meeting resumed in **OPEN** Council on the Motion of Councillors Kermode and Berry at 4:53pm.

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 Award Supplier – Purchase New Excavator WINT/2024/00326

038/20232024 **RESOLVED** on the Motion of Councillors Berry and Kermode that Council **PROCURE** a Kobelco SK135SR-7 Fifteen Tonne Excavator provided by GATO Sales Pty Ltd at a price of \$300,000 excluding GST and including the additional tilting hitch as recommended in the report and in compliance with Section 55 of the *Local Government Act, 1993*.



3.2 Riverview Aged Care Legal Advice Budget Allocation

WINT/2024/00753

039/20232024 **RESOLVED** on the Motion of Councillors Hicks and Berry that Council:

1. **ENDORSE** the engagement of Maddocks to provide legal services with regard to the transfer of operations of Riverview Aged Care to Walcha Council; and
2. **ALLOCATE** \$60,000 from Internal Restrictions currently assigned to 'Project Development' to be available as required for this purpose.

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



EXTRA ORDINARY MEETING OF COUNCIL

held on

Monday, 11 March 2024

At 4:50pm 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, NF Hicks (Audio Visual), SJ Kermode, AC Pointing and A Reilly.

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

1. LEAVE OF ABSENCE:

156 **RESOLVED** on the Motion of Councillors Kermode and Berry that the Leave of Absence from Clr Ferrier, due to medical reasons, 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

157 **RESOLVED** on the Motion of Councillors Pointing and Reilly that Council **APPROVE** the request by Clr Nena Hicks to attend Council's Extra Ordinary Meeting being held today, 11 March 2024, via audio visual link due to her being medically unfit to travel.

3. NOTICE OF MOTION

158 **RESOLVED** on the Motion of Councillors Pointing and Hicks that the Notice of Motion Reports be **RECEIVED** for further consideration.

3.1 Notice of Motion 31: New England Weeds Authority Request for Security Guarantee WO/2024/00430

Alternate Motion:

It was **MOVED** Clr Reilly that Walcha Council:

- 1) Authorises the provision of a guarantee as security for loan funding provided to the New England Weeds Authority;
- 2) That the amount of the guarantee to be provided to the Commonwealth Bank, shall be \$119,843, calculated in proportion to the Council's member contributions for the coming financial year, relative to the total member contributions of all four (4) constituent Councils: Glenn Innes Severn, Armidale Regional, Uralla Shire and Walcha Councils;
- 3) That the Mayor and the General Manager are authorised to execute the loan security documents by the Commonwealth Bank.

The **Motion FAILED** to get a **SECONDER** and therefore **LAPSED**.

A **Motion** was **Moved** Clr Berry **Seconded** Clr Kermode that Council **REFUSE** to authorise the provision of a Guarantee as security for loan funding provided to the New England Weeds Authority.

On being put to the **VOTE** the Motion was **TIED** and the Chair used his **CASTING VOTE** which was **AGAINST** the **Motion**.

THERE BEING NO FURTHER BUSINESS THE CHAIRMAN DECLARED THE MEETING CLOSED AT 5:07 PM.



Item 3:

Business

Arising from

Previous

Minutes



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



Item 5: Mayoral Minute



There was no Mayoral Minute submitted for
March 2024 at time of print.



Item 6:

Senior Officers' Reports

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



Item: 6.1 **Ref:** WO/2024/00483
Title: Appoint Community Representatives to Advisory Committees
Author: General Manager
Previous Items: Not Applicable
Attachment: No

Community Strategic Plan Reference:

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*
Goal 5.4: *Walcha's aboriginal communities will be supported and strengthened;*
Strategy 5.3.2: *Make the "Open Air Gallery" theme an integral part of the development of the Walcha Local Government Area.*
Action 8.1.1.1: *Provide the opportunity for the community to have input via Council Committees*

RECOMMENDATION: **That Council APPOINT:**

- 1. Fiona Barden and Glen O'Brien to the Walcha Council Motorcycle Rally Advisory Committee;**
 - 2. Shannon Green-Griffen, Garry Towney, Valma (Sue) Green and Bernadine Green to the Walcha Council Aboriginal Advisory Committee;**
 - 3. Katie Street and Melanie Oppenheimer to the Walcha Council Arts Advisory Committee.**
-

Introduction:

This report is to appoint community representatives on Council's Advisory Committees.

Report:

The Advisory Committee's, Motorcycle Rally; Aboriginal & Arts, have lost members over the last twelve months. Council have advertised for community representatives and have received the following nominations:

Walcha Council Motorcycle Rally Advisory Committee:

- Fiona Barden
- Glen O'Brien

Walcha Council Aboriginal Advisory Committee:

- Shannon Green-Griffen
- Garry Towney
- Valma (Sue) Green
- Bernadine Green

Walcha Council Arts Advisory Committee:

- Katie Street
- Melanie Oppenheimer



All of the nominations are within the Membership for each Committee as listed in the Terms of Reference. It is therefore recommended that all nominations be appointed.

Legal Implications:

There are no legal implications arising from this report.

Financial Implications:

There are no financial implications arising from this report.

Environmental Implications:

There are no environmental implications arising from this report.

Social Implications:

There are no social implications arising from this report.

Policy Implications:

This Report abides by the Committee Membership terms within each Committees Terms of Reference.



Item: 6.2 **Ref:** WO/2024/00498
Title: Review of Multiple Policies
Author: General Manager
Previous Items: Not Applicable
Attachment: Yes – Under Separate Cover – copy of all the Policies

Community Strategic Plan Reference:

Goal/Strategy Number: 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.

RECOMMENDATION: That Council **REVOKE** the following Policies::

1. Aids and Local Government Policy;
 2. Award Restructuring Policy;
 3. Cost Recovery – Damage to Council Property Policy;
 4. Council – Senior Officers Policy;
 5. Debtors – Ready Mix Concrete Policy;
 6. “D” Division of the Shires Association of NSW Policy;
 7. Insurances Policy
 8. Legal Action Policy
 9. Management Audit Policy
 10. Minutes Policy;
 11. Over or Under Budget Policy;
 12. Plant – Private Use Policy;
 13. Senior Staff Appointments – Degree of Consultation Policy;
 14. Staff – Clerical, Engineering & Health Policy;
 15. Staff General Policy;
 16. Wet Weather Pay Policy;
 17. Working Funds and Reserves Policy;
 18. Section 355 Committee Policy;
 19. Audio Recording of Council Meetings Policy.
-

Introduction:

Over a period of time Council have accumulated various policies that are now irrelevant or redundant or are covered by other Local Government tools such as the *Local Government Act 1993*, *Local Government (General) Regulations 2005*, Integrated Planning & Reporting, other policies or operational processes. This report reflects those policies that need to be revoked for these reasons.

Report:

Below are a list of policies that are to be formally ‘REVOKED’ as they are irrelevant or redundant. Council takes this opportunity to review and minimise the current policies, where



needed, before the 2024 NSW Local Government Elections as all Council policies should be REAFFIRMED within 12 months of a new Council.

Copies of all these policies are supplied under separate cover.

[Aids & Local Government](#)

This Policy is irrelevant and redundant.

[Award Restructuring](#)

This policy is redundant as it is covered by the NSW Local Government (State) Award.

[Cost Recovery – Damage to Council Property](#)

This policy is covered with general liability / insurance requirements and best practice methods.

[Council – Senior Officers](#)

This policy is redundant as it is covered by the NSW Local Government (State) Award.

[Debtors – Ready Mix Concrete](#)

Ready Mix Concrete hasn't been a service of Council for a number of years and therefore this policy is redundant.

["D" Division of the Shires Association of NSW](#)

D Division of the Shires Association of NSW no longer exists and therefore this policy is redundant.

[Insurances Policy](#)

Actions under this policy are covered in operational processes and therefore this policy is redundant.

[Legal Action](#)

Actions under this policy are covered in operational processes and delegations.

[Management Audit](#)

This policy is covered by Integrated Planning and Reporting Regulations.

[Minutes Policy](#)

Actions under this policy are covered within Walcha Council's Code of Meeting Practice.

[Over or Under Budget Policy](#)

This policy is irrelevant due to operational processes which take place when significant variations occur. The monthly Project List to Council, item 9.2 Management Review – Infrastructure & Development, would also show these budget variations.



Plant – Private Use Policy

This policy should be revoked as recommended by the Interim General Manager Chris Weber, as there shouldn't be any private use of plant. Any hire agreements should be covered by Council's Annual Fees & Charges.

Senior Staff Appointments – Degree of Consultation

This policy is covered by the NSW *Local Government Act, 1993* and the *Local Government (General) Regulations 2005*.

Staff – Clerical, Engineering & Health

This policy was superceded by the new policy "*Closure of Council Facilities over the Christmas / New Year Period*" and therefore should be revoked.

Staff General

This policy is illegal and irrelevant.

Wet Weather Pay

This policy is no longer required as it would be covered under financial processes and procedures.

Working Funds & Reserves

This policy is covered under the NSW *Local Government Act, 1993*, which requires Quarterly Budget Reviews.

Section 355 Committee Policy

This policy is redundant due to Council not having any 355 Committees.

Audio Recording of Council Meetings

This policy is covered under Walcha Council's Code of Meeting Practice and is therefore redundant and irrelevant.

Legal Implications:

There are no legal implications arising from this report.

Financial Implications:

There are no financial implications arising from this report.

Environmental Implications:

There are no environmental implications arising from this report.

Social Implications:

There are no social implications arising from this report.

Policy Implications:

This report complies with Council's obligations to review policies periodically.



