



**MINUTES COMMUNITY SERVICES AND PLANNING
COMMITTEE**

GWYDIR SHIRE COUNCIL

WEDNESDAY 9 AUGUST 2017

COMMENCING AT 9.00AM

WARIALDA OFFICE COUNCIL CHAMBERS

Present:

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

Staff: Leeah Daley (Deputy General Manager), Colin Cuell (Manager Building Services), Alex Eddy (Manager Design and Assets), Helen Thomas (Manager Finance) and Duncan Thain (Manager Circular Economy)

Public: Laura Carroll (*The Warialda Standard*)

Visitor: Peter Turnbull, Deborah Grant, Jeremy Mason, Kenneth Withers and Patricia Withers

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Chairman

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OFFICIAL OPENING AND WELCOME – MAYOR

Mayor Cr John Coulton thanked Cr Egan for assuming the role of Acting Mayor during his recent absence.

APOLOGIES Cr Marilyn Dixon OAM, Max Eastcott, General Manager

THAT the apologies of Cr Marilyn Dixon OAM, and Max Eastcott are accepted.

(Moved Cr D Coulton, seconded Cr Smith)

CONFIRMATION OF THE MINUTES

THAT the Minutes of the previous Community Services and Planning Committee Meeting held on Thursday 13 July 2017 as circulated be taken as read and CONFIRMED.

(Moved Cr Galvin, seconded Cr Dick)

CALL FOR THE DECLARATIONS OF INTERESTS AND CONFLICTS OF INTEREST

Chairman

Item 2 Gravesend Hall

FILE REFERENCE

DELIVERY PROGRAM

GOAL: 5. Organisational Management

OUTCOME: 5.1 CORPORATE MANAGEMENT

STRATEGY: 5.1.3 Administrative functions - GM - internal

AUTHOR General Manager

DATE 31 July 2017

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/ SUMMARY RECOMMENDATION

Representatives from the group seeking to save the Gravesend Hall from demolition have been invited to attend the meeting to discuss this issue with the Council.

To date there has been no indication that any representatives will be attending. The group has formed a committee consisting of President, Pat Withers, Secretary, Deb Grant and Treasurer, Karen Withers.

The following invitation was forward by email to the group's President on Friday 28th July 2017 following the Council Meeting:

The Council considered the attached report at its meeting yesterday and indicated that it is prepared to sell the Hall to your group for \$1 on satisfaction of the following conditions by 9th February 2018:

The group become a legally constituted Committee; and;

The group present to the Council a fully costed refurbishment plan.

As I advised to you recently by email the Council's Community Services and Planning Committee are meeting at Warialda on Wednesday 9th August 2017 and would like to invite representatives of your group to attend the meeting and discuss this matter.

Please let me know if you or any other of your group's members can attend on this date.

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Chairman

OFFICER RECOMMENDATION – From Council Meeting

FURTHER that following the meeting with the group's representatives that the following recommendations be considered:

- 1. Transfer ownership of the Gravesend Public Hall to the Gravesend Community Committee.**
- 2. If in the event that the Gravesend Community is unable to form a suitable legally constituted Committee and provide the Council with a funded plan for the hall's restoration within 6 months from 9th August 2017 to accept ownership of the hall then Council will proceed with the demolition of the Gravesend Public Hall.**
- 3. Reallocate the approved Capex funding of \$10,000 for the demolition of the Gravesend Public Hall to go towards the construction of the storage shed/prep room at the Warialda Historical Society (providing funds are not required for demolition).**

ATTACHMENTS

AT- Previous Report

COMMITTEE RECOMMENDATION TO COUNCIL:

THAT the matter be deferred until a further meeting following representation from the Gravesend Community Committee.

FURTHER that the Committee be advised that a response is required by 30 October 2017.

FURTHER that Council hold off the scheduled works to the Gravesend RSL Hall until the matter of the Gravesend Hall is resolved.

