



**MINUTES COMMUNITY SERVICES AND PLANNING
COMMITTEE**

GWYDIR SHIRE COUNCIL

THURSDAY 12 OCTOBER 2017

COMMENCING AT 9.00AM

WARIALDA OFFICE COUNCIL CHAMBERS

Present:

Councillors: Cr. John Coulton (Mayor), Cr. Catherine Egan (Deputy Mayor), Cr. Stuart Dick, Cr Marilyn Dixon OAM, Cr. Jim Moore, Cr. Geoff Smith, Cr. David Coulton, Cr Tiffany Galvin and Cr Frances Young.

Staff: Leeah Daley (Deputy General Manager) and Andrew Cooper (Manager, Town Utilities and Plant)

Public: Nancy Capel (*Gwydir Newspapers*)

Visitor: Nil

This is page number 1 of the minutes of the Community Services and Planning Committee held on Thursday 12 October 2017

Chairman

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Gwydir Shire Council for any act, omission or statement or intimation occurring during and Council or Committee meetings.

The Council disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or Committee meeting does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by any member or officer of the Council during the course of any meeting is not intended to be and is not taken as notice of approval from the Council.

Gwydir Shire Council wishes to advise that any plans or documents contained within this agenda may be subject to copyright law provisions and that the express permission of the copyright owner(s) should be sought prior to their reproduction.

Members of the public should note that no action should be taken on any item discussed at a Council or Committee meeting prior to written advice on the resolution of council being received.

Agendas and minutes are available on the Council's website
<http://www.gwydirshire.com/>

OFFICIAL OPENING AND WELCOME – MAYOR

APOLOGIES Max Eastcott (General Manager), Richard Jane (Director, Technical Services) and Helen Thomas (Finance Manager)

THAT the apologies of Max Eastcott, Richard Jane and Helen Thomas are accepted.

(Moved Cr Young, seconded Cr Egan)

CONFIRMATION OF THE MINUTES

THAT the Minutes of the previous Community Services and Planning Committee Meeting held on Thursday 14 September 2017 as circulated be taken as read and CONFIRMED.

(Moved Cr Smith, seconded Cr Dick)

PRESENTATION - Nil

CALL FOR THE DECLARATIONS OF INTERESTS AND CONFLICTS OF INTEREST - Nil

COMMITTEE OF THE WHOLE – CONFIDENTIAL ITEMS

THAT the Council resolve into Confidential Session, Committee of the Whole and that in the public interest and in accordance with Section 10A(2)(a) of the Local Government Act, 1993, the public and press be excluded from the meeting to consider the items listed on the agenda.

ADOPTION OF THE RECOMMENDATIONS OF THE CONFIDENTIAL SESSION

COMMITTEE RECOMMENDATION:

THAT the recommendations of the Confidential Session, namely:

THAT the September 2017 monthly Confidential report for Organisation and Community Development be received

This is page number 3 of the minutes of the Community Services and Planning Committee held on Thursday 12 October 2017

Chairman

Councillor's Reports

That the following Councillor Reports are noted:

Maintenance grading on Yallaroi Road (Road 10)

As the road has been inspected and is due for maintenance grading within two weeks, no further action required at this point.

Barking Dog – High Street Warialda

Council's compliance officer to investigate.

are adopted for recommendation to Council.

(Moved Cr Smith, seconded Cr Dick)

Cr Galvin entered the meeting room at 9.15am

Item 1 Letter to Minister for Primary Industries

FILE REFERENCE

DELIVERY PROGRAM

GOAL: 4. Proactive Regional and Local Leadership

OUTCOME: 4.1 WE ARE AN ENGAGED & CONNECTED COMMUNITY

STRATEGY: 4.1.1 Encourage an informed community - GM - external

AUTHOR General Manager

DATE 3 October 2017

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/ SUMMARY RECOMMENDATION

This report recommends that Council authorises the draft letter to be sent to the Minister for Primary Industries.

It further recommends the submission of a motion to the LGNSW Annual Conference relating to the upgrading of the *Animal Welfare Code of Practice – Breeding dogs and cats*.

TABLED ITEMS	Nil
---------------------	-----

BACKGROUND

When the Council considered the modification to the Dog Breeding facility development application it also resolved:

THAT the Council write to the Minister for Primary Industries, The Hon. Niall Blair, and The Hon. Adam Marshall, the member for Northern Tablelands, outlining the unacceptable circumstances of this current development application and Council's continuing concerns about the lack of clarity regarding the acceptable operation of a dog breeding facility

A draft letter is attached for the Council's modification or endorsement. If the letter is approved it can be posted on 13th October 2017.

COMMENT

In researching the content of the draft letter it was clear that the NSW Government is not acting in a timely manner to address the deficiencies that currently exist in the *Animal Welfare Code of Practice – Breeding dogs and cats*.

This is page number 5 of the minutes of the Community Services and Planning Committee held on Thursday 12 October 2017

Chairman

The suggested improvements recommended by both the NSW Companion Animals Taskforce Report (2012) and the Joint Select Committee on Companion Animal Breeding Practices in New South Wales (2015) have not been implemented to date.

A suggested motion for the LGNSW Annual Conference is:

THAT the LGNSW Annual Conference call on the Minister for Primary Industries to expedite the review of the *Animal Welfare Code of Practice – Breeding dogs and cats* to incorporate the recommended improvements put forward by both the NSW Companion Animals Taskforce Report (2012) and the Joint Select Committee on Companion Animal Breeding Practices in New South Wales (2015).

The deadline for motions is 9th October 2017 so this motion has been submitted but may be withdrawn if not supported.

OFFICER RECOMMENDATION

THAT the draft letter to the Minister for Primary Industries is endorsed by the Council.

FURTHER that the following motion be submitted to the LGNSW Annual Conference for consideration:

THAT the LGNSW Annual Conference call on the Minister for Primary Industries to expedite the review of the *Animal Welfare Code of Practice – Breeding dogs and cats* to incorporate the recommended improvements put forward by both the NSW Companion Animals Taskforce Report (2012) and the Joint Select Committee on Companion Animal Breeding Practices in New South Wales (2015).

ATTACHMENTS

AT- Draft Letter

COMMITTEE RECOMMENDATION TO COUNCIL:

THAT the draft letter to the Minister for Primary Industries is endorsed by the Council.

FURTHER that the following motion be submitted to the LGNSW Annual Conference for consideration:

THAT the LGNSW Annual Conference call on the Minister for

This is page number 6 of the minutes of the Community Services and Planning Committee held on Thursday 12 October 2017

Chairman

Primary Industries to expedite the review of the *Animal Welfare Code of Practice – Breeding dogs and cats* to incorporate the recommended improvements put forward by both the NSW Companion Animals Taskforce Report (2012) and the Joint Select Committee on Companion Animal Breeding Practices in New South Wales (2015).

**All Councillors voted in favour.
(Moved Cr Moore, seconded Cr Dick)**

13th October 2017

The Hon. Niall Blair MLC
GPO Box 5341
SYDNEY NSW 2001

Dear Minister

Dog Breeding Facilities

This letter is being sent to seek your comment on the current guidelines that are being applied to dog breeding facilities.

This matter is very relevant to Gwydir Shire Council at this time because of one particular dog breeding establishment located in Onus Road, Gum Flat.

A brief history of this case will highlight, hopefully, the problems faced by regulators in applying the current guidelines.

The animal (dogs') breeding establishment at Onus Road Gum Flat has been in operation since 2010 but without any formal consent.

Once the Council was informed of the existence of the facility the operator was required to lodge a Development Application.

This application was refused on 11th December 2015 on the following grounds:

The proposal does not comply in full with the standards and intent of the *Animal Welfare Code of Practice – Breeding dogs and cats*;

The proposed quarantining plans for sick animals does not comply in full with the standards and intent of the *Animal Welfare Code of Practice – Breeding dogs and cats*;

The proposed treatment of animal effluent does not comply in full with the standards and intent of the *Animal Welfare Code of Practice – Breeding dogs and cats*;

The application has not adequately addressed issues relating to noise from the development;

It is unlikely that the potential impacts from the continued operation of the dog breeding establishment will be consistently mitigated or managed due to the set out and construction of the facility;

The proposal is generally not in the public interest; and;

The Development Application does not outline with any clarity or certainty that the proposal will cater for the environmental enrichment or socialisation levels for the

This is page number 8 of the minutes of the Community Services and Planning Committee held on Thursday 12 October 2017

Chairman

dogs as outlined within the standards and intent of the *Animal Welfare Code of Practice – Breeding dogs and cats*.

FURTHER that as the gestation period for dogs varies from 58 to 65 days that the unauthorized activities are to be progressively reduced and ceased completely on the property from Tuesday 1st March 2016 under the supervision of the RSPCA and the appropriate Notice of Intention to issue an Order will be issued from the date of this determination.