Item 7:

Notice of Motions



There are no Notice of Motions for March 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/2024/00433

Responsible Executive: General Manager

Attachment: Action List February 2024 – WO/2024/00388

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:
-------------	-------	----------------------	-----------	---------------------	-----------

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.
---------	---	------------------------------	---	--	---

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
----------	---	------------------------------	---	--------------------	---

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
-------------	-------	----------------------	-----------	---------------------	-----------

	<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>
------------	---	--------------------------	---------------------------------	--------------------	--

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
-------------	-------	----------------------	-----------	---------------------	-----------

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

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
-------------	-------	----------------------	-----------	---------------------	-----------

	<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>				
--	--	--	--	--	--

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</p> <p>WO/2021/00517</p> <p>Item 3.8 – Caravan Access to Water</p>	<p>DI</p> <p>DID</p>	<p>30122022</p> <p>31032023</p> <p>Dec-2023</p> <p>Apr 2024</p>	<p>DI to investigate options for caravan access to water and present back to Council.</p>	<p>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</p>
--------------	--	--	---	---	---

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
-------------	-------	----------------------	-----------	---------------------	-----------

	that Council provide a dedicated drinking water refill point separate from dump point tap.				introduced by designating a fill point for specific purpose. Grant money being sought Currently no finding available under ongoing review
--	--	--	--	--	---

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"> 1. Remove heritage listing (1017 – being Lot A DP 159627 known as 2N Middle Street Walcha) from Schedule 5 of the <i>Walcha Local Environmental Planning Plan 2012</i>, and 2. Advise the land owner that: <ol style="list-style-type: none"> 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 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>DED DID</p>	<p>31032021 Aug 2023 Apr 2024</p>	<p>Organise the removal of heritage listing of property from LEP 2012 Schedule 5. Advise owner of resolution options.</p>	<p>Owner visited Council March 2022 and advised they are happy for removal to be included in next house keeping Planning Proposal of Council.</p> <p>No date scheduled for next House Keeping Planning Proposal at this stage.</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>
-------------	--	----------------------------------	--	---	--

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
-------------	-------	----------------------	-----------	---------------------	-----------

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> <ol style="list-style-type: none"> 1. Adopt the <i>Draft Amended Walcha Development Control Plan 2019</i> which includes the following amendments: <ol style="list-style-type: none"> a. Minimal editing and word changes to correct grammar, identification of development controls and to ensure state agency referencing is correct b. Clause 14.6 – Visual Amenity Impacts– Replace the reference to the Australian Wind Energy Association and Australian Council of National Trust’s <i>Wind Farms and Landscape Values: Stage 1 Report – Identifying Issues, March 2005, Appendix B: 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>. 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. 	<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>
------------------------------------	---	--	---	--------------------------	---

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
-------------	-------	----------------------	-----------	---------------------	-----------

	<p>e. Clause 14.6(b)(iii) – Extend the wording to include damage, degradation or disruption to groundwater.</p> <p>f. Clause 14.6(u) – Extend the wording to state that Decommissioning Bonds will be considered based on the individual merits of the development.</p> <p>g. Inclusion of Clause 14.5(n) regarding cumulative impact assessment including power line construction.</p> <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> <p>4. Amend the Walcha Local Environmental Plan 2012 by ensuring all Land Use Tables reflect the provisions of all relevant State Environmental Planning Policies</p>				
--	--	--	--	--	--

Ordinary – 16 February 2022

127/20212022	<p>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.</p>	<p>DI DID</p>	<p>30062022 31032023 July-2023 Dec-23 Feb-2024 Apr 2024</p>	As per resolution	<p>Engineering team is working on improving all end-of-project functions, including contractor performance and capitalisation. Project Management Framework being developed to include</p> <ul style="list-style-type: none"> • Inception –Initiation – Project Charter • Project Planning – Project Plan
--------------	---	-------------------------------------	--	-------------------	---

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
-------------	-------	----------------------	-----------	---------------------	-----------

					<ul style="list-style-type: none"> • Project Implementation • Project Control • Project Close <p>Project evaluation tool development underway Oct/Nov 2023. Key project management framework packages to be scoped out and delivered early 2024</p>
--	--	--	--	--	--

Ordinary – March 2022

156/20212022	<p>10.1 Minutes of the Walcha Council Capital Advisory Committee Meeting held on Thursday 17 February 2022 WO/2022/00501</p> <p>4.2.3 Sgt Andrew Russell Bridge Naming that Council retain Sergeant Andrew Russell Bridge as the name for the new / replacement bridge and relocate the existing memorials closer to the new bridge.</p>	DID	TBA	As per resolution	<p>Project will require a variation approval to proceed.</p> <p>Approval for variation received and submitted to September 2023 Council Meeting</p> <p>Once construction of bridge is finished then the relocation of existing murals closer to the new bridge can be completed.</p>
--------------	---	------------	-----	-------------------	--

Ordinary – 30 November 2022

90/20222023	<p>7. NOTICES OF MOTION Clr Schaefer left the Chambers and took no part in the debate at 03:50pm.</p> <p>7.1 Notice of Motion Number: 26: Business Plan for Proposed Developers of Renewable Energy Projects WO/2022/03423</p> <p>Motion: It was MOVED Councillor Berry Seconded Councillor Kermode that Council</p>	DID / GM	DEC 2023 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</p>
-------------	--	-----------------	--------------------------------	-------------------	---

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
-------------	-------	----------------------	-----------	---------------------	-----------

	<p>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 Kermodé. 90 The Original Motion became the Substantive Motion and was put to the VOTE and CARRIED.</p>				the renewable energy transition. It is likely that Strategic Plan will follow completion of a cumulative impact study.
--	--	--	--	--	--

Ordinary – 14 December 2022

111/20222023	<p>4.2.1 South Street Pedestrian Crossing that Council APPROVE the South Street Pedestrian Project pending availability of grant funding.</p>	DID	June 2024	Search for funding for project	<p>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.</p>
--------------	---	------------	-----------	--------------------------------	--

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
-------------	-------	----------------------	-----------	---------------------	-----------

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
---------------	---	-----------	----------------------	-------------------	------------------

Ordinary – 29 March 2023

138/20222023	6.5 Subdivision of Council Land for Housing Purposes WO/2023/00487 that Council APPROVE a budget of \$5,000, from the Project Development Fund, for the investigation of Lot 20 Sec 1 DP 759035, Lot 25 DP 264515 and Pt Lot 11 DP 1270896 (Site A) for suitability for a residential housing subdivision and report back to Council regarding the outcome.	DCC	12042023 Sep 2023 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.
	4.2.3 Electrical upgrade of 6W Hamilton Street Walcha – Carlec Auto Electrician That an additional quote be obtained for this work and a report be prepared for Council.	DCC / MCT	19042023	Prepare as per resolution – April Ordinary Meeting	Currently awaiting quotations. Likely to occur in the 2025 FY

ExtraOrdinary – 19 April 2023

CC17/20222023	3.2 Tender W22/224 Walcha Skatepark Precinct Renewal Construction only – Update WINT/2023/01898 that Council: 1. SELECT Convic Pty Ltd as the preferred tenderer for Tender No. W22/224 Walcha	DID	July 2023 Aug 23 Oct 23 Dec 2023	As per resolution	Waiting response from our additional Growing Regions Funding Application before being able to proceed.
---------------	--	------------	---	-------------------	--

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
	<p><i>Skatepark Precinct Renewal – Construction;</i></p> <p>2. UNDERTAKE post-tender negotiations with Convic in regards to scope and schedule;</p> <p>3. SUBMIT variation request to funding body in regards to price and schedule;</p> <p>4. CONSIDER tender award at future Council meeting with additional funding sources identified and confirmed.</p>				
CC19/20222023	<p>3.4 Planning Agreements for Renewable Energy Developments WO/2023/00585</p> <p>that Council:</p> <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>	GM	<p>300823 Oct 23 Mar 24</p>	As per resolution	<p>Preferred legal representation chosen with consultation with Uralla Shire Council – Walcha Council to take lead on the engagement. Allocation of \$25K in budget for upper fee limit for works.</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>

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
-------------	-------	----------------------	-----------	---------------------	-----------

	<p>b) <i>The developer contribution is allocated via the General Fund to infrastructure, services or other public amenities in accordance with the Operational Plan;</i></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>				
--	---	--	--	--	--

Extra Ordinary – 16 August 2023

21/20232024	<p>4.1 Adopt Draft Waste Strategy 2023-2027 WO/2023/01537 that Council ADOPT the Waste Strategy 2023-2027 as presented.</p>	DID	May 24	Implement elements within the Strategy: eg: vouchers, recycling, contractors out of hours induction	Update required Manager Urban & Utilities is currently working towards the implementation of phase 1 deliverables, vouchers & local contractor agreements.
-------------	---	------------	--------	---	--

Ordinary – 27 September 2023

58/20232024	<p>7. NOTICES OF MOTION 7.1 Notice of Motion Number 29: Pedestrian Crossings WO/2023/01809 that Council:</p> <p>1. approach Transport for NSW to investigate and implement a traffic calming device to</p>	GM / DID	Mar 2023	As per resolution	Requests sent to TfNSW currently planning traffic committee meeting for Mar 2024. Feb 2024 - RSA complete late Dec 23, workshop to be programmed to identify control measures.
-------------	--	-----------------	----------	-------------------	---

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
-------------	-------	----------------------	-----------	---------------------	-----------

	<p>slow traffic approaching the pedestrian crossing in Fitzroy Street.</p> <p>2. investigate and implement a traffic calming device to slow traffic approaching the pedestrian crossing in Derby Street.</p>				
--	--	--	--	--	--

Ordinary – 13 December 2023

CC27/20232024	<p>3.2 Thunderbolts Way Segment 4670 Rehabilitation – allocate funding under Capital Works Budget</p> <p><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></p>	DID	26/4/2024	Ensure monies are allotted correctly	<p>Works to commence in earnest once the Gravel Resheeting Program is complete around mid-March. Sealing and final completion is due about mid-April</p> <p>Mar 24 In progress</p>
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> <p>1. 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.</p> <p>2. ALLOCATE \$340,588.81 of Regional & Local Road Repair funding to the Seal Local Roads Capital Works budget for the</p>	DID	29/2/2024	<p>Advise Tenderer</p> <p>Allocate Monies accordingly</p>	<p>Works to commence as at 29/12/2024. Sealing and final completion is due by the end of Feb</p> <p>Completed Feb 24</p>

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
-------------	-------	----------------------	-----------	---------------------	-----------

	<i>construction of Brackendale Rd Segment 10 Rehabilitation.</i>				
CC27/20232024	<p>3.4 Aberaldie Road Segment 100/110 Rehabilitation – Award full Stabilisation Works</p> <p>That Council AWARD Full Service Stabilisation Works to Hiway Stabilisers under LGP 213-2 Panel Tender for the lump sum of \$171,780 GST exclusive to Hiway Stabilisers Australia Pty Ltd.</p>	DID	29/2/2024	Advise Tenderer	<p>Works to commence as at 29/01/2024. Sealing and final completion is due by the end of Feb</p> <p>Completed Feb 24</p>

Ordinary – January 2024

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	02/2024	As per resolution	Negotiations underway with PAC, appropriate legal firms being canvassed 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</p>	DCC	-	No specific time line however, if the funding is offered to Council then a complete report to Council with full budget.	