(Moved Cr D Coulton, seconded Cr Young)

Confidential Ordinary Meeting - 27 July 2017

Gwydir Shire
Council

Item 2 Gravesend Public Hall - Proposed Demolition

FILE REFERENCE

DELIVERY PROGRAM

GOAL: 1. A healthy and cohesive community

OUTCOME: 1.2 OUR COMMUNITY IS AN INVITING AND VIBRANT
PLACE TO LIVE

STRATEGY: 1.1.3 Provide the right places, spaces and activities - OCD
- external

AUTHOR General Manager

DATE 19 July 2017

It is recommended that the Council resolve into Committee of the Whole with the press and public excluded to allow consideration of this item, as provided for under Section 10A(2) (c) of the Local Government Act, 1993, on the grounds that the report contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

STAFF DISCLOSURE OF INTEREST Nil

BACKGROUND

The Gravesend Community Hall occupies Lot A DP401780, 57 Railway Parade and is rated together with the adjoining Gravesend RSL Hall on Lot B DP401780, 59 Railway Parade. The combined land value on the valuation from 01/07/2016 is \$4,160.00. The Certificate of Title shows The Council of the Shire of Yallaroi as the owners of the property. The land is zoned RU5 Village.

It is unclear at what point the Yallaroi Shire Council took ownership of the land, however early mapping shows that the land was subdivided sometime after 1966 to form the present lots, so it would be assumed that ownership by Council was assumed sometime around or after 1966.

It is believed that the Gravesend Community Hall's origins date back to somewhere around 1915. The hall has been an important focal point and community meeting place for the residents of Gravesend and the surrounding communities. Unfortunately it appears that over many years the hall has not seen regular maintenance required to sustain it to a good condition. Consequently there has been a gradual decline in its condition to a point where it is now in poor condition and would require significant work to bring it up to a good operational condition.

Unfortunately the hall has also seen a decline in use over the last 10-20 years. As a result of low community support for the building and a need for a rationalisation of Council's building assets, the building was identified for disposal. Part of the rationalisation of building assets took into consideration

Gwydir Shire Council

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Confidential Ordinary Meeting - 27 July 2017

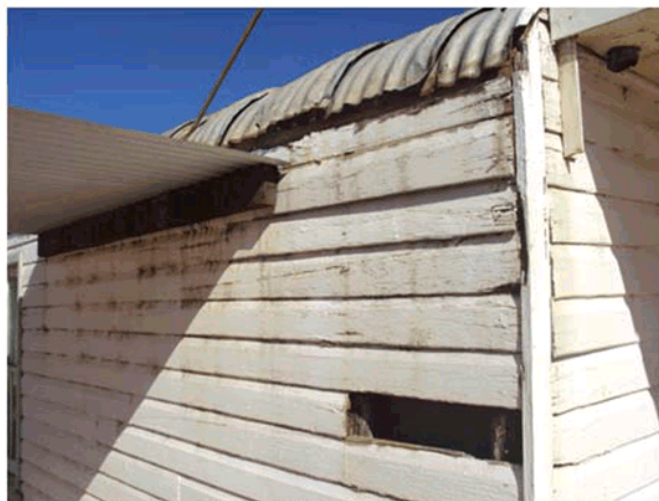
Gwydir Shire
Council

that the hall is directly beside the Gravesend RSL, of which Council is also the owner, and the fact that to some extent there was a duplication of assets which may be excess to the changing community needs.

In the past, Council has been much more proactive in the maintenance of the RSL Hall as it was in a much better condition than the Gravesend Public Hall when Council assumed ownership. Council has also committed to the ongoing maintenance of the RSL Hall and is soon to proceed with the erection of a covered deck and accessible ramp to improve the functionality of the facility.

The Gravesend Public Hall needs significant work to bring it back up to a good condition for Councils asset register. This work includes:

- Re-stumping
- Re-roofing (including battens, guttering etc.)
- Replacement of deteriorated external timberwork
- External painting including preparation
- Electrical repairs and upgrades
- Upgrades to emergency exits and egress
- Repair/replace glazing
- Repair/replace internal wall & ceiling lining
- Internal painting including preparation
- Sand and refinish timber floors (including replacement of any timber)
- Repairs to stage and steps and replacement of stage curtain



Deteriorated external cladding, roofing and lack of guttering

There is no doubt whatsoever that the Gravesend Public Hall is repairable, but it is at a significant cost.



Deteriorated path of egress

CONSULTATION

The proposed demolition of the Gravesend Public Hall was first discussed with the public at the Gravesend Public Meeting held on 22 March 2017. At that meeting there were only two persons who voiced an objection to the demolition. Consequently Council proceeded to advertise the intention to demolish the building. The Public Notice advertising the proposed demolition was placed in the Warialda Standard, Bingara Advocate and the Bingara Local on 10 May 2017 and sought submissions from the public up until the 07 June 2017.

Council received a total of 29 submissions and a petition signed by 154 people in opposition to the demolition.