FURTHER that if the unauthorized activity has not ceased on or before 1st March 2016 that the Council commence action to seek an injunction for the activity to cease.

The decision to refuse the application was made after extensive consultation with the RSPCA and a growing concern about the provision of a social licence for these types of establishments only when they exhibit best practice within the industry. The Council received an on-line petition against the proposed development with over 100,000 signatures.

Although the pleading of the petition contained errors of fact it did highlight the growing concern within the broader community. The on-line petition, for example, was based upon a suggestion of animal cruelty but there was never any evidence that this was the case.

The Council also had a commitment from the RSPCA that it would act as the Council's expert witness if the proponent appealed the Council's refusal, which he did.

Development Consent for the current operations which include the construction/upgrade and use of a large number of enclosures was approved by the Land and Environment Court on appeal on the 9th December 2016 subject to a Section 34 Agreement that outlined a schedule of conditions supported by a Site Management Plan.

During the Section 34 Mediation process it was clear that the *Animal Welfare Code of Practice – Breeding dogs and cats* does not embed the ethos of best practice and that the proponent only had to display a minimal level of compliance to be acceptable.

Eventually the RSPCA and Council accepted the proposed changes put forward by the proponent to the application to at least move towards the best outcome possible. Part of this negotiated outcome was a target date, accepted by the proponent, to have the implementation of the consent conditions completed by 30th June 2017.

An application to have the timeframe extended from 30th June 2017 to 1st March 2018 was lodged by the proponent on 26th June 2017. The Council has agreed to this modification as the only practical way to handle the matter other than once again returning to the Land and Environment Court.

It is very unlikely that any further extension to the modified target date will be approved by this Council subject, of course, to the circumstances outlined in any request but this Council's experience with this development in the past does not create confidence in the proponent's commitment to the outcome expected within the broader community.

Gwydir Shire Council is concerned that the requirements and guidelines of the *Animal Welfare Code of Practice – Breeding dogs and cats* allow less than ideal outcomes and the lack of specificity makes it impossible to achieve a best practice outcome.

This was especially so in this case because the opportunity to achieve an acceptable outcome was hindered by the unauthorised operation that was already in existence without approval. To use an old saying, you can't make a silk purse out of a sow's ear.

A significant recommendation (recommendation 1) of the NSW Companion Animals Taskforce (Taskforce 2012) was that '*The Animal Welfare Code of Practice – Breeding Dogs and Cats should be revised to ensure that the existing guidelines it contains become enforceable standards*', which this Council strongly supports.

The Joint Select Committee on Companion Animal Breeding Practices in New South Wales (Committee 2015) noted that the implementation of the Taskforce's recommendations have not received the timely implementation that could reasonably be expected and also included as one of Committee's recommendations '*The Committee recommends that the NSW Government implements the recommendations of the NSW Companion Animal Taskforce Report, as a priority.*'

Other recommendations from the Committee that require urgent attention include:

Recommendation 6

The Committee recommends that the NSW Government, through the Animal Welfare Advisory Council, reviews The Animal Welfare Code of Practice – Breeding dogs and cats to determine whether current lifetime and periodic litter restrictions, regulating animal numbers per enclosure, and introducing mandatory desexing of animals which have reached the end of their breeding lives, achieve acceptable animal welfare outcomes.

Recommendation 7

The Committee recommends that the NSW Government, through the Animal Welfare Advisory Council, reviews The Animal Welfare Code of Practice – Breeding dogs and cats to determine whether introducing a staff to animal ratio for breeding facilities would improve animal welfare outcomes.

Recommendation 8

The Committee recommends that the NSW Government amends The Animal Welfare Code of Practice – Breeding dogs and cats to mandate an on-site residency requirement for staff at breeding establishments equivalent to the Victorian code of practice as a minimum standard.

In the State Government's response (25th February 2016) to the Committee's recommendations it was indicated that Recommendation 1 (*The Animal Welfare Code of Practice – Breeding Dogs and Cats should be revised to ensure that the existing guidelines it contains become enforceable standards*) was supported and that the *NSW Government remains committed to supporting a majority of the recommendations, either wholly or in principle.*

When is it expected that the improvements recommended by the Taskforce to the *Animal Welfare Code of Practice – Breeding dogs and cats* will be available for guidance?

The Government's response to the Committee's recommendations 6 and 7 were supported but, as yet, not actioned but awaiting a review from the Animal Welfare Advisory Council (AWAC).

When is it expected that the review by AWAC will be considered?

In response to the Committee's recommendation 8 the Government has indicated that it does not support this recommendation and suggesting that *there are various ways of monitoring animals without the requirement to reside at the premises*. Often these establishments are located in relatively remote areas and with, at times, limited access to communication systems especially mobile reception. Therefore this needs to be flexible depending upon the individual circumstances and location.

The Committee's recommendation 25 *'that appropriately trained local government rangers be given the prescribed powers under section 4(1) 'definition of officers' of the Prevention of Cruelty to Animals Act 1979 (NSW)'* was not supported in the Government's response yet it seems a reasonable recommendation. At the moment there is a duplication of inspections, in the Onus Road case for example, which is a less than desirable use of resources. At the moment the Council isn't kept informed of the outcome of RSPCA inspections or even if they have been undertaken at this property. It is difficult to understand the reasoning and concern being expressed in the Government's response: *implementation of this recommendation would greatly increase demand on resourcing for local government.*

Overall Gwydir Shire considers that urgent action is required to address the current deficiencies in the operational effectiveness of the *The Animal Welfare Code of Practice – Breeding Dogs and Cats*.

Yours faithfully

Max Eastcott
General Manager
cc The Hon. Adam Marshall MP, Member for Northern Tablelands

Greenhouse Update

2. Building the business base

2.1 OUR ECONOMY IS GROWING AND SUPPORTED

2.1.2 Support the growth of our business community - OCD - external

General Manager

3 October 2017

Nil

This report is to update the Councillors on the Greenhouse proposal and to allow discussion.

Nil

At the last meeting the Council was informed about the agreements that have been secured with Green Camel and Perfection Fresh regarding the operation of the proposed Greenhouse and the marketing of the product.

The preparatory work to assist with any future Development Application has now been finalised.

Representatives from both Green Camel and Perfection Fresh will be visiting the Shire on Monday 13th November 2017.

The next important move is to finalise the property purchases required for the various stages of the proposed greenhouses.

The Council agreed at an earlier meeting to borrow internally \$500,000 from the Water Fund to purchase the properties required. The Council has reached agreement with one property owner and will now be opening negotiations with a second owner in the near future.

In line with the Council's previous resolution, the internal loan funds have not, as yet, been drawn down and the application required to the Office of Local Government to allow for the internal loan has not been submitted.

This is page number 12 of the minutes of the Community Services and Planning Committee held on Thursday 12 October 2017

Chairman

Following the on-site meeting with Green Camel and Perfection Fresh, it is likely that the Council will be requested to authorise the preparation of the development application.

OFFICER RECOMMENDATION

THAT the report be received

ATTACHMENTS

There are no attachments for this report.

COMMITTEE RECOMMENDATION TO COUNCIL:

THAT the report be received

(Moved Cr Young, seconded Cr Moore)

Item 3 DA 23/2017 118 Stephen Street Warialda

FILE REFERENCE

DELIVERY PROGRAM

GOAL: 2. Building the business base

OUTCOME: 2.1 OUR ECONOMY IS GROWING AND SUPPORTED

**STRATEGY: 2.1.2 Support the growth of our business community -
OCD - external**

AUTHOR General Manager

DATE 4 October 2017

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/ SUMMARY RECOMMENDATION

This report recommends refusal of DA 23/2017 with reasons.

TABLED ITEMS	Nil
---------------------	-----

BACKGROUND

DA 23/2017 was lodged on 15th June 2017 by Michael Davis and Anita Mackay.

Site of Development: Lot 3 DP 849040, 118 Stephen Street Warialda, which is Zoned – RU 5 Village and has an approved Existing Use of Property as Industrial Business.

Development Proposal – Placement of two portable demountable living quarters for temporary accommodation to address accommodation issues for staff working for Warialda Engineering, between offsite jobs and for those employees who fly in/fly out and need accommodation when in Warialda.

Details of Proposed Development:

- Demountables are intended to be used to accommodate employees of Warialda Engineering that do not have permanent accommodation in Warialda and are between jobs, are unable to work due to poor weather and for weekends.
- Each demountable contains 5 attached single bedroom units with bed, air conditioning, open wardrobe and storage areas;

This is page number 14 of the minutes of the Community Services and Planning Committee held on Thursday 12 October 2017

Chairman

**Community Services and Planning Committee - 12 October 2017 Gwydir
Shire Council**

- Kitchenette facilities are available to boarders in the main office building located on the eastern side of Workshop 1. Boarders have access to tea, coffee, microwave, fridge and toaster. It is intended that boarders will obtain meals mainly from the local café, hotels etc.;
- Primitive existing bathroom facilities located close to the proposed demountables site is available for the boarders to use and consists of 1 toilet, 1 urinal, 1 shower, 1 tub/basin, a washing machine and dryer;
- Communal gathering area is suggested to be the area between the two facing demountables (not covered);
- Existing vehicle parking for the commercial premises is to be used by the boarders;
- Demountables are to be painted to match the current commercial premises' colour scheme; and;
- Demountables and communal gathering area is to be screened from Roger Moore Crescent by a row of shrubs to provide privacy for boarders and mitigate the proposed development visual impact on adjacent dwelling/s.