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
	Program Funding if offered by Presbyterian Aged Care or the Department of Health.				
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> <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. 	DID	ASAP	As per resolution	<p>Awaiting outcome of funding variation request with SCCF.</p> <p>Completed Feb 24</p>
123/20232024	<p>7.1 Notice of Motion # 30 – Temporary Worker Accommodation in Walcha WO/2024/00124</p> <p>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.</p>	GM	May 2024		<p>Worker accommodation to be considered in Cumulative Impact Study. Council to seek consultant service quotations and engagement over coming months.</p>

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
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- COMPLETED</p>

Ordinary – February 2024

135/20232024	<p><u>2. CONFIRMATION OF THE ORDINARY MEETING MINUTES HELD ON WEDNESDAY 31 JANUARY 2024:</u></p> <p><u>CONFIRMATION OF THE EXTRA ORDINARY MEETING MINUTES HELD ON THURSDAY 15 FEBRUARY 2024:</u></p> <p>that the Minutes of the Ordinary Meeting held on Wednesday 31 January 2024 AND the Minutes of the Extra Ordinary Meeting held on Thursday 15 February 2024, copies of which have been distributed to all</p>	EA	01032024	<p>Update Resolutions Register</p> <p>Endorse with GM & Mayor signatures and place updated PDF copy on website</p>	COMPLETED 01032024
--------------	--	-----------	----------	--	---------------------------

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
	members, be taken as read and confirmed a TRUE record.				
136/20232024	<p>4. DECLARATIONS OF INTEREST & REQUESTS FOR AUDIO VISUAL LINK ATTENDANCE:</p> <p>4.1 Request by Cllr Hicks to Attend Meeting by Audio Visual Link</p> <p>that Council APPROVE the request from Cllr Hicks to attend Council's Ordinary Meeting being today, Wednesday 28 February 2024, via audio visual link due to her being medically unfit to travel.</p>	EA	01032024	Ensure it is noted in minutes	COMPLETED 28022024
137/20232024	<p>5. MAYORAL MINUTE</p> <p>5.1 Dissolution of Namoi Joint Organisation</p> <p>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.</p>	GM / Mayor	30062024	As per resolution	
139/20232024	<p>6.1 Quarterly Review of Budget as at 31 December 2023 WO/2024/00169</p> <p>that Council:</p> <p>1. ADOPT the December 2023 Quarterly Budget Review Statements; and</p>	DCC	08032024	Ensure variations are completed.	

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
	2. APPROVE the variations in Income and Expenditure votes as detailed in the report.				
140/20232024	<p>6.2 Agreement between Walcha Council and Energy Corporation of NSW (EnergyCo) WO/2024/00288</p> <p>that Council:</p> <p>1. NOTE the terms of the Agreement now in place between Walcha Council and the Energy Corporation of NSW (EnergyCo); and</p> <p>2. ENDORSE the immediate scoping of a Cumulative Impact Study to be delivered using funds provided by EnergyCo via this Agreement.</p>	GM	??	As per resolution	
141/20232024	<p>6.3 Derby Street Rehabilitation Final Design WO/2024/00323</p> <p>that Council ENDORSE the final design for the Derby Street rehabilitation and beautification excluding the town centre signage and proceed to posting construction tender.</p>	DID		As per resolution	Completed Feb 24
142/20232024	<p>6.4 Pathways Construction – in Town and Darjeeling Road Final Design WO/2024/00333</p> <p>that Council ENDORSE the final design for the Pathway Construction in Town and</p>	DID		As per resolution	Completed Feb 24

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
-------------	-------	----------------------	-----------	---------------------	-----------

	Darjeeling Road and proceed to posting construction tenders.				
144/20232024	<p>6.6 Request to Review Minimum Age for Community Gym Membership WO/2024/00312</p> <p>that the Request to review the Minimum Age for Community Gym Membership be REFERRED to the Walcha Council Audit Risk & Improvement Committee and their recommendation to come back to Council for DETERMINATION on a future date.</p>	DCC	04 Mar 24	Added to Agenda for ARIC Meeting on 4 March 2024	<p>Added to ARIC Agenda</p> <p>Report to March 2024 Ordinary Meeting</p>
149/20232024	<p>10.2 Minutes of the Walcha Council Arts Advisory Committee Meeting held on Tuesday 6 February 2024 at Council Chambers, Hamilton Street Walcha. WO/2024/00277</p> <p>that Council send a letter of thanks to Paula Jenkins for her contribution to the Walcha Council Arts Advisory Committee and her ongoing input and role with the Walcha Arts Social Media pages.</p>	N/A	Dec23	Paula resigned via email	<p>Reply email was sent thanking her upon receipt of resignation. - COMPLETED</p>
150/20232024	that Council consider leaving the town entry signs as they currently are FURTHER THAT install an appropriately sized "Dunghutti Country" sign on these existing town entry signs.	DID	??	As per resolution	

Walcha Council's Meeting Action List



Minute No.:	Item:	Responsible Officer:	Due Date:	Action to be Taken:	Progress:
151/20232024	that Council allocate \$50,000 for the Shirley Davison Bridge totem pole sculpture and \$15,000 for the Hospital Wall Mural works in the Local Roads Community Infrastructure (LRCI) Phase 4 Project list.	DID / DCC	Apr24	As per resolution – needs to be placed in the draft budget for review	
CC38/ 20232024	3.1 Award Supplier – Purchase New Excavator WINT/2024/00326 that Council PROCURE a Kobelco SK135SR-7 Fifteen Tonne Excavator provided by GATO Sales Pty Ltd at a price of \$300,000 excluding GST and including the additional tilting hitch as recommended in the report and in compliance with Section 55 of the Local Government Act, 1993.				
CC39/ 20232024	3.2 Riverview Aged Care Legal Advice Budget Allocation WINT/2024/00753 that Council: 1. ENDORSE the engagement of Maddocks to provide legal services with regard to the transfer of operations of Riverview Aged Care to Walcha Council; and 2. ALLOCATE \$60,000 from Internal Restrictions currently assigned to 'Project Development' to be available as required for this purpose.				



9.2 INFRASTRUCTURE & DEVELOPMENT:

Ref: WINT/2024/01319

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. Planning & Development

1.1 Determinations Issued

February 2024

Development Applications

Number	Description	Address	Determination	Assessment Days
Nil				

Construction Certificates

Number	Description	Address	Determination	Assessment Days
CFT-474658		1E Jamieson Street Walcha	08/02/2024	6
CFT-459824		56W Hill Street Walcha	06/02/2024	47
CFT-462576		9S Lagoon Street Walcha	06/02/2024	1
CFT-424155		1495 St Leonards Creek Road Walcha	01/02/2024	91

Complying Development Certificates

Number	Description	Address	Determination	Assessment Days
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 Certificates & Advice

Number Issued	February 2024
Occupation Certificates	1
Subdivision Certificates	1
Planning Certificates	40
Building Information Certificates	0
Outstanding Notices Orders Certificates	1
Bushfire Attack Level Certificates	0
Dwelling Entitlement Advice	0
Drainage Diagrams	1
Sewer Diagrams	5

Environment & Regulation

1.3 Section 68 Activities

February 2024	February 2024
Number Issued	2

1.4 Section 138 Activities

February 2024	February 2024
Number Issued	Nil

1.5 Public Health Activities

Compliance Inspections & Reports Issued	February 2024
On-Site Sewage Management Systems	0
Food Premises	TBD
Private Swimming Pools	0
Fire Safety Schedules	0
Skin Penetration Procedure Premises	0
Advertisements / Advertising Structures (incl. sandwich boards)	0



CURRENT APPLICATIONS – as at MARCH 2024

DEVELOPMENT APPLICATIONS (DAs)		COMPLYING DEVELOPMENT CERTIFICATES (CDCs)	
<p>Under assessment, 7 In progress, 1 Additional information requested, 1 Pending lodgement, 1</p> <p>Additional information requested In progress Under assessment Pending lodgement</p>		<p>Submitted, 1</p> <p>Submitted</p>	
Status	No. of Applications	Status	No. of Applications
Pending Lodgement/Awaiting Fee Payment	1	Submitted/Awaiting Fee Payment	1
Under Assessment	7	Under Assessment	0
In Progress	1	On Notification	0
Additional Information Requested	1	Additional Information Requested	0
Waiting on State Agency Comment	0	Waiting on State Agency Comment	0
Total	10	Total	1
CONSTRUCTION CERTIFICATES (CCS)		OCCUPATION CERTIFICATES (OCS)	
<p>Under assessment, 1 Additional information requested, 2 Submitted, 3</p> <p>Additional information requested Under assessment Submitted</p>		<p>Additional information requested, 2 In progress, 2 Submitted, 1 Under assessment, 1</p> <p>Additional information requested In progress Under assessment Submitted</p>	
Status	No. of Applications	Status	No. of Applications
Submitted/Awaiting Fee Payment	3	Submitted/Awaiting Fee Payment	1
Under Assessment	1	Under Assessment	1
Additional Information Requested	2	In Progress	2
		Additional Information Requested	2
Total	6	Total	6



CURRENT APPLICATIONS – as at MARCH 2024

SUBDIVISION CERTIFICATES (SUBCERTs)		ROADS ACT - WORKS AND STRUCTURES APPROVALS (S138s)	
No data to display		No data to display	
Status	No. of Applications	Status	No. of Applications
Submitted/Awaiting Fee Payment	0	Submitted/Awaiting Fee Payment	0
Under Assessment	0	Under Assessment	1
Additional Information Requested	0	Additional Information Requested	0
	0		1
PLANNING CERTIFICATES (PCS)		SECTION 68 APPROVALS (S68s)	
<p>Submitted, 40</p> <p>In progress, 3</p> <p>Legend: In progress (blue), Submitted (orange)</p>		<p>Additional information requested, 5</p> <p>Pending lodgement, 1</p> <p>Under assessment, 3</p> <p>Legend: Additional information requested (blue), Pending lodgement (orange), Under assessment (purple)</p>	
Status	No. of Applications	Status	No. of Applications
Submitted/Awaiting Fee Payment	40	Pending Lodgement/Awaiting Fee Payment	1
In Progress	3	Under Assessment	3
Total	43	Total	9



2. **Animal Control**

2.1 **Companion Animal Registrations 2023-2024**

February 2024			
Number Registered	2022-23	2023-24	Current Period
Desexed	6	21	9
Non Desexed	2	4	3
Pensioner Desexed	4	4	0
Pound Purchased Desexed	2	1	0
Cat Desexed	2	4	1
Under 6 Months	-	-	0
Working/Recognised Breeder	21	3	1
Total	38	37	14
Value	\$2,395	\$2800	\$1505

2.2 **Companion Animal Seizures 2023-2024**

February 2024			
Number	2022-23	2023-24	Current Period
Seized	53	40	4
Surrendered	24	25	5
Released	9	12	1
Rehomed	21	12	5
Euthanised	21	6	1
Stolen/Escaped	-	2	1
Total	128	97	17