Submissions, 28 of which were generic, stated the following reasons (in summary) opposing the demolition:

- Inadequate public consultation
- Details of the costs to repair the hall have not been made available to the public
- Inadequate assessment of the social and historical importance of the hall
- Inadequate attempts to secure external grant funding, or work by volunteers to repair the hall

Confidential Ordinary Meeting - 27 July 2017

Gwydir Shire
Council

STATUTORY ENVIRONMENT

Specific Legislation	<ul style="list-style-type: none">• State Environmental Planning Policy (Exempt & Complying Development Codes) 2008• Environmental Planning & Assessment Act 1979
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POLICY IMPLICATIONS

N/A

FINANCIAL IMPLICATIONS

In Council's asset register the Gravesend Public Hall has a current value of \$360,351.45 and has a replacement cost of \$616,401.00. The current rate of depreciation is \$11,624.38 per year. In asset management terms Council would theoretically need to spend \$256,049.55 to bring the building up to a Condition 1 – Excellent rating.

While no detailed estimates have been prepared to carry out this scale of work, a rough estimate was prepared some time ago which revealed a cost of around \$230,000.00 (excluding the kitchen) to bring the building back up to a good condition. This figure has been somewhat disputed by the community, however for Council to carry out the work and engage external contractors to complete aspects of the work it is a very realistic figure.

By disposing of this building, Council would not need to fund the future depreciation or cover the cost of the upgrade work to bring the building up to an acceptable condition.

The Gravesend Public Hall is not currently fit for use owing to its dilapidated state. There are a number of issues with the building including water leaks, loose lining material, unsafe electrical wiring and fixtures and non-complying exits which may pose a significant risk to occupants.



Inside the main hall building showing deteriorated state



Emergency Exit door padbolted and without panic bars

Given the renewed enthusiasm and support from Gravesend residents and members of the surrounding community to retain the hall, it would seem that Council may consider not proceeding with the demolition of the hall and rather transfer ownership of the hall to a suitably formed Community Committee. By proceeding with this course of action, Council could remove the building and the resulting financial responsibility from their asset register and the Gravesend Community could retain their Hall.

There would however need to be some basic work done to the fire safety and structural adequacy of the building before use of the hall could be resumed.

Item 3 Gwydir Health Alliance

FILE REFERENCE

DELIVERY PROGRAM

GOAL: 1. A healthy and cohesive community

OUTCOME: 1.1 WE HAVE HEALTHY SPACES AND PLACE

STRATEGY: 1.1.1 Improve local access to health services - OCD - external

AUTHOR Organisation Development Director

DATE 25 July 2017

STAFF DISCLOSURE OF INTEREST Nil

IN BRIEF/ SUMMARY RECOMMENDATION

As a result of the Gwydir public forum held in February 2017, the Gwydir Health Alliance was formed between the community and various health providers with the aim of providing ongoing quality and consistent healthcare to our local community.

The Alliance consists of representatives from:

Bingara and Warialda Multipurpose Services
Hunter New England Local Health District
Rural and Remote Medical Services
Representatives from the Rural Doctors Network
Local General Practitioners
Representatives from Aged Care Services
Australian Unity
NSW Ambulance Service
Local Health Advisory Committee
Four community members
Councillors
Council's Deputy General Manager

The Gwydir Health Alliance is constituted as a committee of Council and will meet quarterly.

The Alliance held its inaugural meeting on 13 June 2017 followed by a workshop facilitated by Dr Estrella Lowe of the Rural Doctors Network on 11 July 2017.

OFFICER RECOMMENDATION

THAT the minutes of the Gwydir Health Alliance meeting on 13 June 2017 and workshop on 11 July 2017 be received

ATTACHMENTS

AT- Minutes - Gwydir Health Alliance Meeting - 13 June 2017

AT- Notes from GHA Workshop 11 July 2017

COMMITTEE RECOMMENDATION TO COUNCIL:

THAT the minutes of the Gwydir Health Alliance Meeting on 13 June 2017 and the Workshop on 11 July 2017 be received.