The proposed development falls under the definition of a "Boarding house" under Gwydir Local Environmental Plan 2013 and is a permitted use with consent under Gwydir Local Environmental Plan 2013.

Community Consultation: In accordance with Council's Community Consultation Policy – Level D – Notification of Surrounding Properties which may be affected by the proposed development.

Notification Period: 2 August 2017 to 23 August 2017

Submissions: 3 submissions received (one being a petition)

Issues arising from Submissions:

- Use of one of the demountables onsite without consent and its operation for at least the last four months;
- The applicants' failure follow the proper process and obtain development approval prior to proposed development being placed onsite and put into operation, thus blocking the community's opportunity to object to the development, protecting residents' rights and ensure the best outcome for the community;
- Fencing not erected/completed from previous development consent to mitigate noise and privacy/view issues which will increase with this

This is page number 15 of the minutes of the Community Services and Planning Committee held on Thursday 12 October 2017

Chairman

development;

- The development's visual impact from Roger Moore Crescent, in particular the two residences on the northern side of Roger Moore Crescent directly across from the proposed development;
- High density modular accommodation is out of character for the area;
- Concerned that minimum occupancy footprint requirements per person, according to the NSW Government Standards, have not been met and that the units are not "Fit for Purpose";
- Bathroom facilities are not adequate for up to 10 residents at the one time;
- Adequate kitchen facilities are not provided;
- Adequate living and socialising area has not been provided that doesn't impede the amenity of the surrounding residences;
- Adequate facilities for the storage and removal of rubbish has not been provided; and;
- Concern that the approval of the proposed development in its current state will set a standard which will become harmful to the residential character/amenity of the Warialda township and damage future development potential.

COMMENT

The site was inspected and found to be occupied without consent.

Also, following the submissions received, the applicants were requested to address the issues raised and also cease occupation of the building – copy of letter attached.

The applicants' additional information provided is attached.

After reviewing the information provided in the application, in its current form, is unacceptable for the following reasons:

1. Inadequate bathing, toileting facilities, covered living/communal area provided onsite to accommodate the maximum number of boarders and thus the proposed development is not fit for purpose.
2. Failure of the applicant to obtain development consent prior to use of the demountable/s to accommodate employees.

This is page number 16 of the minutes of the Community Services and Planning Committee held on Thursday 12 October 2017

Chairman

3. That public opinion has been tarnished by the applicants' failure to obtain the proper consent and the detrimental effect the proposed development will have, and has already demonstrated to have, on the amenity of the existing neighbourhood at times outside of the existing business' operating hours.

OFFICER RECOMMENDATION

THAT the proposed development in its current state, be refused on the following basis:

Inadequate bathing, toileting facilities, covered living/communal area provided onsite to accommodate the maximum number of boarders and thus the proposed development is not fit for purpose.

Failure of the applicant to obtain development consent prior to use of the demountable/s to accommodate employees.

That public opinion has been tarnished by the applicants' failure to obtain the proper consent and the detrimental effect the proposed development will have, and has already demonstrated to have, on the amenity of the existing neighbourhood at times outside of the existing business' operating hours.

FURTHER that the demountables only be permitted to be stored onsite (unoccupied) between offsite jobs as any piece of equipment would that forms part of the normal commercial/industrial operation of the existing business.

ATTACHMENTS

AT- Letter to applicants seeking further information

AT- Applicants' response

COMMITTEE RECOMMENDATION TO COUNCIL:

THAT the proposed development in its current state, be refused on the following basis:

Inadequate bathing, toileting facilities, covered living/communal area provided onsite to accommodate the maximum number of boarders and thus the proposed development is not fit for purpose.

Failure of the applicant to obtain development consent prior to

This is page number 17 of the minutes of the Community Services and Planning Committee held on Thursday 12 October 2017

Chairman

use of the demountable/s to accommodate employees.

That public opinion has been tarnished by the applicants' failure to obtain the proper consent and the detrimental effect the proposed development will have, and has already demonstrated to have, on the amenity of the existing neighbourhood at times outside of the existing business' operating hours.

FURTHER that the demountables only be permitted to be stored onsite (unoccupied) between offsite jobs as any piece of equipment would that forms part of the normal commercial/industrial operation of the existing business.

All Councillors in support of this recommendation.

(Moved Cr Egan, seconded Cr Young)

Our Reference: DA2017/00023:17/14775 and 17/17445
ME:PC
Contact: Max Eastcott –02 6724 2018

8 September 2017

Michael Davis and Anita Mackay
671 Oregon Road
WARIALDA NSW 2402

Dear Michael and Anita

REQUEST FOR MORE INFORMATION

Council refers to your application for Development Approval (Application No. 23/2017), for the placement of two 5 bedroom demountable living quarters on the property known as Lot 3, DP 849040, 118 Stephen Street, Warialda. Council requests that the additional information listed below be provided.

Firstly, the occupation of the demountable living quarters located at 118 Stephen Street, Warialda, by employees of Warialda Engineering and Welding Pty Ltd or by anyone else, shall cease immediately. Occupation of the demountable living quarters will only be allowable once an Occupation Certificate has been issued. After your call to me I have confirmed with Mr Pereira that no approval to have residents in the units was given, only the approval to store the unit(s) on site.

Secondly, you are requested in accordance with s.140 of the *Environmental Planning and Assessment Regulation 2000* to supply Council with the following additional/more information:.

ADDITIONAL INFORMATION

1. Provide Council with a landscaping plan which will mitigate the visual impact of the development to adjoining and adjacent properties along Roger Moore Crescent. Landscaping barriers may also assist in the mitigation of noise and intrusive lighting.
2. Provide details of the fire safety measures provided to awaken sleeping occupants to evacuate the building in the event of a fire (i.e. fire separation, safe egress pathways and smoke alarms). This should include location, design and installation details.

Note: Smoke alarms should be installed on or near the ceiling with special care taken to avoid dead air spaces.

This is page number 19 of the minutes of the Community Services and Planning Committee held on Thursday 12 October 2017

Chairman

3. Provide Emergency evacuation plans, which shall also be provided in each bedroom, detailing emergency evacuation procedures, safe egress and assembly area/s etc.
4. Provide details of the existing amenities including the number of showers, toilets/urinals and hand basins available to the occupants.
5. Provide details of facilities that provide cooking, cleaning and safe food storage for the occupants. Additionally, provide details of a common area/space made available for the occupants to gather and interact which does not cause nuisance to surrounding residences.
6. Provide details of laundry facilities made available to the occupants.
7. Provide details of adequate waste storage facilities made available to the occupants and its removal.
8. Provide details of vehicle access and parking facilities for the occupants.

TIME PERIOD

This information must be provided to Council within 21 days.

If the information requested is not provided by the end of this period, the applicant is taken to have notified Council that the information will not be provided.

DETERMINATION

After the time period has ended, the application will be assessed and determined by Council.

FURTHER INFORMATION

Should you have any enquiries regarding the above, please contact Council's Planning Officer, Patsy Cox on 6729 3000.

Yours faithfully

Max Eastcott
General Manager



Warialda Engineering & Welding Pty Ltd

19th Sept, 2017

Ref: DA2017/00023:

Dear Max,

Thankyou for your correspondence regarding our DA of living quarters at 118 Stephen St.

We received correspondence only yesterday, Im not sure of the delay only to say the envelope dated sent on the 11th.

To comply with your immediate request employee's will be vacated this week, alternate arrangements have been put in place with another offsite job to go to at Garah and may have to reside at the local Hotel on the weekend until approval.

Additional Information questions

1. Hedging/shrubs on the Roger Moore crescent side of the dwellings can be planted (Plan Attached) . The units will be face to face which will provide privacy both for us and surrounding dwellings, this will also keep outside light to a minimum contained between the two units.
2. The units have both been recently had licenced electrician checks and smoke alarms fitted to all rooms. (Photo example attached)
3. Emergency evacuation plan (Attached) will be installed in each room
4. Existing Bathroom on property, consisting of 1 toilet, 1 mens urinal, 1 shower, 1 tub/basin, Washing Machine and Dryer. (Photo Attached)
5. A kitchenette exists in the properties main office which occupants have access to for tea, coffee, microwave, fridge, toaster. As the stays are not planned as permanent and are only temporary between jobs and weekends the meals will

118 Stephen St Warialda NSW 2402
Ph: 02 6729 1557 Fx: 02 6729 1558 Email: info@starlifter.com.au ABN: 55 098 701 396
www.warialdaengineering.com.au

This is page number 21 of the minutes of the Community Services and Planning Committee held on Thursday 12 October 2017

Chairman



Warialda Engineering & Welding Pty Ltd

be obtained from local café, hotels etc..A common gathering area would be suggested between the dwellings table and chair facilities.