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

February 2024			
Number	2022-23	2023-24	Current Period
Dog Attack Investigation	19	13	2
Roaming Dogs	59	36	4
Roaming Cats	32	13	1
Barking Dogs	40	17	3
Total	25	79	10



2.4 Companion Animal Ranger Services 2023-2024

February 2024				
Number		2022-23	2023-24	Current Period
Cautions		63	23	5
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	23	5

3. Regulatory Service

3.1 Regulatory Services Financial Year Comparison

As at 29.02.2024				
Number		2022-23	2023-24	Current Period
Overgrown Allotment		50	14	1
Accumulation of Waste		2	3	0
Keeping of Animals		146	43	7
Vehicles on Nature Strip		0	0	0
Abandoned Vehicle		11	12	0
Noise Abatement		37	24	3
Environmental Pollution		4	0	0
Total		250	96	11

3.2 Regulatory Action Financial Year Comparison

As at 29.02.2024				
Number		2022-23	2023-24	Current Period
Complaint Investigated		148	96	11
Warning Issued		100	48	3
Notice of Intention Served		2	0	0
Order Served		0	0	0
Penalty Notice Issued		0	0	0
Total		250	144	14



Monthly Breakup of Action Taken Against Relevant Service

February 2024						
Regulatory Service	Complaint Investigated	Warning Issued	Notice of Intention Served	Order Served	Penalty Notice Issued	Total
Overgrown Allotment	1	1	0	0	0	2
Accumulation of Waste	0	0	0	0	0	0
Keeping of Animals	7	0	0	0	0	7
Vehicles on Nature Strip	0	0	0	0	0	0
Abandoned Vehicle	0	0	0	0	0	0
Noise Abatement	3	2	0	0	0	5
Environmental Pollution	0	0	0	0	0	0
Total	11	3	0	0	0	

4. Roads

4.1 Inspections & Incidents

	Road inspections km	Incidents
Local & Urban Roads	680km gravel	2
	300km sealed	1
State & Regional Roads	110km Oxley x2	1
	89km Thunderbolts x2	1
Weather event inspections	110km Oxley x 1	<u>N/A</u>
	89km Thunderbolts x 1	<u>N/A</u>



4.2 Roads Construction (directly delivered)

State & Regional Roads

Heavy Patching Oxley Highway

Walcha Council will be undertaking heavy patching works on the Oxley Highway under the Road Management Council Contract (RMCC).



February Storm Clearing

Thunderbolts Way & Aberbaldie Rd, crews attended to clear trees on the trafficable lanes causing traffic hazards.



Culvert Maintenance Thunderbolts Way





Local & Urban Roads

Gravel Resheeting

Walcha Council will be undertaking Gravel Resheeting on our local unsealed road network.

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.

These works will commence in late December 2023 and are due to be complete by early March 2024.

Progress | 80%

Due Completion | 8/3/2024

Budget | \$1,588,301



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 | 20%

Due Completion | 1/7/2024

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

Recently Finished Works

Bitumen Sealing

Bitumen Resealing on our local sealed road network.

These works will be focused on priority locations on Brackendale Rd, Moona Plains Rd and Campfire Rd.

Progress | 100%

Due Completion | 1/3/2024

Budget | \$400,000



Bitumen Resealing on our urban sealed road network.

These works will be focused on priority locations on Sempill Cres, North St (east and west), Middle St and Hill St.

When will works take place?

These works are due to commence in mid-February and be completed by early March.





Progress | 100%

Due Completion | 1/3/2024

Budget | \$150,000




5. Water & Wastewater

<p>No Volume of water abstracted – since 12 January shutdown of River pumping station.</p>	<p>0 ML</p>	
<p>Off Creek Storage 1 Level</p>	<p>26.67 %</p>	
<p>Off Creek Storage 2 Level</p>	<p>70.77 %</p>	
<p>Combined Dam storage level</p>	<p>48.73 %</p>	
<p>Volume of Water Treated</p>	<p>13.65 ML</p>	
<p>Number of Water Quality Incidents – On going issues of Turbidity breaking through filters – Temporary filter bypass setup to fault find and discussions with Health. Turbidity from 0.4-0.5 NTU down to under 0.10 NTU</p>	<p>0</p>	
<p>Number of Watermain Breaks/Leaks</p>	<p>0</p>	
<p>Volume of wastewater received/treated</p>	<p>19.24ML</p>	
<p>Number of wastewater incidents</p>	<p>0</p>	



Swimming Pool

Number of Patrons	2093	Max day 218 on 7th
Number of Water Quality Incidents	0	
Issues with the pool covers caused a safety concern not being installed until shaft straightened.		

6. Urban

Parks & Garden:

All Parks, sporting fields, street scape gardens and cemetery gardens were maintained. Nowendoc & Woolbrook Grounds maintenance carried out, winter tree program being assessed.

Construction activities:

Drainage on Apsley river.



7. 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



8. 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
Green	On Track – Project will meet the target deadline and/or is expected to stay within budget.
Yellow	At Risk – Project may not meet the target deadline and/or is expected to exceed allocated budget. Closer monitoring or preventative action is required.
Red	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	Funding Completion Date	Cost to date	Budget Status	Budget Status	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				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		Tender Awarded		
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		COMPLETED
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.
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		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		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		90% design complete		Site establishment and works commencing
Winterbourne Bridge	WF		\$ 643,104		TBC		\$ 59,244	The tendered price is above current		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	Funding and a variation will be required.				
Boxley Bridge	PF		\$ 979,000	Aug-24	Aug-24		\$ 32,175	On Track		On Track		COMPLETE
RMCC												
Routine Maintenance	JM	Annual routine maintenance	\$ 613,596	Jun-24	Jun-24		\$ 386,125	On Track		On Track		Routine road maintenance works continuing. Minor pavement patch scoping in progress. Undertaking Pothole patching, inspections, guideposts, etc.
Heavy Patching	JM	Annual heavy patching program	\$ 515,283	Mar-24	Mar-24		\$ 330,428	On track		On track		COMPLETE
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		Both Restart NSW & HVSPF 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
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		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		On Track		90% gravity & rising main complete. On track

Capital Works Delivery Update												
Project	Council PM	Summary Scope/deliverables	Project Value	Original Target Completion Date	Estimated Completed Date	Funding Completion Date	Cost to date	Budget Status	Budget Status	Schedule Status	Schedule Status	Activities for Next Three Months
Water Meter Replacement	RP	Smart Metering	\$ 350,000	TBD	TBD		\$ -		No current Budget		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		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		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.		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)
Pathways Project - Town	PF	Construction of various connecting pathways in Walcha	\$ 654,465	Mar-24	Mar-24		\$ 115,944		On Track		Tender Closed / Eval Complete	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		Tender Published	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		Tender Published	RFT publication Mid Mar 2024 construction March - Apr 2024
TOTAL			\$ 38,918,121				\$ 9,666,287					



9.3 CORPORATE & COMMUNITY:

Ref: WO/2024/00410

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. Financial Tracking

WALCHA COUNCIL - INCOME STATEMENT												
	2023-2024 ORIGINAL BUDGET				2023-2024 AMENDED BUDGET				YTD ACTUAL			
	Consolidated	General Fund	Water Fund	Sewer Fund	Consolidated	General Fund	Water Fund	Sewer Fund	Consolidated	General Fund	Water Fund	Sewer Fund
Income from Continuing Operations												
Rates & Annual Charges	7,011,847	6,086,525	523,832	401,490	7,011,847	6,086,525	523,832	401,490	6,798,403	6,105,345	391,660	301,398
User Charges & Fees	5,136,677	4,375,945	587,175	173,557	5,250,055	4,489,323	587,175	173,557	1,869,788	1,157,818	551,634	160,336
Other Revenues	260,205	260,205	0	0	370,205	370,205	0	0	379,296	379,296	0	0
Grants & Contributions- Operating	5,418,998	5,418,998	0	0	9,174,149	9,174,149	0	0	4,171,221	4,171,221	0	0
Grants & Contributions - Capital	23,483,155	19,938,155	3,545,000	0	25,001,019	20,151,863	4,809,257	39,899	10,827,783	7,173,257	3,614,599	39,927
Interest & Revenue	359,238	353,338	4,000	1,900	434,238	353,338	79,000	1,900	354,007	254,540	88,520	10,947
Other Income	86,608	86,608	0	0	68,472	68,472	0	0	23,285	23,285	0	0
Net gains from disposal of assets	0	0	0	0	0	0	0	0	0	0	0	0
Total Income from Continuing Operations	41,756,728	36,519,774	4,660,007	576,947	47,309,985	40,693,875	5,999,264	616,846	24,423,784	19,264,764	4,646,412	512,608
Expenses from Continuing Operations												
Employee Benefits & Oncosts	6,249,911	5,916,911	204,000	129,000	6,432,528	6,099,528	204,000	129,000	4,281,330	4,033,435	157,531	90,364
Materials & Contracts	6,544,359	5,831,329	443,678	269,352	7,081,964	6,368,934	443,678	269,352	4,977,989	4,505,319	291,178	181,492
Borrowing Costs	77,000	68,000	9,000	0	77,000	68,000	9,000	0	19,785	18,657	1,128	0
Depreciation & Impairment	4,892,027	4,283,447	454,871	153,709	4,482,391	3,927,848	400,834	153,709	2,952,674	2,582,255	267,222	103,196
Other Expenses	445,069	445,069	0	0	444,456	444,456	0	0	69,075	69,075	0	0
Net loss from disposal of assets	0	0	0	0	0	0	0	0	-274,379	-274,379	0	0
Total Expenses from Continuing Operations	18,208,366	16,544,756	1,111,549	552,061	18,518,339	16,908,766	1,057,512	552,061	12,026,473	10,934,361	717,059	375,052
Net Operating Result from Continuing Oper	23,548,362	19,975,018	3,548,458	24,886	28,791,646	24,885,109	4,941,752	64,785	12,397,311	8,330,402	3,929,353	137,556
Net Operating Result before Grants &	65,207	36,863	3,458	24,886	3,790,627	3,633,246	132,495	24,886	1,569,528	1,157,145	314,754	97,629

Income: Lower than budgeted user fees and charges due to less RMCC work completed.

Expenditure: On a pro rata basis and based on the original budget the employee expenses are slightly ahead. Materials and contracts are also slightly ahead however the adjustments related to funded works which, when excluded, would be tracking against the original budget.



Income and expenditure QBRs adjustments are shown below with the income and expenditure items that are unrelated to funding marked in green and red. These are adjustments that will have an effect on the underlying business performance.