(Moved Cr Galvin, seconded Cr Young)

Gwydir Health Alliance Meeting

13 June 2017

MINUTES

Venue:	Roxy Theatre Meeting Room Bingara	Date:	13 June 2017
Chair:	Cr Catherine Egan	Time:	6pm – 8.20pm
Attendees:	Shane Hatton, Jenni Scott	RaRMS	
	Dr Estrella Lowe	Rural Doctors Network	
	David Quirk, Sue Mack	HNEH	
	Dr Di Coote, David Conway	Warialda MPS & Advisory	
	Jennifer Brown, Sharon Baker	Aged Care Facilities, Touriandi and Naroo	
	T Newby, P Moulton, R Burge, L Kennedy	Community members	
	Cr C Egan, Cr T Galvin, Cr F Young, Leeah Daley, Robyn Phillips	GSC	
File Ref:	S4211		

Item No	Agenda Item
1	Welcome and introduction
2	Apologies – Melanie Freeman
3	Correspondence
	For information – Gwydir Shire Council in collaboration with Moree and Narrabri councils will financially support a StateCover initiative (organised by HNE Primary Health Network) for General Practitioners to participate in a Professional Development evening in Moree on 17 th August 2017 – Health Benefits of Good Work – GPs collaborating with employers in patients' Recovery at Work
4	Aims – Objectives of the Gwydir Health Alliance
	<p>RaRMS sees the formation of this group as an opportunity to share information, and promote a better relationship between medical centres and community.</p> <p>After much discussion it was agreed the Role of this Alliance is to:</p> <ul style="list-style-type: none"> • Lobby government for change • Determine and develop recruitment incentives, e.g. financial incentive, housing, social incentives (flexible working hours), support professional development • Identify needs / fundraising • Communicate and provide feedback to the community • Educate the community – e.g. legislative complexities (improve understanding) • Look at alternative ways provide services to GSC • Promote preventive health care to the community (community initiative) <p>GOAL – to recruit 2-3 fellow GPs (5 across both towns) - this would solve RaRMS' workforce issues</p>
	Issues identified/discussed
	<p>LD asked whether we need to list VMO rights as an Agenda item</p> <p>Dr Coote - problem is getting correct skill mix of doctors happy to visit hospital who</p>

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Gwydir Health Alliance Meeting

13 June 2017

	<p>can then get accredited to work in hospitals (most don't want to work after hours, be on call)</p> <p>SH – through necessity RaRMS has had to procure locums to work in Bingara – best possible at the time, not necessarily able to cover VMO duties – competing against 248 vacancies- it is a crisis, workforce – those available don't have the skills sets</p> <p>FY informed the meeting that The Hon Dr David Gillespie (Assistant Minister for Health) announced in February 2017 a Rural Health Commissioner would be appointed to investigate rural medical and allied health issues.</p> <p>Requested Action from this Alliance to follow up with Minister Gillespie</p> <p>TN – would it be feasible to have nurse practitioners - DQ advised while NP could have a mix of skills, not an abundant supply, still need medical staff</p> <p>Dr Di – we are unable to attract registrars due to \$ - practices in larger centres can now take more registrars, pay more and therefore attract the registrars. With bulk billing registrars lose K\$10 – 15 over 6 mths</p> <p>Bingara MPS is not in a position to take Registrars</p> <p>Registrars require suitably qualified supervisors – finished medical training, need additional experience</p> <p>Dr Coote gave an example where fundraising has occurred to provide a package to entice Registrars - sometimes Registrars can be remotely supervised</p> <p>FY – lobby politicians and seek political support to 'bond' - incentive to stay for say 2 years</p> <p>Paul Moulton – have exit interviews been conducted with Drs leaving – SH said in some instances – yes with locums – some reasons for leaving are closer to family, can't leave the role of doctor behind outside of the surgery, most are not coming with the intent to stay</p> <p>PM – are there any consistent issues that we can address</p> <p>Jenni Scott – professional isolation is an issue, difficulty accessing professional development, school quality for children, work for partners</p> <p>SH asked if we were to introduce an additional payment to encourage GPs, what would that co-payment be</p> <p>CE – why can't medical students be 'bonded' and made to spend time in regional areas</p> <p>Dr Lowe – spoke of 9000 bonded scholars across Australia i.e. a person who under federal government scheme has accepted a scholarship and in return they need to return service in a rural area, may be something of benefit</p> <p>Secondly GP Synergy have changed the way they allocate places, rural stream registrars e.g. pushed into areas of greater need, Bingara and Warialda would be considered areas of greater need.</p> <p>Remote supervision would be a constructive suggestion to GP Synergy.</p>
5	Membership
3.1	<p>Have we covered all relevant sectors of the community?</p> <p>Australian Unity – this Alliance to approach Fiona McGowan Action RP</p> <p>Paramedics - the Alliance agreed Dr Estrella Lowe will approach the NSW Ambulance Service for paramedics to join this committee - Action Dr Lowe</p>
6	Meeting schedule and location
	<p>¼ ly in Bingara 2nd Tuesday night at 6pm – next meeting 12th September</p>
7	Report – Rural and Remote Medical Services
	<p>SH provided an update on doctors currently working in Bingara, currently Dr Cho full time, Dr Brown working 3 x part days and locums continue to be provided</p> <p>Waiting on a response from a doctor who could provide VMO services. Dr Coote</p>