6. Provided in 4. (Attached as D)
7. The existing work premises has council garbage service and sulo bins to be provided for the dwellings.
8. Vehicle parking exists to the business on Roger Moore Crescent and will be utilized by occupants.

Thankyou I hope we have addressed any concerns and please do not hesitate to call us if you have any questions or require further information, happy to assist.

Regards

Michael Davis & Anita Mackay

118 Stephen St Warialda NSW 2402
Ph: 02 6729 1557 Fx: 02 6729 1558 Email: info@starlifter.com.au ABN: 55 098 701 396
www.warialdaengineering.com.au

This is page number 22 of the minutes of the Community Services and Planning Committee held on Thursday 12 October 2017

Chairman



This is page number 23 of the minutes of the Community Services and Planning Committee held on Thursday 12 October 2017

Chairman

HITACHI IS

ARE INSTALLED IN ALL ROOM



This is page number 24 of the minutes of the Community Services and Planning Committee held on Thursday 12 October 2017

Chairman

ATTACH C.

Emergency Procedure UHF/Phone

UHF CHANNEL 3

Use the press-to-talk button and transmit the words
"Emergency, Emergency, Emergency & the nature of the emergency (eg injury/fire)"
Release the press-to-talk button.
If there is no response within a few seconds re-broadcast the emergency call and wait for a response



When you **establish contact**, provide the following **information**

- Your name
- Your location
- Location and nature of the accident/emergency
- Type of injuries (burns, broken bones etc.)
- Number of persons injured
- What assistance is required (ambulance, fire, First Aid Personell, Supervisor)
- What hazards exist (e.g. fuel tank located near fire)



Once you deliver the message, you must keep close to the radio, in stand by mode, until you are told to leave. You should then provide assistance to the injured person/s



Following an emergency call, **all radio traffic (not related to the emergency) must cease**. Your supervisor will advise you when the emergency is over

Phone: Warialda Engineering Emergency and First Aid contacts

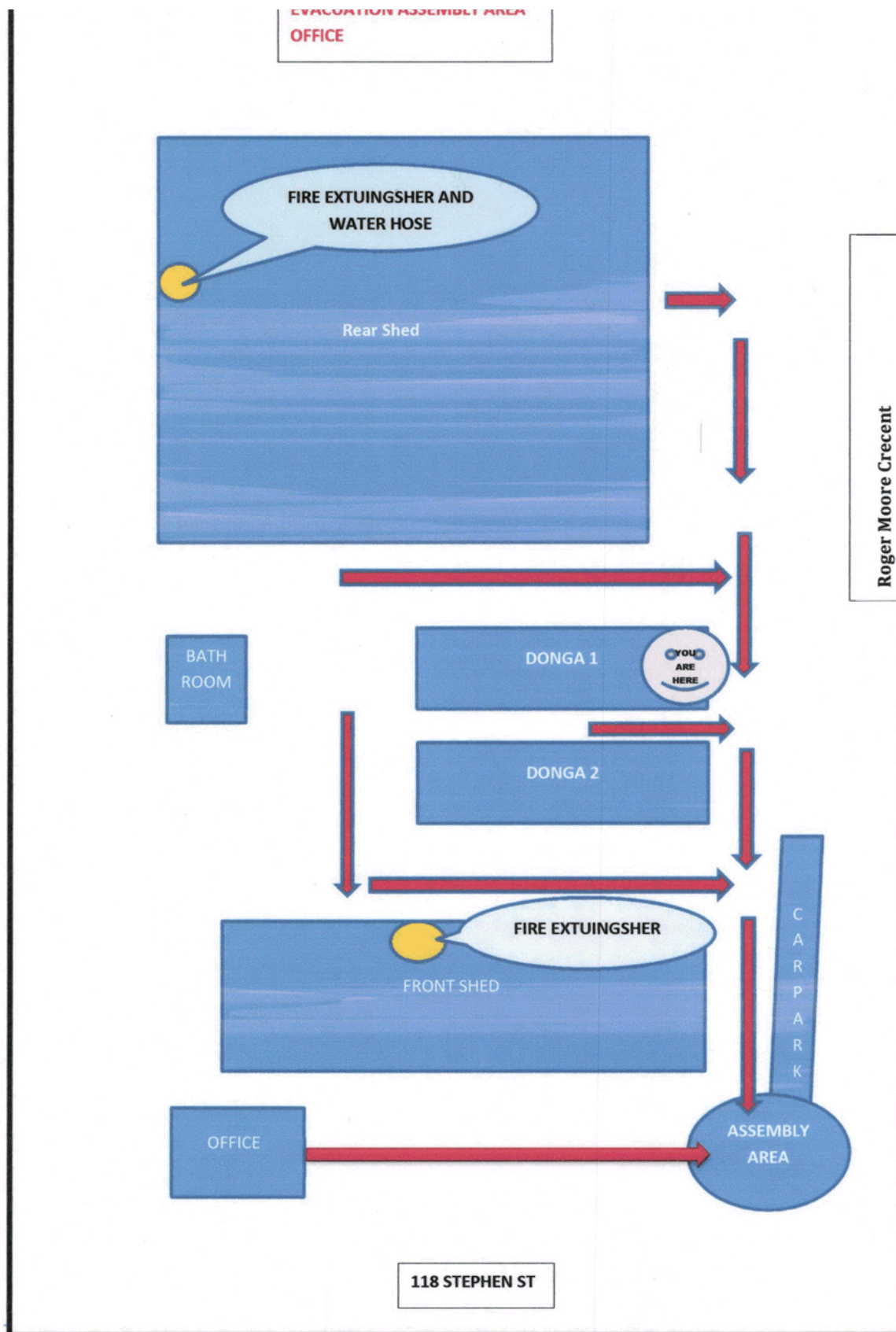
Warialda Eng Main Office: (02) 6729 1557 UHF: Channel 3

Michael Davis: 0459 783 287 Fire or Ambulance: 000

Anita Mackay: 0458 682 643 + Tyrone Davis: 0427 509 706 +

Simeon Davis: 0428 188 169 Jamie Williams: 0428 624 061 +

FIRST AID PERSONNEL = +



This is page number 26 of the minutes of the Community Services and Planning Committee held on Thursday 12 October 2017

Chairman

ATTACH D
BATHROOM LAUNDRY



This is page number 27 of the minutes of the Community Services and Planning Committee held on Thursday 12 October 2017

Chairman



This is page number 20 of the minutes of the Community Services and Planning Committee held on Thursday 12 October 2017

Chairman

Our Reference: DA2017/00023:17/14775 and 17/17445
ME:PC
Contact: Max Eastcott –02 6724 2018



8 September 2017

Michael Davis and Anita Mackay
671 Oregon Road
WARIALDA NSW 2402

Dear Michael and Anita

REQUEST FOR MORE INFORMATION

Council refers to your application for Development Approval (Application No. 23/2017), for the placement of two 5 bedroom demountable living quarters on the property known as Lot 3, DP 849040, 118 Stephen Street, Warialda. Council requests that the additional information listed below be provided.

Firstly, the occupation of the demountable living quarters located at 118 Stephen Street, Warialda, by employees of Warialda Engineering and Welding Pty Ltd or by anyone else, shall cease immediately. Occupation of the demountable living quarters will only be allowable once an Occupation Certificate has been issued. After your call to me I have confirmed with Mr Pereira that no approval to have residents in the units was given, only the approval to store the unit(s) on site.

Secondly, you are requested in accordance with s.140 of the *Environmental Planning and Assessment Regulation 2000* to supply Council with the following additional/more information:.

ADDITIONAL INFORMATION

1. Provide Council with a landscaping plan which will mitigate the visual impact of the development to adjoining and adjacent properties along Roger Moore Crescent. Landscaping barriers may also assist in the mitigation of noise and intrusive lighting.
2. Provide details of the fire safety measures provided to awaken sleeping occupants to evacuate the building in the event of a fire (i.e. fire separation, safe egress pathways and smoke alarms). This should include location, design and installation details.

Note: Smoke alarms should be installed on or near the ceiling with special care taken to avoid dead air spaces.