Income Adjustments	
161,212	DRRF funding
-120,000	CRO program ended
18,708	Youth Opportunities program \$20,708 - external restrictions Remove \$2000 NDIS
8,826	Nowendoc Hall - Black Summer Bushfires funding
289,701	Carry over funding
-426,256	Work done in prior year & income accrued, reduce budget
131,409	Reverse prior year accruals
454,564	Carry over funding
488,919	Carry over funding
51,983	Carry over funding
241,689	Carry over funding
-18,136	Council houses empty for much of the year
100,378	Quarries restoration fee - internal restrictions
15,000	Increase to fees received
343,195	R2R + increase Block Grant
2,341,210	RLRR funding to be allocated - external restriction
10,000	standpipe water sales
93,933	LRCI phase 3 variation
-30,000	LRCI phase 4 variation - street crossing
17,767	LRCI phase 3 variation
\$ 4,174,102	

Expense adjustments	
14,852	GM recruitment costs
216,832	DRRF - Disaster Risk Reduction program - funding + external restrictions
20,708	Youth services - funded
-120,000	CRO program ended
80,000	NSW planning portal integration - external restrictions
77,565	Nowendoc Hall upgrade - external restriction \$68,739 + milestone payment \$8826
117,492	FLR pothole repair - external restrictions
174,617	FLR pothole repair - external restrictions
-57,089	overheads recovery + legal fees + depreciation
-254,812	depreciation adjustment
12,000	legal fees, transferred from Admin
19,445	Rental house (DRRF) + Thee St bathroom repairs + depreciation adjustment
62,400	Projected contractor costs
\$ 364,010	

UNRESTRICTED CASH RECONCILIATION			Uninvoiced works in progress		
	FEB 2024	June 2023			
Total Cash & Investments	17,707,231	16,275,800	LRCI-1 - June 2021	76,351.00	General
External Restrictions:			LRCI-2 - June 2022	86,714.00	General
Contract Liabilities - General Fund	3,391,762	4,919,975	BRP - Englefield & Stephen's Bridge	329,582.00	General
Contract Liabilities - Water Fund	1,038,334	0	Get Active NSW	263,423.52	General
Specific Purpose Grants	4,886,100	2,219,877	TBW C/S	104,230.37	General
Water Fund (interfunding balance)	1,493,443	837,030	RMCC	45,857.14	General
Sewer Fund (interfunding balance)	596,913	566,819	AGRN1034	1,297,039.41	General
	11,406,551	8,543,701	LRCI 3 - June 2023	431,072.06	General
Internal Allocations	3,430,328	7,539,223	Black Summer Bushfire - Nowendoc	8,720.65	General
Unrestricted Cash	2,870,352	192,877	FCB - Dennis Walls AM 5632	62,931.03	General
			FCB - Tia Diggings AM 10811	46,536.94	General
Unrestricted cash YE June 2022 -	2,087,000		FCB - Boxley AM 5461	202,178.65	General
Unrestricted cash YE June 2021 -	2,459,000		BRP-HSVPP	248,981.00	General
			FLR - Aberaldie Road	199,710.00	General
			SCCF4 - John Oxley Amenities	76,009.68	General
			SCCF4 - Pool Amenities	149,428.85	General
				3,628,766.30	

Cash & Investments is made up of:

Term Deposits	\$10,870,546
Operating Account	\$6,836,685
Total	\$17,707,231

- 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)



2. 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 29 February 2024 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 - FEB 2024	
Opening Balance	14,235,459
New Deposits	
Interest Reinvested	
Deposits Redeemed	(3,364,912)
Closing Balance	10,870,548

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 29 FEBRUARY 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 #
nab	TD	31/10/2023	149	28/03/2024	5.10%	523,957.02	10,908.35	534,865.38	11,869.22		4.82%	488134669
nab	TD	4/12/2023	120	2/04/2024	5.00%	562,023.31	9,238.75	571,262.06	13,671.25		5.17%	972272676
nab	TD	27/11/2023	151	26/04/2024	5.10%	1,022,196.17	21,566.95	1,043,763.12	22,196.17		9.40%	371151983
nab	TD	3/10/2023	210	30/04/2024	5.15%	1,042,700.57	30,895.35	1,073,595.92	22,144.67		9.59%	485796165
Commonwealth Bank	TD	4/09/2023	242	3/05/2024	5.03%	1,040,995.46	34,716.77	1,075,712.23	23,093.82		9.58%	37844807
nab	TD	1/12/2023	180	29/05/2024	5.15%	1,000,000.00	25,397.26	1,025,397.26			9.20%	DEAL 10873760
nab	TD	4/12/2023	182	3/06/2024	5.15%	1,016,712.33	26,108.62	1,042,820.94	31,112.33		9.35%	305170588
Commonwealth Bank	TD	4/09/2023	274	4/06/2024	5.05%	1,040,995.46	39,483.71	1,080,459.17	23,093.82		9.58%	37844807
Commonwealth Bank	TD	20/12/2023	210	17/07/2024	4.90%	530,054.65	14,943.18	544,997.83	15,101.53		4.88%	37844807
nab	TD	1/12/2023	241	29/07/2024	5.20%	1,000,000.00	34,334.25	1,034,334.25			9.20%	DEAL 10873761
nab	TD	4/08/2023	367	5/08/2024	5.25%	646,746.03	34,140.21	680,886.24	23,075.80		5.95%	416873585
Commonwealth Bank	TD	22/12/2023	241	19/08/2024	4.87%	640,022.24	20,580.13	660,602.38	26,403.13		5.69%	37844807
nab	TD	18/09/2023	365	17/09/2024	5.20%	266,579.60	13,862.15	280,441.75	10,801.55		2.45%	444927896
nab	TD	4/10/2023	365	3/10/2024	5.25%	266,237.89	13,977.49	280,215.38	11,220.75		2.45%	919512554
nab	TD	12/01/2024	365	11/01/2025	5.05%	271,325.36	13,701.93	285,027.29	11,808.04		2.50%	919675556
Commonwealth Bank	TD			17/07/2023					9,410.69	507,821.33	0.00%	37844807
Commonwealth Bank	TD			24/07/2023					9,456.92	510,996.19	0.00%	37844807
nab	TD			3/10/2023					21,698.64	1,000,000.00	0.00%	305170588
Commonwealth Bank	TD			20/11/2023					13,154.58	514,953.12	0.00%	37844807
nab	TD			1/01/2024					14,859.52	514,096.82	0.00%	486916667
nab	TD			24/01/2024					31,541.67	1,000,000.00	0.00%	371400628
Commonwealth Bank	TD			19/02/2024					24,290.19	522,562.90	0.00%	37844807
nab	TD			20/02/2024					23,697.52	1,000,000.00	0.00%	293712086
nab	TD			20/02/2024					10,114.05	259,243.56	0.00%	917202309
nab	TD			20/02/2024					26,208.50	583,105.16	0.00%	872609622
nab	TD			20/02/2024					23,697.52	1,000,000.00	0.00%	293808176
Average rate					5.10%	10,870,546.10	343,835.10	11,214,381.21	453,721.88	7,412,779.08	100%	

Capital Value of Portfolio	\$ 10,870,546
Redeemed Value of Portfolio	\$ 7,412,779
Market Value of Portfolio 30/06/2024	\$ 11,214,381
Estimated Profit(Loss) 30/06/2024	\$ 343,835

PREVIOUS FINANCIAL YEAR COMPARATIVE DATA: 28/02/2023

Interest Earned YTD	\$ 111,513
Market Value of Portfolio	\$ 12,617,152
Average interest rate	4.11%
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	5	3,364,911.62	\$ 93,162	
TD Reinvested				

Institutional Exposure	Investment at Market Value	% of Portfolio
Commonwealth Bank	3,252,068	30%
nab	7,618,478	70%
	10,870,546	100%

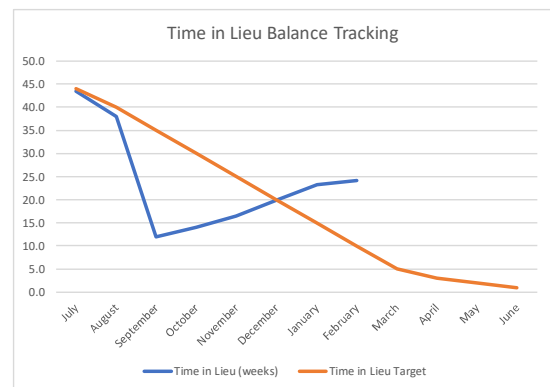
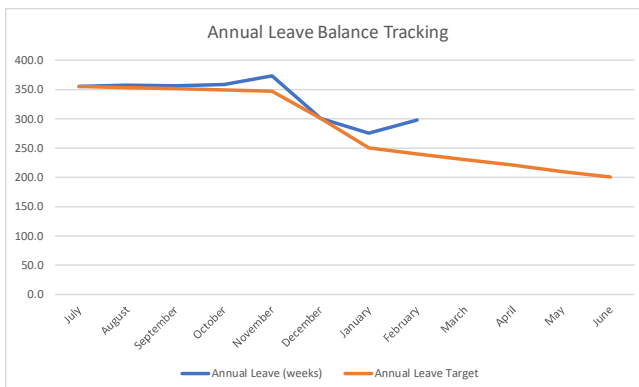
Responsible Accounting Officer's Certification Local Government (General) Regulation 2005 - Paragraph 212
 The investments have been made in accordance with the Act, Regulations and Walcha Councils Investment Policy.

Signed Rose Strobel (Responsible Accounting Officer)



3. Leave Balances

Directorate	FEBRUARY 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	104	5	2	109	4	3	
Infrastructure	172	7	17	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	14	1	6	26	1	5	
Totals	298	13	24	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: 335 weeks at Feb 2024

This supports the effective management of leave balances.

4. Walcha Council Customer Request Management (CRM)

	1 Month	1-2 Months	2-3 Months	3-6 Months to 1 Yr	6 Months +	Total CRM's
PLANNING & ENVIRONMENT	28	16	5	33	11	93
ENGINEERING	45	29	11	77	19	181
ADMINISTRATION	2	0	3	2	4	11
Total OPEN CRMS						285



February CRM = 232

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.

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	Youth Week 2024	Awaiting advice
	Winter & Spring Holiday Activities	Awaiting advice
WCCC	Adhoc Funding Application	Application for extension funding for the existing service – awaiting advice
WCCC	Aged Care Capital Assistance Program	Investigations commenced – waiting for Round 2 to open

Operational Overview	
WCCC	Aged Care Capital Grant funding will be opened again in 2024. Funding is available to build purpose designed buildings to deliver home based aged care services that are funded under the CHSP program. Investigations are underway for the best way to utilise this funding.
Preschool	Quotes have been obtained to start a preschool playground upgrade. We are hoping to replace our rubber softfall and sandpit, and install new footpaths and an outdoor toilet.
Library & Youth	We are waiting to hear if we have been successful with our application under the Public Library Infrastructure grant. An application was submitted to renovate the toilet, move the kitchenette and generally make the limited space available, more useful.
Early Intervention	We have been trying to get a date for our mid-term audit. This is a process that we need to go through to retain our accreditation. It is due to be completed by July 2024.