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Gwydir Health Alliance Meeting

13 June 2017

	offered her support in an endeavour to attract him to the Bingara practice.
8	Community assistance with attracting doctors
	Jennifer Brown – we need to ask what the Dr wants –provide a package to entice - money, services, accommodation – put ourselves ahead of the competition LK – we need to sell what we have as well, good staff and resources
9	Outcome of this meeting
	It was agreed Dr Estrella Lowe would facilitate a workshop with this group (and Ambulance representatives) on Tuesday 11 July from 9am – 12md in Bingara to develop strategies to achieve the goal of this Alliance.

Action Item Log	Listed	Outcome
Contact Minister Dr David Gillespie's office seeking an update on the appointment of a Rural Health Commissioner	13/06/17	
Alliance to contact Fiona McGowan (Australian Unity)	13/06/17	
Dr Estrella Lowe will approach the NSW Ambulance Service for representation on this Alliance	13/06/17	
Arrange Workshop 11 July 2017	13/06/17	

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Chairman

GHA Workshop

11 July 2017

NOTES

Venue:	The Roxy Complex, Bingara	Date:	2017
Chair:	Dr Estrella Lowe	Time:	9am – 12.00pm
Attendees:	Shane Hatton, David Quirk, Sue Mack, Dr Di Coote, Sharon Baker, Tracy Newby, Paul Moulton, Lenore Kennedy, Estrella Lowe, Cr C Egan, Cr T Galvin, Cr F Young, Leeah Daley, Michelle Shiel, Sean O'Connor,		
File Ref:	S4211		

Item No	Agenda Item
1	Welcome – by Catherine Egan - Welcome to members from NSW Ambulance – Michelle Shiel & Sean O'Connor & to Dr Estrella Lowe as the workshop facilitator.
2	Aims and Objectives of the Workshop
2.1	Mapping the health service in Bingara and Warialda – where the funding comes from and who provides what: Chart of where funding for the Gwydir Health Service currently comes from See Attachment 1
2.2	Getting to Problems What we have compared to what is needed Bingara Warialda Both See Attachment - 2
3	Solutions – Issues Identified and Discussed
	<ul style="list-style-type: none"> There are not enough GP's/VMO's to service the clinic or MPS. Need to Promote the town and look at flexibility for VMO/s – although 24/7 care is the main objective, be flexible with the hours to attract new doctors. Promotion package presented at University Expo's and GP Synergy Currently Bingara is unable to train registrars – look at the ability to co share the training with Warialda where the registrar would spend a day in Warialda under the supervision of Di and Clem Paramedics assisting in the MPS or Surgery – Michelle spoke about CERS Assist – a programme where paramedics are taught additional skills to be able to assist in these areas. This may decrease emergency Categories 4 and 5 Incentives - need to offer incentives to prospective doctors such as Training Incentives, flexibility in rostering, and relocation – RARM's relocation incentive is up and running again. Incentives need to be tailored to the interested individual. Promote what we have to offer – unified team at local level, great facilities and lifestyle Need a succession Plan – nothing in place for when current permanent GP's retire

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GHA Workshop

11 July 2017

4	Outcomes – Workshop has identified the main issues of the Gwydir regions health services. There are actions to be reported back to the next meeting. Other topics shelved until next meeting are; <ul style="list-style-type: none"> • Education of the general public – hospital ED is not a surgery • Bulk Billing • Nurse practitioners
5	Next Meeting – 12 September 2017 at 6.pm