GWYDIR SHIRE COUNCIL ABN 11 636 419 850
Locked Bag 5, Bingara NSW 2404 EMAIL mail@gwydir.nsw.gov.au WEBSITE www.gwydir.nsw.gov.au
BINGARA OFFICE 33 Maitland Street, Bingara NSW 2404 TELEPHONE 02 6724 2000 FACSIMILE 02 6724 1771
WARIALDA OFFICE 54 Hope Street, Warialda NSW 2402 TELEPHONE 02 6729 3000 FACSIMILE 02 6729 1400

WINNER OF THE A R BLUETT MEMORIAL AWARD • WINNER OF THE NSW TRAINING INITIATIVE AWARD

This is page number 29 of the minutes of the Community Services and Planning Committee held on Thursday 12 October 2017

Chairman

3. Provide Emergency evacuation plans, which shall also be provided in each bedroom, detailing emergency evacuation procedures, safe egress and assembly area/s etc.
4. Provide details of the existing amenities including the number of showers, toilets/urinals and hand basins available to the occupants.
5. Provide details of facilities that provide cooking, cleaning and safe food storage for the occupants. Additionally, provide details of a common area/space made available for the occupants to gather and interact which does not cause nuisance to surrounding residences.
6. Provide details of laundry facilities made available to the occupants.
7. Provide details of adequate waste storage facilities made available to the occupants and its removal.
8. Provide details of vehicle access and parking facilities for the occupants.

TIME PERIOD

This information must be provided to Council within 21 days.

If the information requested is not provided by the end of this period, the applicant is taken to have notified Council that the information will not be provided.

DETERMINATION

After the time period has ended, the application will be assessed and determined by Council.

FURTHER INFORMATION

Should you have any enquiries regarding the above, please contact Council's Planning Officer, Patsy Cox on 6729 3000.

Yours faithfully



Max Eastcott
General Manager

Item 4 Monthly Organisation and Community Development Report for September 2017

FILE REFERENCE

DELIVERY PROGRAM

GOAL: 5. Organisational Management

OUTCOME: 5.1 CORPORATE MANAGEMENT

STRATEGY: 5.1.3 Administrative functions - GM - internal

AUTHOR Organisation Development Director

DATE 4 October 2017

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/ SUMMARY RECOMMENDATION

The monthly Organisation and Community Development report details the activities carried out by the Department during the month of September 2017.

BACKGROUND

The monthly Organisation and Community Development report forms part of a regular reporting regime. The purpose of the report is to inform Council of the activities carried out within the Department.

COMMENT

TOURISM

Warialda Visitor Information Centre

July 2017	August 2017	September 2017
Opening hrs = 157.5	Opening hrs = 172.5	Opening hrs = 157.5
Volunteer hrs = 37.25	Volunteer hrs = 23.25	Volunteer hrs = 29.5

Bingara Visitor Information Centre

July 2017	August 2017	September 2017
Opening hrs = 176.5	Opening hrs = 181.5	Opening hrs = 164.5
Volunteer hrs = 40	Volunteer hrs = 32	Volunteer hrs = 28

**Community Services and Planning Committee - 12 October 2017 Gwydir
Shire Council**

Income – Warialda VIC	\$ July	\$ Aug	\$ Sept
Caravan Park	2,003.00	2,684.00	2,390.00
Plants of Gwydir Shire / Cunningham's Track	0	45.00	30.00
NSW Trainlink sales	386.04	522.40	448.51
Centre hire	30.00	10.00	140.00
Merchandise sales	1,924.20	1,861.20	2498.65
Goods on Consignment sales	112.00	22.00	35.00
2017 Warialda Honey Festival – Stall/Sponsor	40.00	330.00	50.00
Subtotal	\$4,495.24	\$5,474.60	\$5,592.16
Less Caravan Park money banked	2,003.00	2,684.00	2,390.00
Less Payment to NSW Trainlink	386.04	522.40	448.51
Total Monthly Income Warialda VIC	\$2,106.20	\$2,268.20	\$2,753.65

Income – Bingara VIC	\$ July	\$ Aug	\$ Sept
Products on consignment	39.00	16.00	67.00
Merchandise	738.55	785.70	826.35
Subtotal	\$777.55	\$801.70	\$893.35
Less payments to consignees	26.03	10.68	40.80
Total Merchandise sales/income	\$751.52	\$791.02	\$852.55
Roxy tour income	\$300.00	\$374.10	\$385.00

Cranky Rock Sites	July	Aug	Sept
Powered sites	53	47	48
Unpowered sites	12	12	27
Camping sites	0	0	1
Total	65	59*	76

*Record from 1st August to 21st August 2017 due to Cranky Rock Caretaker illness.

Visitors at Bingara VIC	June	July	Sept
	479	526	672

Visitors at Warialda VIC	July	Aug	Sept
Visitors	489	636	352
RMS clients	297	297	298
Cafe	491	259	432
Total Warialda VIC	1,277	1,192	1,272

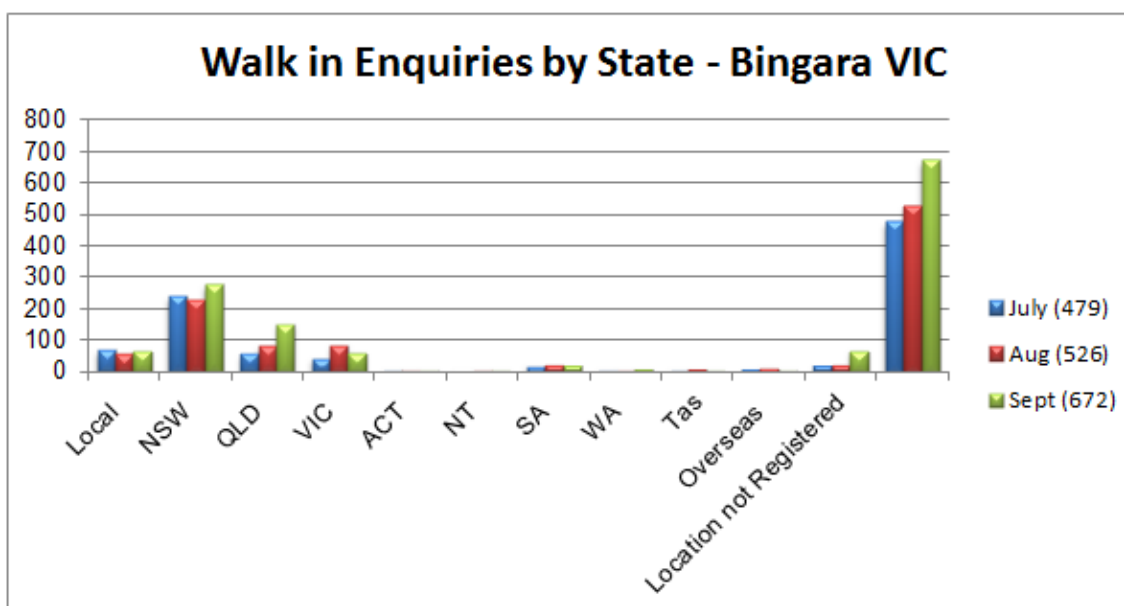
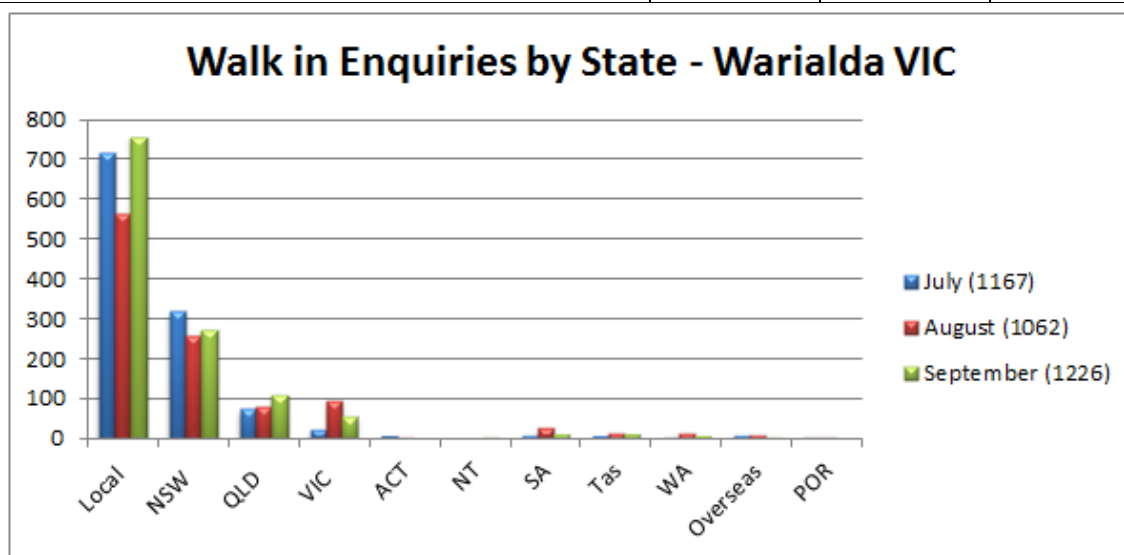
This is page number 32 of the minutes of the Community Services and Planning Committee held on Thursday 12 October 2017