Tourism	The Regional Event Fund has opened again, so work is commencing on submitting this application. We are eligible to apply for \$20,000 to be used towards the marketing and promotion of the Motorcycle Rally.
Building Assets	Quotes will be received for general servicing and filter cleaning for all of the air conditioning units that are in Council owned buildings.

Priorities for March/April

- Riverview Working Group
- Aged Care Grant investigations
- Budget preparation

1. Walcha Council Community Care (WCCC) February 2024

1.1 Groups

February is the true beginning of our year up at Community Care and we started it off making the most of the summer heat. The Women’s Group had their first morning tea in the beautiful garden at Jenny Wright’s house. The work she has put into it has well and truly paid off and everyone had a fantastic time. The Men’s morning tea was bacon and egg rolls at the Lions Park- impossible to say no to! The women then went shopping in Tamworth. The heat was putting people off a bit and after experiencing it, we understand why. We had a great lunch at Inland Café and everyone got to see what is happening on Peel Street.

The men headed off to Inverell to the Pioneer Village with Meg and had a huge day, exploring the buildings and seeing how it had been operational at the time. They then stopped off for the obligatory pub lunch, which is always a highlight.

We also planned a mixed group outing to Glen Innes to the Beardy Museum and lunch out. This included a full tour of the museum and surrounding buildings as well as informative talks and information sharing from the fabulous volunteers. Lunch at the club followed, along with a sleepy and content trip home.

We have managed to have a number of lunches in McHattan Park, enjoying takeaway from some of our local establishments, as well as tucking in at the Chinese - always a favorite. Art class has kicked off with a bang, with Sue beginning to teach the finer points of lead pencil drawing with an emphasis on shading.

The Quilting Queens are back in full force and using their Monday’s to make some truly beautiful work and the bus trips to Armidale each Thursday continue to grow in popularity.



Meals on Wheels is still showing overwhelming numbers and a lot of grateful residents and the transport program has become almost too big for our budget. We are doubling up trips (2-3 passengers per 1 driver) to ensure everyone gets where they need to go. We are now working on creative ways to fill everyone's bucket while on a tight budget. The coming month's are hopefully going to see other services from communities nearby (think Uralla, Armidale, Tamworth, Guyra) join us here in Walcha for lunches at the Bowling Club with guest speakers, raffles, live music and more. This will keep everyone socialized and protect our budget while we navigate the- hopefully- final years of block funding.



<p><u>Women's Groups</u> Morning Tea- 18 Excursion- 8</p>	<p><u>Men's Groups</u> Morning Tea- 11 Excursion- 7</p>
<p><u>Mixed Groups</u> Glen Innes- 9</p>	<p><u>Art</u> Week 1- 10 Week 2- 7</p>
<p><u>Quilting</u> Week 1- 5 Week 2- 5 Week 3- 5 Week 4- 5 Week 5- 5</p>	<p><u>Friday Lunch</u> Week 1- 6 Week 2- 5 Week 3- N/A Week 4- 8 Week 5- N/A</p>



1.2 Transport

Medical drives – 68 trips were delivered during the month, including local trips as well as to Tamworth and Armidale.

<p>Bus to Armidale (every Thursday) Week 1: 6 Week 2: 7 Week 3: 4 Week 4: 7 Week 5: 7</p>	<p>Group Transport (excursions) Women’s Group- 8 Men’s Group- 7 Mixed Group- 9</p>
<p>Taxi Vouchers 30 clients used the service 271 trips being provided.</p>	<p>Additional Group Transport There was a total of 15 client return trips to and from their homes for various excursions and in-house activities.</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: **395**

- Mains: 228
- Frozens: 85
- Desserts: 82

1.4 Feedback and Complaints

Well we broke our ‘Thumbs Up’ record this month by getting two in the same week! We have received them for Group outings and assistance with transport for the month of February. We also received a card of thanks for a card we sent to send our condolences for the loss of a loved one. We have also received quite a lot of verbal thanks from clients who have been unwell and needed additional assistance as well as from family members for supporting their elderly parents in their time of need.

Jess Goodwin
Community Care Coordinator



2. Library and Youth

February 2024

- Loans: 535
- Returns: 533
- Reservations placed & issued: 238
- New members: 5
- Door count: 900
- Wi-fi use: 44
- Computer use: 89
- Housebound: 9

Other statistics:

- eLibrary: Borrow Box
 - 74 users
 - 167 eAudiobooks
 - 73 eBooks

The Walcha Library has continued to be a busy place again this month. The number of loans and returns back up to average, and reservations placed and issued have increased by over 100. The new member registrations remained above average, as did the door count as public access to computer, internet and wifi remained high. Less eLibrary users than average this month, loaned a significantly lower number of eAudio and ebooks.

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


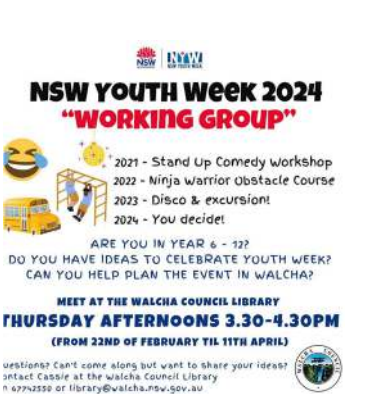
Social media

The popularity of the Walcha Library Facebook page increased again this month, and now has 368 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 9 posts on the Facebook page, reaching 1036 people, 52% less than last month which included the popular school holiday programs. With 3 Instagram posts shared throughout February, the content received 21 'likes'. Library and Youth Instagram attracted no new followers this month. There are still 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 1 engagement posts	38	8	
Library Lovers Day (also known as Valentines Day) post asking for interaction with 'what book are you loving at the moment'	38	8	

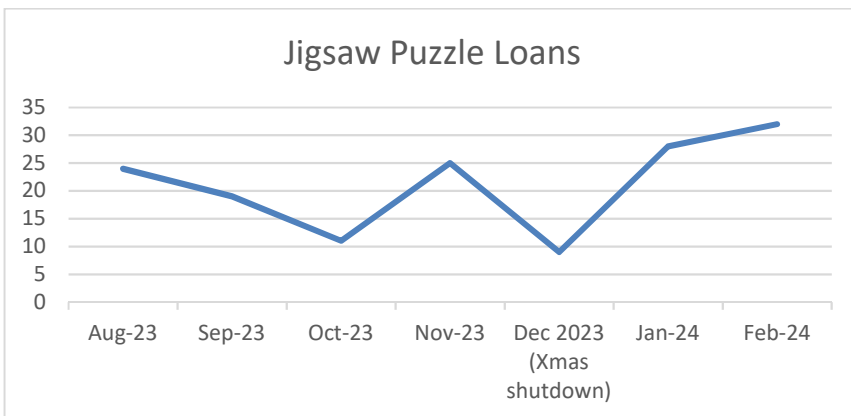
Service content: informative posts about the library services, facilities and programs	# people reached on Facebook	People engaging on Instagram	
Total 10 service posts	1027	13	
Storytime and Baby Booktime session dates for 2024	104 78 131	9	
Youth Week Working Group meeting advert for library	67 513	4	



<p>Sharing of information from other CNRL libraries:</p> <ul style="list-style-type: none"> - Kootingal magazines in library and online (also available in Walcha) - Innovation Studio STEM family workshops 	<p>46 39</p>		
<p>eLibrary Libby reel/video promoting audio books</p>	<p>49</p>		

Programs

The puzzle library loans have continued to be popular again this month, with 32 loans issued in February. Donations were received again this month, and some puzzles with damage were weeded from the collection. The Walcha Library now holds 124 jigsaw puzzles in its collection. The main display at the library entrance again including puzzles this month, reminded members of the growing collection and encouraging enquiries 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 however she has now moved from Walcha and won't be able to continue. Local school student Matilda approached the library during the holidays, volunteering her time to help maintain the collection after school on Thursdays. She was quickly inducted, and has proven to be a helpful addition, taking to the reservation and shelving systems with ease.

Library staff have spent some time weeding the collection again this month. This process needs to be done regularly to ensure that the shelves have the best selection of items, and recent training has helped Walcha staff to feel confident moving stock on, and navigating the catalogue to ensure the job is done efficiently.

The first session of Storytime and Baby Booktime at Walcha Library this year didn't attract any participants. With parent and carer feedback taken into consideration, the sessions were moved to Thursdays, still targeting all children not at school yet. There was interest shown on social media posts, posters at the library commented on, and responses to text message reminders, however none of the families were able to attend on the day. More investigation and discussions will be needed to ensure future sessions are planned for success.

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 Walcha Library, 'Taphouse' and Penny King's Bookclubs held their February meetings this month. It was decided that one of the groups is going to purchase their bookclub book every second month, and borrow using the library kits in between.

The number of members and visitors using the library facilities for study and work related purposes remained steady this month. The free wifi and study areas have been utilised this month by a wide range of members. There are a number of members who regularly come in to work remotely, study with online universities and even a local writer, who lives out of town and writes while her child is in preschool. Despite the small space, library staff work hard to ensure the facility can help meet community needs.

Drop in IT support and assistance this month has continued, with regular visits from members who need 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 2.5 hours this month.

New casual staff member Robbie has spent 2 days in training with the Walcha Library this month. The first day was an orientation to the library with coordinator Cassie, and the second was a day



with CNRL staff in Tamworth library required for specific training in the library structure and Spydus computer system.

Youth activities

Walcha Council youth services officers Cassie McKenna and Rebecca Whillock attended the inaugural Youth Development Network Training in Armidale from the 13 – 15 February. This training was purpose driven and made to suit the needs of Councils in the New England/North West region. After recently touching base with Department of Regional NSW, Regional Youth Community Coordinators Debby Herdagen and Gemma Moore, it was evident that a local networking, information and knowledge sharing engagement was needed with youth officers in the region, especially given the part time and conflicting priorities these officers experience. The department recruited Alon and Dean from Synergistic Solutions to facilitate a 3-day workshop with the local government youth development officers from the New England North West region. Representatives from the coalface of youth engagement in Walcha, Uralla, Narrabri, Glen Innes, Quirindi and Armidale/Guyra were in attendance, sharing individual experiences and absorbing the expert advice and change of culture knowledge from the facilitators. The biggest take away from this training was that in recent history there has been a shift in who our young people seek for advice. We need to change the mindset in the youth services space to value, support and nurture connections with people rather than the objects, events or resources that funding can provide. This network group will continue to work together through fortnightly teams meetings, to discuss and help implement what they learn from each other, and the facilitators. Walcha staff are already implementing some of what they learnt by inviting people to help facilitate the Youth Week Festival, so as they can make connections with the young people in attendance.