Action Item Log	Listed	Outcome
David Quirk to contact Appropriate person to resolve the poor access to mental Health Services	11/07/2017	
Catherine Egan to put together a Promotion Package for Bingara to present to the GP Synergy Conference	11/07/2017	
Shane Hatton and Di Coote to work on an Incentive Package to attract Doctors to the area	11/07/2017	
Shane Hatton and David Quirk to Work on VMO Options	11/07/2017	
Shane Hatton, Sue Mack, David Quirk & Sean O'Connor to look at the possibility of CERS assist training for local paramedics	11/07/2017	
Contact Minister Dr David Gillespie's office seeking an update on the appointment of a Rural Health Commissioner	13/06/17	Completed
Alliance to contact Fiona McGowan (Australian Unity)	13/06/17	Completed
Dr Estrella Lowe will approach the NSW Ambulance Service for representation on this Alliance	13/06/17	Completed
Arrange Workshop 11 July 2017	13/06/17	Completed

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GHA Workshop	11 July 2017	
Attachment 1		
LGA	STATE - MOH	FEDERAL - DOH
Aged Care	LHD	Primary Health Care
Facilities	Public Hospitals	Training – Uni's
CHPS	Emergency Dept	Medicare
Infrastructure – medical centres	Inpatients	PBS
Practice Management		Imaging
	Pathology	
		Aged Care
		Primary Health Networks
		GP Synergy Training
		Disabilities
		Rural Dr's Network
Outreach	Special Nursing	
Workforce	Some Medical	
	Aged Care	
	NDIS	
Infrastructure		
Need to know who to target – funds come from more than one area		
Federal Government – fund the state to run the hospitals		
Federal & State Government – fund LGA services		
GPS Synergy train all registrars		
First Point of Care – Primary Health		
Submissions are in place for Bingara to become a 19.2 Scheme beneficiary		

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GHA Workshop		11 July 2017
Attachment 2		
BINGARA Hospital	BOTH No Support for GP Upskilling	WARIALDA Hospital
Medical centre	Mental Health Services – lacking	Medical centre with 2 f/t GP's, facilities for 2 Registrars
Infrastructure	Disability Services – lacking	Senior Dr's able to train registrars
Great Community Services		24/7 GP coverage of MPS
Skilled non medical workforce at MPS		Good Aged Care facilities & services
Paramedics 24/7		Skilled non Medical Workforce at MPS
NFP Practice Management		Paramedics 24/7
VMO Workforce		Infrastructure
DO NOT HAVE		DO NOT HAVE
No full time GP Coverage		Succession Plan
No Permanent Fulltime GP		VMO Workforce
Adequate medical services for residential aged care		
VMO Workforce		
ED presentation at the MPS last year		
Warialda – 1400 – 1100 were Cat 4 & 5 – Increase due to Bingara not having a Doctor		
Bingara – 1094 - 720 were at 4 & 5		

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Chairman

General Manager's nomination for Statewide Mutual Board of Management

Council's support is requested for the General Manager, Max Eastcott to nominate as a Board Member for the Statewide Mutual Board of Management.

COMMITTEE RECOMMENDATION TO COUNCIL:

THAT Council supports the nomination of General Manager, Max Eastcott as a Board Member for the Statewide Mutual Board of Management.

(Moved Cr Smith, seconded Cr Moore)

Cr Jim Moore

Development Application

Cr Moore queried whether Council had received a Development Application from T and M Clarke for an Off Road 4WD and motor bike track. Cr Moore advised Council of details of the proposed development.

Cr Stuart Dick

Recent HAZMAT incident on Killarney Gap Road

Cr Dick advised Council of the details surrounding the recent truck incident on Back Creek off the Killarney Gap (Narrabri) Road.

Cr Stuart Dick

North Star Trail Bike Weekend

Cr Dick advised Council of the success of the recent North Star trailbike ride on the weekend of 29 and 30 July 2017.

Cr Stuart Dick

Council's Landfill sites - Warialda Rail Landfill

Cr Dick expressed his concern about the accumulation of tyres at the Warialda Rail landfill and requested a report to Council about the management of tyres at Council's landfill sites. Cr Dick requested that the report also include options to prevent the illegal dumping at Council's landfills.

The meeting was advised that this will be referred to Council's Manager responsible for landfill sites.

Cr Catherine Egan

Local Government Week 2017

Cr Egan would like to thank Council's Library Coordinator, Gail Phillpott and Helen Seage for their contribution to Local Government Week – 31 July to 6 August 2017. Cr Egan advised that Gail undertook an education program about what Gwydir Shire Council does in the community.

Cr Egan requested that Council respond to all the written submissions from the young people of the shire attending the libraries.

The meeting was advised that this will be attended to.

Meeting closed 12.50pm