Chairman

**Community Services and Planning Committee - 12 October 2017 Gwydir
Shire Council**

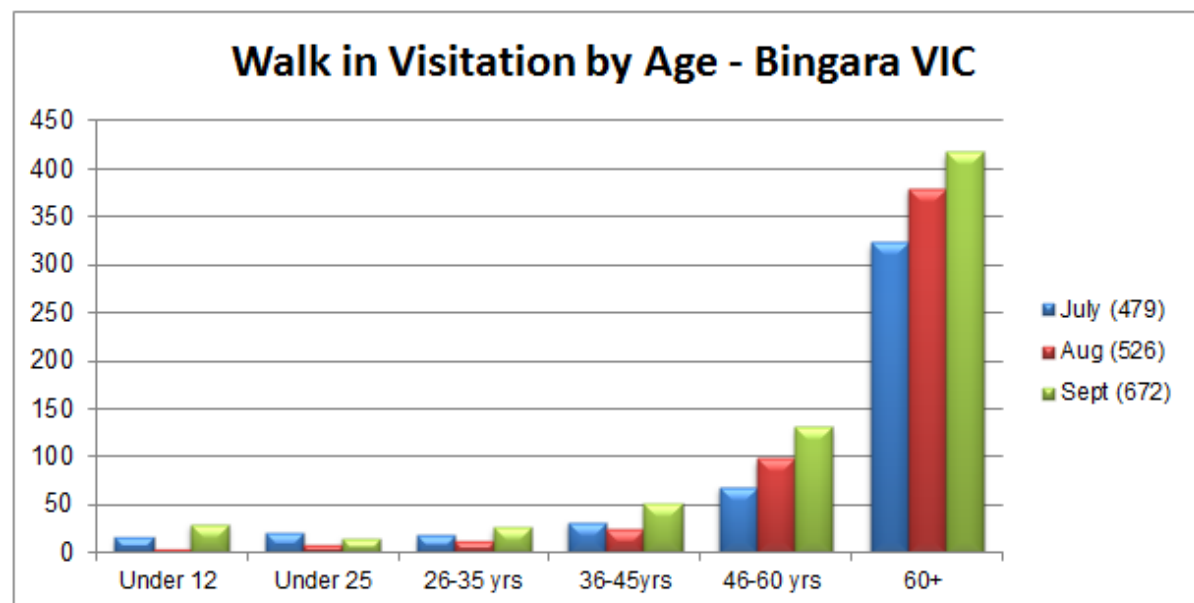
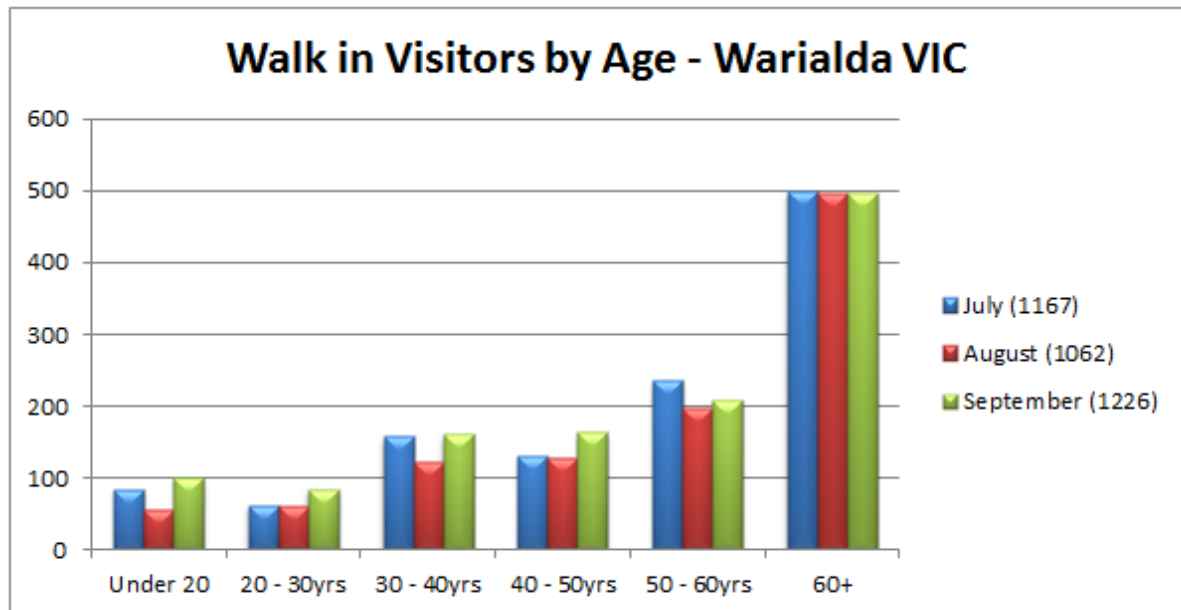
Facebook Stats Warialda	July	Aug	Sept
New Likes	6	23	23
Overall Reach	6,021	17,772	20,083
Post Reactions/Comments/Shares	111	818	353
Post Clicks	307	1,423	933

Facebook Statistics Bingara	July	Aug	Sept
New Likes	123	79	23
Overall Reach	38,954	45,129	27,931
Post Reactions/Comments/Shares	1,517	2,109	1,236
Post Clicks	4,025	4,083	2,655



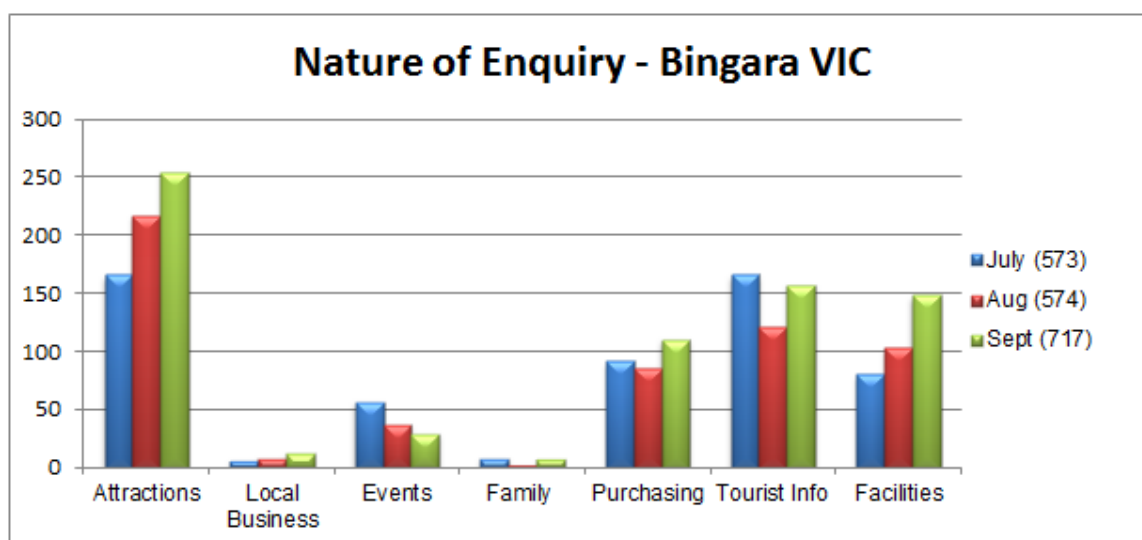
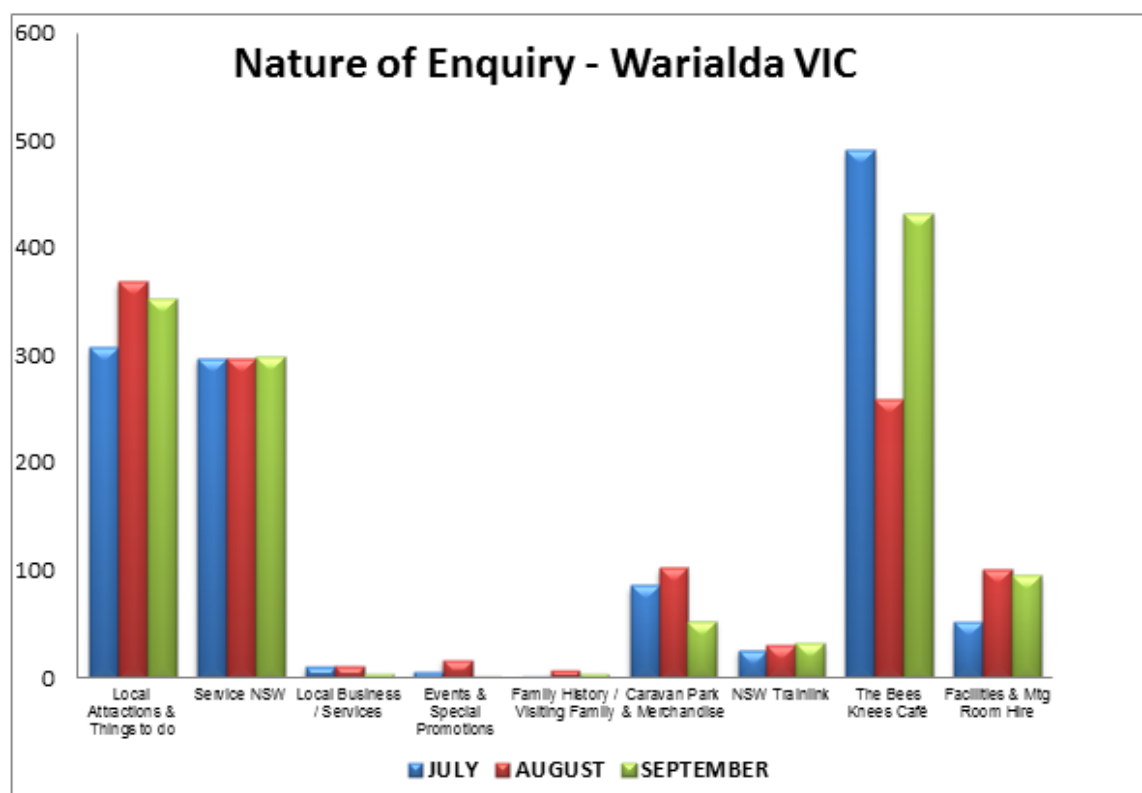
This is page number 33 of the minutes of the Community Services and Planning Committee held on Thursday 12 October 2017