This month saw the reporting and acquittal process for the larger-than-usual summer school holiday program. With most information, including financial, feedback and statistical set up to be collected throughout the holidays, it was still a big job to pull it all together.

The Youth Advisory Committee meeting for term 1 was held this month at the Walcha Central School. Delegates from Walcha Central and St Patricks school brought with them a collection of ideas from their peers for the upcoming Youth Week and ongoing school holiday programs over the year. They discussed these at length, and used their survey of preferences from their peers to steer their perspectives. It was decided that a working group would continue in term 1 at the Walcha Library for youth who are interested in working on the Youth Week event.

Staff also spent the later part of the month preparing the application for funding for Winter and Spring holiday programs from the NSW Government. This application opened, with a clear 'first in first served' finite amount of funding available across the state. Youth staff used ideas discussed and flagged with young people at the Youth Advisory Committee meeting early in February to get that application and the Youth Week submission in with haste.

Planning was also necessary this month, for the Youth Week and Autumn Break programs which both received funding from the NSW Government for the April school holiday period. Staff are



organising road trips to Port Macquarie Wild Nets and Zoo, and Armidale SportUNE & cinema, while working with youth on the Youth Week Festival, including circus performance workshops.

Cassie McKenna
Library Coordinator

3. Preschool

February 2024

We have had a really busy start to the year, we have seen 17 new families to Walcha Preschool, 15 of these children are in our Koala (3-4year) room 2 Children in our Kangaroo (4-5 years) room with a total of 68 children in total. Numbers are slightly lower than last year but are still really good numbers.

Some children have taken some time to settle into the new environment and other have transitioned straight in. It has been wonderful welcoming all of our new and returning families back to Walcha Preschool for another busy year.

During week 4 of term 1 we had our emergency evacuation and lockdown practices. We are required under the NSW Education and Care National Regulations Part 4.1 Educational Practice Division 5 Emergencies and Communication to participate in these rehearsals once every 3 months, to ensure children and Staff are aware of the policy and procedures in the case of an actual emergency. While completing these practices staff evaluate the procedure that was followed and plan strategies to improve the procedure.

Planning to manage incidents and emergencies assists services to:

- protect children, adults and staff
- maintain children's wellbeing and a safe environment
- meet the requirements of relevant workplace health and safety legislation.

Having a clear plan for the management and communication of incidents and emergencies assists educators to handle these calmly and effectively, reducing the risk of further harm or damage.



Incursion – Farmer Fiona

Farmer Fiona visited us at Walcha Preschool. We had a fantastic afternoon watching and participating in her show. Farmer Fiona along with Bingo, her dog showed us how to grow and nurture an apple tree. She taught us Auslan signs for singing B-I-N-G-O, about the four weather seasons, what plants need to grow, the importance of bee's, how to move with music, using our listening skills to recall information and finally how to have fun.

Visiting performers like Farmer Fiona are a valuable source to reinforce that children require opportunities to learn in a variety of contexts. This way they can explore, enjoy, learn, practise and talk about their developing understanding. These experiences are how children gain skills, confidence and competence in their learning and give meaning to their world.



Bus service

We have slightly lower numbers on our bus this year and have only been running the service on Tuesday, Wednesday and Thursdays although this will change back to 5 days a week if the number of children requiring the bus service increases.

Melinda Bird
Preschool Nominated Supervisor



4. Tourism

February 2024

Number of visitors to Visitor Information Centre (VIC)

FEBRUARY	2024	2023	2022	2021
Walk in's	246	333	261	357
Phone enquiries	39	34	19	32
Email enquiries	1	45	3	1

WEBSITE STATISTICS	Feb	Jan	Dec	Nov
www.walchansw.com.au				
Total Visits	305,100	93,772	48,911	46,490
Total Pages	2,403,702	444,031	583,735	1,115,965
Total Hits	2,633,358	702,240	768,074	1,145,358

Website and visitor stats

The Tourism website had a large spike in visitation during February. This can be attributed to a video Walcha Tourism posted of the Betts Transport trucks with Walcha tourism promotional curtains in the Truck & Machinery Show street procession which has had a worldwide reach. Walk-ins to the Visitor Information Centre were down due to Oxley Highway continued temporary closures.

Truck & Machinery Show

Walcha Tourism undertook significant promotion of this great new event via our social media channels and New England High Country marketing channels. As mentioned above, one of the videos I took of the Betts Transport trucks in the street procession (one truck with the Walcha tourism truck sides and another with some beautiful antique tractors onboard) received an enormous amount of engagement on Facebook. From all accounts it was a very successful weekend. Congratulations to the organising committee.

Walcha Races

The annual race meet was held successfully in February with a fine weather weekend. Walcha Tourism assisted with promotion via our social media channels and via New England High Country socials to reach a wide audience.

World Women's Sand Greens Championships

This world class event is fast approaching and we are ensuring Golf NSW has all the current and up to date information on Walcha to provide to players and visitors through their communication and promotion channels.

Oxley Highway

The continued temporary closure of the Oxley Highway is having a huge effect on businesses and visitation to the town. We continue to send up to date information to all surrounding Visitor



Information Centres, all local businesses and post to our social media pages in the lead up to exemption dates or when the road is open to encourage travel and try and keep people informed.

The issue has been that VMS boards haven't always been up to date with correct information or in some cases not been working or hard to read. In recent times I have been able to liaise directly with the contractor operating the VMS boards and this has helped. It has been very difficult to get the correct information to everyone, for example, emails I send to Visitor Information Centre Managers are not passed onto the volunteers on the ground talking to visitors. To combat this, in the past couple of months I have taken to ringing all surrounding Visitor Information Centres to follow up on my emails to ensure they are aware when the road is open. We will be very relieved when these temporary road closures cease.

NSW AVIC Regional Forum – The Tourism Group

I attended the Accredited Visitor Information Centres Regional Forum in Tamworth this month. This was a great opportunity to network and learn from the Group and other Visitor Information Centres' in the regions. Destination NSW provided an overview of what's happening from our State Marketing organisation and how we can play our part. Our local Destination Network (DNCO) updated us on what's been happening close to home and future plans. Information was provided on free training opportunities with the NSW First Program.

Business Networking Group

Local business co-owner of Wood We Create, Fiona Barden, has started a networking group for local business. Walcha Tourism staff maintain a business directory on the tourism website and these contacts were shared with Fiona to get a comprehensive list for invitations. The first meeting was held this month with a good turnout, and plenty of ideas and enthusiasm. We look forward to liaising with Fiona on this great initiative and assisting in any way we can.

Energy Efficient Grants for Small Business

Information was sent to our local business directory regarding grants for small business and some local tourism operators have taken up the opportunity and applied for grants.

Visitor Information Centre – Visitor book comments

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

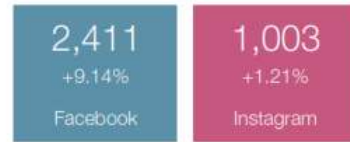
Very creative, beautiful artworks, A pleasure to visit (Tamworth), Helpful people (VIC), Lovely setting and information (Laurieton), Surprising what's on offer (Ararwarra Headland), Very impressed with town and cleanliness (Maitland), Leap year visit! (Albion Park), Pleasurable experience (Maleny QLD), Thank you to Patrick for his friendly, helpful and informative nature 10/10!



SOCIAL MEDIA INSIGHTS – WALCHA TOURISM

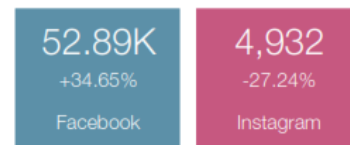
Followers

Walcha Tourism



Impressions

Walcha Tourism



Post interactions

Walcha Tourism








Ranking of posts

Walcha Tourism

Showing 15 posts sorted by Impressions

Date	Text	Network	Impressions	Interactions
Feb 17, 2024 03:30 AM	A couple of very impressive Betts Transport tru...	Go	191.38K	3,930
Feb 14, 2024 06:28 AM	The OXLEY HIGHWAY will be OPEN on the following...	Go	2,112	99
Feb 16, 2024 05:08 AM	Today's Tractor Run coming through Walcha. What...	Go	1,758	281
Feb 04, 2024 08:00 AM	 Walcha - A small town with a big heart and A...	Go	1,722	399
Feb 17, 2024 03:19 AM	Fantastic town tour this morning for the Walcha...	Go	1,715	221
Feb 17, 2024 03:30 AM	The town tour finished with the antique tractor...	Go	1,710	404
Feb 11, 2024 08:00 AM	 "Petrol and coffee stop at Walcha." ...	Go	1,304	379
Feb 25, 2024 08:00 AM	 Walcha is a Mecca for motorcycle touring, and w...	Go	873	184

Lisa Kirton
Tourism & Visitor Information Services Coordinator



Item 10:

Committee Reports

That Council RECEIVE and NOTE the Committee Reports as presented.



Walcha Council Tourism Advisory Committee Meeting

held on

Tuesday, 6 February 2024

at

9:00am

at

Walcha Council Chambers

PRESENT:

Clr Aurora Reilly (Chairperson), Phillip Hood (General Manager), Karen Kermode (Executive Manager Community & Tourism), Lisa Kirton (Tourism Coordinator), Patrick Dogan (Tourism Officer), Mathew Makeham (NPWS)

1. APOLOGIES:

Louise Clark and Jane Morrison

2. MINUTES OF THE MEETING HELD ON 10 October 2023:

The Committee **RESOLVED** on the motion of **Kermode** and **Kirton** that the minutes of the meeting of the Walcha Council Tourism Advisory Committee held at Walcha Council Chambers, Tuesday 10 October 2023, copies of which were distributed to all members, be taken as read and confirmed a TRUE record.

Committee Minutes



3. BUSINESS ARISING

3.1 National Parks – update

Tia Falls walking track to the main lookout is currently open after works but still requires sealing. NPWS currently experiencing a lack of bookings at Riverside – Walcha Tourism to share NPWS social media posts to help promote the site. The Green Gully Track walk is also quiet due to the hot conditions, but should pick up next month as temperatures drop.

3.2 Virtual experience of Youdales Hut – supper at Museum – possible date

Date to be set by NPWS and Walcha & District Historical Society.