Chairman



This is page number 34 of the minutes of the Community Services and Planning Committee held on Thursday 12 October 2017

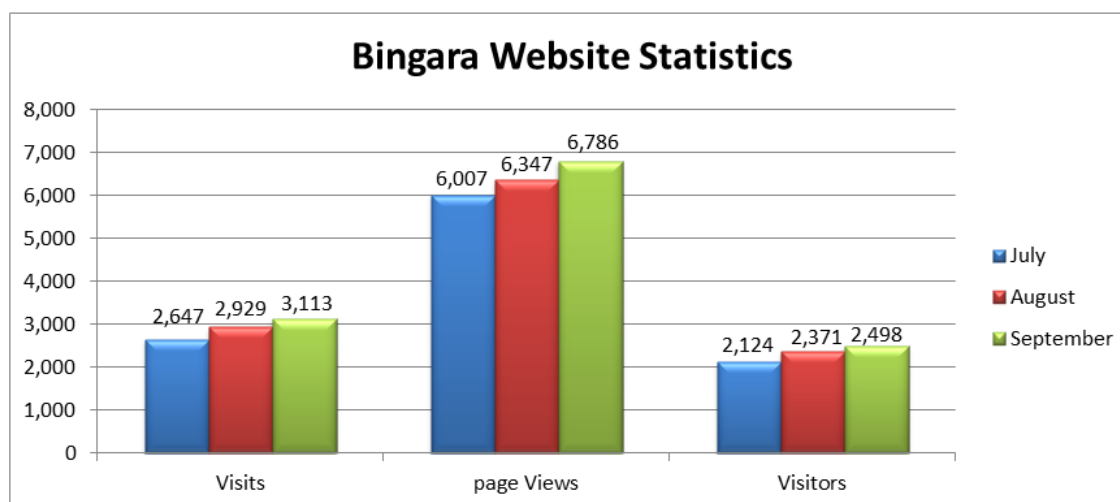
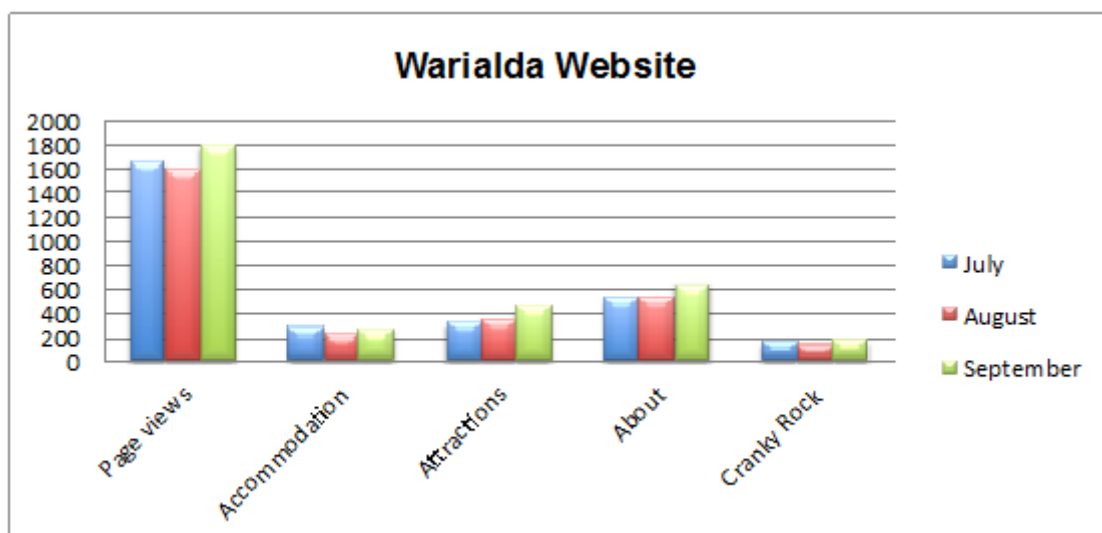
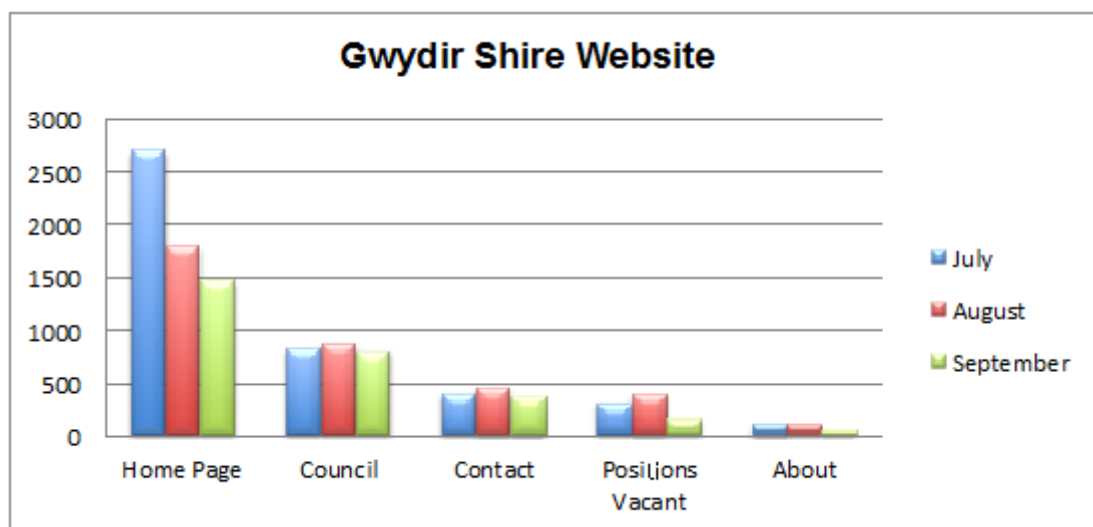
Chairman



This is page number 35 of the minutes of the Community Services and Planning Committee held on Thursday 12 October 2017

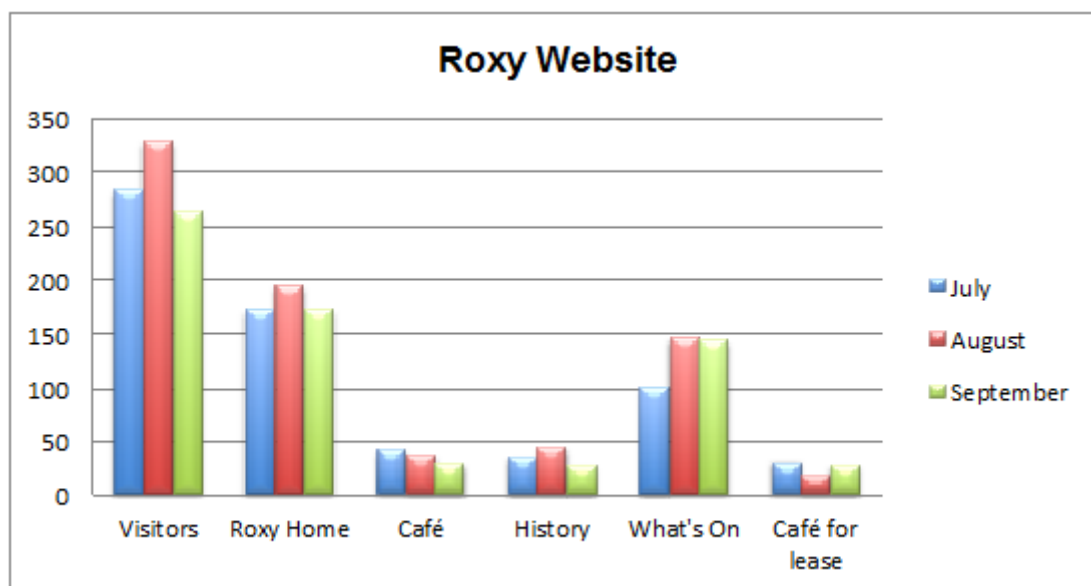
Chairman

WEBSITES



This is page number 36 of the minutes of the Community Services and Planning Committee held on Thursday 12 October 2017

Chairman



ECONOMIC DEVELOPMENT

Gwydir Community and Business Awards

Nominations have now closed for the 2017 Gwydir Community and Business Awards. Over 160 nominations for businesses throughout the shire were received over the five categories.

Judging will take place on Thursday 05 October with tickets for the awards open to the general public on Wednesday 25 October 2017. An early bird discount will apply up until 01 November when the tickets will go from \$25pp to \$30pp. Tickets for the awards night close on 10 November and the Awards will take place on Thursday 16 November.

THE ROXY COMPLEX

Theatre

Tuesday 05 September – Live Show 'Aladdin and His Magic iPod' – 230 people

Sunday 24 September – NWTC Film Club – approx 40 people

Tuesday 26 September – kids' movie 'DOWK' – approx 25 people

Wednesday 27 September – kids' movie 'Lego Movie' – 18 people

Thursday 28 September – kids' movie 'Home Alone' – 10 people

Roxy Conference Room

Friday 01 September - Arts North West, Stuff of Tales Workshop– 9 people

Tuesday 05 September – St Vinnies – 30 people

Thursday 07 September – Northern Inland Regional Waste Meeting – 15 people

Monday 11 September – Namoi Regional Councils' HR Meeting – 10 people

Tuesday 12 September - Gwydir Health Alliance Meeting – 18 people

This is page number 37 of the minutes of the Community Services and Planning Committee held on Thursday 12 October 2017

Chairman

Roxy Café

Friday 29 September – CWA Morning Tea – approx 75 people

Aladdin and His Magic iPod



Children from all around the region enjoying Aladdin and His Magic iPod live at the Roxy.

GWYDIR LEARNING REGION (GLR)

Registered Training Organisation – GLR RTO

The RTO has conducted assessment and training for six clients during the month of September. Complete training and assessment was provided for two clients. One was a private client Heavy Combination licence and the other was for an internal staff member for a Heavy Rigid licence. Four Final Competency Assessments have been conducted for private clients during September. Three were for Heavy Rigid and one for Medium Rigid licencing.

Advertisements are to be placed in the local papers and the North West Magazine to advise the general public of the training available through the GLR RTO.

Learner Car

Requests for lessons have recommenced with several already being booked for October. Three lessons have been conducted during September and several have been booked for October.

This is page number 38 of the minutes of the Community Services and Planning Committee held on Thursday 12 October 2017

Chairman

TAFE - Automotive Vocational Preparation Certificate II

Classes continue to be well attended with both morning and afternoon sessions provided. All students attending these classes also attend High School. One group of students has now completed their two year course of study and will receive TAFE Certificates for units successfully completed.

Portable Appliance Testing

Testing of appliances at Naroo Aged Care facility will soon be completed. A register of electrical assets is being compiled and will be sent to the appropriate departments. There are still many sections across Council to have appliance testing completed.

The Living Classroom (TLC)

Manager, TLC attended a two day Workshop in Rockhampton on Soil Health and Human Health during September. A report has been provided.

During September the six Work for the Dole crew have focused on making benches for the nursery, the expansion of pathways, the propagation of seedlings in the nursery and the construction of a 'carriage' for the steam weeder.

As well as regular users the yoga group and CWA, The Living Classroom has been utilised by the Gwydir Ark Group and the Koala Tracking team from Queensland during September.

A group of farmers from across the New England North West who meet once a year to consider their common interests such as regenerative agriculture and biodynamics is the Rural Consulting Services group. This year they will be meeting over four days at TLC in October. As part of their workshop they will be preparing the Berry Patch for planting of blueberries, strawberries and raspberries.

The Berry Patch is part of 'Continuance' the Vine Garden, one of several food focused projects at TLC. The Work for the Dole crew have done much of the construction work on the north side of the Nursery. It will extend east and south from the Nursery for about 800m to the south side of the Main Lake. Much of that will be vineyard. Staff are currently propagating shiraz wine grapes in the Nursery ready to plant in Autumn if grant funding can be obtained for trellises.

The Create NSW joint Grant Application with Kandos community, "An artist, a farmer and a scientist walk into a bar..." was submitted in September.

A Grant Application for Rebuild NSW titled "Big River Dreaming" is being coordinated by Manager, TLC.

A men's cookery course was conducted in the Roxy Trade Training Kitchen during September with media attention from ABC New England Northwest.

Manager, TLC held discussions with Warialda residents to discuss the prospect of a geological display in Warialda.

**Community Services and Planning Committee - 12 October 2017 Gwydir
Shire Council**

Manager, TLC conducted a Geology excursion with the Stage 4 students of Bingara Central School. The sites visited included the Fossil Pit at the Myall Creek Bridge off the Allan Cunningham Way and the Bingara Quarry off Bora Road. Many fossils were found during the excursion.

COMMUNITY HOME SUPPORT PROGRAM (CHSP)

CHSP MONTHLY REPORT FOR BINGARA, DELUNGRA AND WARIALDA

SEPTEMBER 2017	BINGARA	DELUNGRA	WARIALDA
DAY CENTRE			
Total active clients	200	25	107
Clients receiving service	57	12	54
Meals	148	31	169
Hours Clients Receive in Centre	380	79	492
SOCIAL SUPPORT			
No of Clients	59	12	54
Individual Hrs	170	9	42
Group Hrs	210	70	450
Total Hours Received	380	79	492
FOOD SERVICE (Meals on Wheels)			
Clients	6	0	6
Meals	148	0	73
TRANSPORT			
Number of Clients	45	5	20
Number of Trips	94	14	86
TRANSPORT - YOUTH			
Number of Clients	0		
Number of Trips	0		
ACCESS BUS - INVERELL			
Number of Clients	7	2	4
Number of Trips (per month)	14	4	8
VOLUNTEERS			
No. of Volunteers	39	5	55
Hours	198	16	104
ACCOMMODATION UNITS FOR AGED			
Occupancy	6/6	0/0	12/13

This is page number 40 of the minutes of the Community Services and Planning Committee held on Thursday 12 October 2017

Chairman

BINGARA CHSP

September has been a busy month for transport of Bingara clients.

Meals on Wheels number were down during September – staff are endeavouring to increase these numbers.

Weekly guest speakers have included a podiatrist, nutritionist, physiotherapist and Community Nurse.

Bingara clients have the opportunity to attend a 'Step Up' program at the Centre and an exercise program provided by an exercise physiologist on Thursdays in the CWA Park.

DELUNGRA CHSP

The luncheon in September was a BBQ held at Cranky Rock with lots of fun and laughter and included a visit from the resident Cranky Rock peacocks. Eight clients from Delungra and Warialda attended.

Delungra clients have asked for some low impact Pilate's classes. It is planned to commence these classes in 2018.

The morning tea planned for the Lavender Farm at Mount Russell was cancelled due to inclement weather. It is hoped to reschedule this trip in October.

Both Delungra and Warialda centres have had a shortage of volunteers this month, due to illness and family commitments.

WARIALDA CHSP

Client numbers have been low in September due to clients having influenza.

The Community Bus had two trips to Inverell during September with clients from Delungra and Warialda enjoying these shopping trips.

CONCLUSION

The activities carried out by the Organisation and Community Development Department are in line with the 2017/2018 Operational Plan and otherwise as directed.

CONSULTATION

Consultation has occurred within the Organisation and Community Development Directorate.

POLICY IMPLICATIONS

Policy implications are those relating to the 2017/2018 Operational Plan and the Policies of Gwydir Shire Council.

**FINANCIAL, ECONOMIC and RESOURCE IMPLICATIONS (including
Asset Management)**

The activities carried out by the Organisation and Community Development Department are in line with the 2017/2018 Operational Plan.

SUSTAINABILITY IMPLICATIONS (Social and Environment)

The activities undertaken by the Organisation and Community Development Department regarding social and environmental factors are targeted in line with the 2017/2018 Operational Plan.

OFFICER RECOMMENDATION

THAT the monthly Organisation and Community Development report for September 2017 be received

ATTACHMENTS

There are no attachments for this report.

COMMITTEE RECOMMENDATION TO COUNCIL:

**THAT the monthly Organisation and Community Development
report for September 2017 be received**

(Moved Cr Coulton, seconded Cr Smith)

Meeting closed 10.05am