ACTION: NPWS and Walcha & District Historical Society to lock in a date

3.3 Feedback on town signage – as part of Derby St upgrade works

Motion lapsed on recommendation to Council that the proposed signage for Derby Street upgrade work be reviewed with the Tourism Advisory and Arts Advisory Committee. Minimal community feedback received following public exhibition of project as part of community consultation process. Tourism Coordinator read out feedback submitted by Jane Morrison. General Manager explained that project plans are conceptual only and open to amendment. The signage has been taken out of the scope of works for now.

3.4 Grants update – Open Air Gallery labels, historic building plaques/QR codes

Open Air Gallery labels – The Foundation for Regional and Rural Renewal (FRRR) grant has been approved. Sufficient funding has been received to cover approximately 10 labels. Others will be added as funding becomes available.

ACTION: Stephen King looking into suitable plaque materials.

Historic building plaques – *Cya On The Road* app looks suitable for the development of a digital historic building tour. The developer is happy to hand over a Walcha Heritage Walk that they have already compiled.

ACTION: Tourism staff to progress this item. Take off future agendas

3.5 Creating a handout on Walcha’s Indigenous history/stories

To be developed in conjunction with representatives of Amaroo LALC.

3.6 Astrotourism

Images taken in the local area have been sourced from two photographers, however, better quality images need to be obtained for promotional use.

ACTION: Tourism staff to source better images for promotional use

4. GENERAL BUSINESS

4.1 Indigenous

Representatives

It has been noted that the following positions have been filled within Amaroo LALC - Shannon Green as Acting CEO and Karen Bloomfield as Chairperson. One of these representatives will serve on the Walcha Council Tourism Advisory Committee.



4.2 Information around naming of bridges, gardens

The Committee suggested that information could be available at each site via a QR code.

ACTION: Tourism Officer to assist with sourcing suitable content in the first instance.

4.3 Tidy towns

Successful outcomes to be promoted – Walcha Mens' Shed; Beverly Betts Rose Garden, Walcha Council; and The Aunty Sue Project, Walcha Central School.

4.4 NPWS Signage – Kangaroo Flat Road

NPWS proposing to erect and maintain information signage on Kangaroo Flat Road. Request of an MOU from Council before proceeding.

ACTION: NPWS to liaise with Council to progress this

4.5 Tourism promotion/new handouts

The Tourism Coordinator shared a number of recently published magazine articles promoting Walcha and also the 2023 Walcha Motorcycle Rally. A number of printed handouts were also presented that have been developed for distribution from the Visitor Information Centre and, in the near future, in PDF format on the tourism website.

4.6 Women's World Sand Green Championship

The General Manager announced that Council will be providing in-kind support for the event and will be looking at trialling the use of John Oxley Oval as an overnight overflow camping site. If successful, it would open the way for possible additional use during other major events and may become a suitable location for a water fill station.

5. NEXT MEETING

Tuesday 14 May 2024

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 10:00am



Walcha Council Local Traffic Committee Meeting Minutes

held on

Thursday 7 March 2024

at 2:00pm

Walcha Council Chambers

MEMBERS PRESENT:

Alan Butler **AB** – Walcha Council

Angela McGrath **AM** – TfNSW

Chris Jordan **CJ** – NSW Police

Lauren Hiscox **LH** – Local MP Adam Marshall's Representative

IN ATTENDANCE:

Phillip Hood **PH** – Walcha Council

Josiah McDonald **JM** – Walcha Council

Joanne Barton **JB** – Walcha Council

Meeting started at 2.05 pm

1. APOLOGIES:

Bonnie Haverhoek **BH** – TfNSW

Inspector Mick Moy **MM** – NSW Police

COMMITTEE MINUTES



2. DECLARATIONS OF INTEREST:

None

3. CONFIRMATION OF PREVIOUS MEETING MINUTES:

Not applicable

4. BUSINESS ARISING:

Not applicable

5. GENERAL BUSINESS:

See *Attachment 1* as an Agenda powerpoint supplement

5.1 Introduction & Welcome to new Local Traffic Committee (LTC)

AB as Chair of LTC welcomed the new committee and provided the Welcome to Country. Each member and additional attendees introduced themselves. Only **AM** has had previous experience on a LTC.

AB indicated this first meeting was largely a less formal introductory and discussion session, to fine tune what is suitable for inclusion, the format of the agenda, minutes and the role of the committee. Voting is not planned for this initial meeting.

5.2 Overview & Terms of Engagement

AM did a powerpoint presentation (contained in *Attachment 1*), explaining the role of the LTC. Some items for discussion in this meeting are Formal (correct forum) and others such as changes to speed zones are Informal (only a brief discussion after Formal items) and should be discussed directly with TfNSW. Informal items are not to be included in Minutes submitted to Council Meetings. Site inspections for upcoming agenda items can be arranged in advance of meetings. If a Traffic Management Plan (TMP) is required for a special event, it needs to be submitted to TfNSW at least 1 week prior to meeting. **AM** offered to assist with agenda review for future meetings.

AB asked what sort of notice and plans were required for events. Discussion followed, indicating an extraordinary meeting may be needed for short notice events. Whilst Council is aware of upcoming events, no actual notification is received from organisers and this needs to be formalised.



CJ advised there will be residential issues that NSW Police are advised of, with mainly fall into the Informal category.

LTC discussed that a list of events throughout the year is required. Contact should be made with the organisers, with a request to submit advice regarding any anticipated traffic flow or parking changes. Ideally at least 3 months' notice is preferred, to allow LTC discussion.

ACTION: **JB** & **AB** to compile event list and organisers and draft up request letter.

5.3 Derby St Design – Traffic Calming, Crossing Safety & General

AB advised the Derby St Design had had community consultation and wanted to advise LTC of current position of project at 100% Design.

CJ asked what issues the community had. **AB** responded that the community expressed safety concerns and fear of being hit by vehicles on the pedestrian crossing.

AM asked how fast were drivers approaching pedestrian crossing. **AB** advised anecdotal evidence indicated that speeding occurred.

5.4 Road Safety Assessment (RSA) – Derby St

AB advised a RSA was commissioned by Collins Williams Consulting, the project manager for the Derby St project which was conducted by AMWC and is available in *Attachment 2*.

5.5 RSA – Fitzroy St including Crossings Safety

AB advised a RSA was commissioned by Collins Williams Consulting, and conducted by AMWC and is available in *Attachment 3*.

AM offered to attend any future meetings re pedestrian safety.

5.6 Stop Sign – Intersection Derby & Hill Sts (E/W directions)

AB outlined preference for Hill St and Derby St intersection to have Stop Signs rather than Give Way signs on Hill St. It is an intersection at the top of a hill, with reduced visibility for drivers on Hill St. It was noted that the Give Way painting across road is awaiting a re-spray due to recent reseal work.



AM suggested involvement from TfNSW and NSW Police to support change of signage.

5.7 Stop Sign – Intersection Hill and Middle Sts (heading W)

AB advised currently there is an Eastwards Stop Sign and Westwards Give Way Sign on the intersection of Middle and Hill Streets. He proposed that both directions have Stop signs.

AM said it is now standard practice to have the same signage type at intersections such as this.

5.8 Speed Limit reduction – Darjeeling Rd & Thunderbolts Way

This is an Informal agenda item and as such can be discussed after all Formal agenda items have concluded, but no decisions can be voted on.

AM advised Council to contact Bonnie Haverhoek in first instance. A submission will need to be lodged via the Speedlink System. TfNSW advised they have moved away from supporting a transition 80km/hr speed zone between 100km/hr and 50km/hr, when approaching a township.

5.9 Speed Limit reduction – Oxley Hwy into Woolbrook (resident request to make it 50km/hr until Oxley Hwy intersection)

This is an Informal agenda item and as such can be discussed after all Formal agenda items have concluded, but no decisions can be voted on.

AB said a resident has requested the 50km/hr remain when leaving the Woolbrook township until the intersection of the Oxley Highway. Discussion followed and **CJ** advised the road was not conducive to 100km/hr, being narrow, windy and with no line markings.

CJ left meeting at 3.20pm due to a call out.

5.10 South St Pedestrian Crossing

JM advised Collins Williams provided 2 concept plans for a safer crossing area for school children in South St (See design plans within *Attachment 1*). The school is on a steep hill and is a couple of blocks away from the proposed plans. Option 1 has the crossing half way along South St, between Fitzroy and Hamilton St and is the preferred option from St Patricks Primary School. Option 2 has the crossing



closer to the Fitzroy St roundabout, which links in with the current footpath flow and is Council’s Infrastructure directorates preference.

5.11 Other General Business

5.11.1 – Collaborative Incident Reporting

JM would like to refine a collaborative approach to Incident Reporting. Is there a standard procedure when an accident occurs on the road network, for advising Council? Council are keen to be aware of incidents that result in accidents, asset damage or near misses. Further discussion re process is required with **CJ** at next meeting.

AM said crash data was available to assist with future funding applications to address accident areas. TfNSW receives fatality reports but not serious injuries.

ACTION: AM to provide quarterly crash data to each LTC Meeting for the Walcha area.

5.11.2 – Movement of No Stopping Signs – Pakington St

AB advised some No Stopping Signs appear to have been moved in Pakington St by a non-authority person. There have been complaints by residents re parking issues and nuisance noise of patrons of nearby pub.

ACTION: AB to investigate complaints and confirm appropriate location of No Stopping Signs.

6. DATE OF NEXT MEETING:

It was agreed that meeting should be quarterly at this stage.

ACTION: JB to send out meeting invitation shortly.

THERE BEING NO FURTHER BUSINESS THE CHAIR DECLARED THE MEETING CLOSED AT 3.39pm

Summary Action List

Agenda Item	Action	Responsibility
5.2	List of local events and draft letter	JB & AB
5.11.1	Provide quarterly TfNSW crash data	AM
5.11.1	Investigate nuisance complaints and location of No Stopping signs	AB
6.	Set date and send out next LTC meeting invite	JB



Item 11:

Delegate Reports



There are no Delegate Reports for March 2024



Item 12:

Questions with Notice



There are no Questions on Notice for March 2024



Item 13:

Referral to Closed Council Meeting



Item: 13.1 **Ref:** WO/2024/00500
Title: Referral to Closed Meeting – New England Weeds Authority
Request for Security Guarantee
Author: Executive Assistant
Previous Items: Nil.
Attachment: Nil.

RECOMMENDATION: That Council:

1. in accordance with the provisions of Section 10A(2)(g) of the *Local Government Act, 1993*, the matter of New England Weeds Authority Request for Security Guarantee be referred to be discussed in Closed Council and close the meeting to the public for the reason that the report relates to advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege;
 2. RESOLVE INTO Closed Council and the press and the 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)(g) of the *Local Government Act, 1993*, as the New England Weeds Authority – Request for Security Guarantee report relates to advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.